

MEETING OF MAYOR AND COUNCIL
MINUTES-APRIL 21, 2021
7:00 PM

* MEETING CALLED TO ORDER - SALUTE TO THE FLAG - MOMENT OF SILENCE
Mayor Chris Slavicek called the meeting to order at 7:05 P.M. All in attendance Pledged Allegiance to the Flag. A moment of silence was observed for the men and women in the Military who are serving to protect our freedom

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Dzingleski

Councilman Duffy

Councilman Karczewski

Councilman Reid

Also in attendance: Borough Attorney Joseph Youssof

Borough Administrator Matthew Crane

* OPEN PUBLIC MEETINGS ACT STATEMENT

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

* PROCLAMATION - SEXUAL ASSAULT AWARENESS MONTH

* 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 January 2, 2020. 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.

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

RESOLUTION #83 – INTRODUCTION OF BUDGET

There is no increase in the budget this year.

MOTION – Councilman Dzingleski SECOND – Councilman Duffy

ROLL CALL: 4 - 0

* CONSENT AGENDA - RESOLUTION # 78

Report of Municipal Clerk, Tax Collector, Utilities Revenue Collector

Resolutions:

2021 - 80 Authorizes Tax Collector to conduct an Electronic Tax Sale on delinquent property taxes

81 Temporary Emergency Appropriation #3

82 Governing Body Certification of the Annual Audit 83

(Waiting to receive from the Auditor) - *Intro of Budget (see above)*

84 2021 Recycling Enhancement Grant

85 Authorizing the Borough of Helmetta to sign Subgrant Agreement with the County of Middlesex for the CDBG Funds

86 Payment of Bills

87 Authorizing the Borough of Helmetta to enter into the Litter Pick Up Program

PROCLAMATION

WHEREAS Sexual Assault Awareness Month and the observance of “Denim Day” are intended to draw attention to the fact that sexual violence is widespread, has mental and physical implications for survivors and public health implications for every community member of Middlesex County; and

WHEREAS, sexual assault, sexual abuse, and sexual harassment greatly impact our community, as statistics indicate that every 73 seconds, someone in the U.S.A. is sexually assaulted, and every 9 minutes, the victim is a child; and

WHEREAS the pandemic has increased isolation and strained support systems, impacting incidents of violence and abuse, and affecting survivors’ journeys to healing; and

WHEREAS, prevention is possible, so we must work together to educate our community about what can be done to stop the perpetration of sexual violence while supporting survivors; and

WHEREAS staff and volunteers of anti-violence and prevention programs in Middlesex County including the Middlesex County Center for Empowerment and Sexual Violence Prevention Coalition encourage every person to challenge the social norms that continue to perpetuate a culture of violence, help build safe online spaces, and speak out before and when witnessing acts of violence, however small; and

WHEREAS the New Jersey Sex Crime Officers Association and the Middlesex County Sex Crimes Liaison Officers in connection with the Middlesex County Prosecutor’s Office are dedicated to ensuring the effective investigation and prosecution of sex crimes in our community through interagency collaboration and training; and

WHEREAS with leadership, dedication, and encouragement, there is compelling evidence that we can be successful in reducing sexual violence in Middlesex County through: increased awareness; prevention education focused on increasing gender equity, healthy relationships, and by-stander intervention; and holding perpetrators who commit acts of violence responsible for their actions; and

WHEREAS throughout the month of April, Middlesex County strongly supports the efforts of national, state, and local partners, and of every citizen to actively engage in public and private efforts, including conversations about what sexual violence is; how to prevent it; how to help survivors connect with services; and how every segment of our society can work together to better address sexual violence.

NOW, THEREFORE the Borough of Helmetta does hereby proclaim April 2021 as:

SEXUAL ASSAULT AWARENESS MONTH

and that we join anti-sexual violence advocates and support service programs in the belief that all community members must be part of the solution to end sexual violence and encourage the observation of Denim Day on Wednesday, April 28, 2021.

REPORT OF MUNICIPAL CLERK

MARCH

2021

SANDRA BOHINSKI

Marr

	Copies	Marr Lic	Plng Bd	Recycling	Cer	Peddler's
Raza	\$28.00	<u>\$28.00</u>				
Karczewski	<u>\$29.36</u>			<u>\$29.36</u>		
	\$57.36	\$28.00		\$29.36		
Cat & Dog License	\$507.00					

BOROUGH OF HELMETTA

Tina Mc Dermott

**TINA McDERMOTT
TAX COLLECTOR**

REPORT OF THE TAX COLLECTOR

MONTH OF: MARCH

DATED: 4/8/2021

TAXES 2020 11,422.30
TAXES 2021 61,601.02
TAXES 2022 0.00

DISBURSEMENTS 1,204.11
INTEREST

COSTS FOR TAX SALE
LIEN REDEMPTION + INT
RECORDING FEES
DUPLICATE CERT
DUPLICATE BILL
TAX SALE PREMIUMS

TOTAL 74,227.43

TAX COLLECTORS TRUST

ADJUSTMENTS

Cancelled overpay adj 279.61 *
Homestead Credits (88,671.05)
Vet disallowed 250.00
Vet-total tax exemption 1,762.13

(88,141.44)

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(45,497.78)	(45,497.78) Kaplan
2020	38,322.47	(27.28)	38,295.19
2021	1,303,110.22	(4,532.34)	1,298,577.88

38,011.10 KAPLAN OVERPAY FROM 2018
CARRIED INTO 2019

Ledger Bal 12,465.15 2/28/2021

\$8.06 int

12,473.21

DISBURSEMENTS

0.00

BANK BALANCE

Statement Bal
3/31/2021

12,473.21

LEDGER BALANCE

12,473.21

Current Taxes Beginning 12/31/2020	Receipts Prepaid (67,978.51)	2021 LEVY PRELIM 2,847,458.50	Add/Omit 1,471.34	0.06 Penalty	Refunds or Adj's.	Transfer Overpay	Srs & Vets Allowed Widow (12,250.00)	Srs & Vets Disallowed Widow 750.00	Transfer Years	County Bd Judgments	Property Maint.	Cancel Resolution	Homestead Rebate	Balance
December	(67,978.51)	2,847,458.50	1,471.34			(3,479.18)	(750.00)	750.00						2,765,222.15
January	(375,028.69)				(1.95)	(85.80)								2,390,105.71
February	(940,034.59)				25.00	(13.65)								1,450,082.47
March	(61,601.02)				(1,762.13)	279.61		250.00					(88,671.05)	1,298,577.88
April														0.00
May														0.00
June														0.00
July														0.00
August														0.00
September														0.00
October														0.00
November														0.00
December														0.00
2022 PREPAY TOTAL	(1,444,642.81)	2,847,458.50	1,471.34	0.00	(1,739.08)	(3,299.02)	(13,000.00)	1,000.00	0.00	0.00	0.00	0.00	(88,671.05)	1,298,577.88

Range: Block: First to Last Range of Util Accounts: First to Last
 Lot:
 Qual:
 Range of Codes: First to Last Range of Years: First to 2022 Range of Periods: 1 to 12
 Range of Batch Ids: First to Last Range of Dates: 03/01/21 to 03/31/21
 Range of Sections: First to Last Name to Print: Bill To
 Range of Spec Tax Codes: First to Last Print Ref Num: N Print Utility w/Block/Lot/Qual: N
 Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y Water: N Sewer: N
 Voucher Agency: N Animal: N Misc: N
 Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N
 Range of Installment Due Dates: First to Last
 Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2020	2021	2022		
001 Property Taxes	97	0.00	11,422.30	61,601.02	0.00	1,204.11	74,227.43
Tax Payments	97	0.00	11,422.30	61,601.02	0.00	1,204.11	74,227.43
Payments Total:	97	0.00	11,422.30	61,601.02	0.00	1,204.11	74,227.43
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	97	0.00	11,422.30	61,601.02	0.00	1,204.11	74,227.43

Total Cash: 0.00
 Total Check: 72,950.32
 Total Credit: 1,277.11

Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y
 Lot: Bill Year Range: 2021 to 2021 Include Prior Yr/Prd In Balance: Y
 Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N
 As Of Date: 03/31/21 Assessed Value/SPTX Code Year: 2021

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,417,606.78	1,417,601.72	0.00	0.00	2,835,208.50
Added/Omitted	735.70	735.64	0.00	0.00	1,471.34
Other Billing	750.00	90,183.18-	500.00-	0.00	89,933.18-
Balance Adjustments (Prin)	2,169.69	4,708.84-	3,545.52	4,532.34-	3,525.97-
Payments (Prin)	1,391,209.37	50,387.92	3,045.52	0.00	1,444,642.81
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	30,052.80	1,273,057.42	0.00	4,532.34-	1,298,577.88
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	30,052.80	1,273,057.42	0.00	4,532.34-	1,298,577.88
Payments (Intr)	791.74	0.00	0.00	0.00	791.74
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 7,202.59-
 Current Balance: 1,298,577.88
 Total Balance: 1,291,375.29

2021 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	4
Land Value:	83,927,480	Disabled Person	4
Improvement Value:	140,000,347	Surviving Spouse	0
Limited Exemptions:	0	Veteran	38
Net Taxable Value:	223,878,318	Widow of Veteran	3

NOTE: Zero balance accounts ARE included on the total pages.

TAX YEAR 2021/1 - 2021/4
TAX LEVY

Original (Original Billed + Deduction Amounts)	2,847,458.50	
Added	1,471.34	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	<u>0.00</u>	
TOTAL LEVY		2,848,929.84

2021 DEDUCTIONS

Senior Citizen	(4) x 250.00	1,000.00	
Disabled Person	(4) x 250.00	1,000.00	
Surviving Spouse	(0) x 250.00	0.00	
Veteran	(38) x 250.00	9,500.00	
Widow of Veteran	(3) x 250.00	<u>750.00</u>	
TOTAL DEDUCTION AMOUNTS 2021/1 - 2021/4			(<u>12,250.00</u>)

TOTAL LEVY TO BE COLLECTED

2,836,679.84

COLLECTIONS

Prepaid from Prior Year (before 01/01/21)			
001 Property Taxes	<u>67,978.51</u>		
Total from Prior Year		67,978.51	
Current Year (01/01/21 - 12/31/21)			
001 Property Taxes	<u>1,376,664.30</u>		
Total Current Year		1,376,664.30	
Subsequent Year (after 12/31/21)			
Total Subsequent Year		<u>0.00</u>	
TOTAL COLLECTIONS		1,444,642.81	

NSF REVERSALS

TOTAL NSF REVERSALS 0.00

TOTAL COLLECTIONS less NSF REVERSALS

(1,444,642.81)

COLLECTOR ADJUSTMENTS

	Debit	Credit	Net	Allow/Disallow
051 Src Allowed	0.00	250.00-	250.00-	0
052 Src Disallowed	0.00	0.00	0.00	0
053 Vet Allowed	0.00	250.00-	250.00-	1
054 Vet Disallowed	1,000.00	0.00	1,000.00	4
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	0.00	0.00	0.00	0
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 wid Allowed	0.00	250.00-	250.00-	1
060 wid Disallowed	0.00	0.00	0.00	0
061 Lien - Transfer Exst	0.00	0.00	0.00	
062 Forclosure	0.00	0.00	0.00	
063 Transfer Overpayment	11,304.18	14,589.55-	3,285.37-	
064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	0.00	0.00	0.00	
070 County Board Judgmnt	0.00	0.00	0.00	
071 Miscellaneous	0.00	15.60-	15.60-	

072	State Tax Appeal	0.00	0.00	0.00	
073	Lien - Establish New	0.00	0.00	0.00	
074	Lien - Transfer O.B.	0.00	0.00	0.00	
075	Arrears - Transfer	0.00	0.00	0.00	
076	6% Penalty	0.00	0.00	0.00	
077	Lien Estab New Pnlty	0.00	0.00	0.00	
078	Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079	Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080	Credit Interest	0.00	0.00	0.00	
081	POST WRONG PROP	0.00	0.00	0.00	
082	TRANSFER PAYMENT	0.00	0.00	0.00	
083	Charge Interest	0.00	0.00	0.00	
084	Disabled Vet Exempt	0.00	1,762.13-	1,762.13-	
085	Transf to Water/Sewr	0.00	0.00	0.00	
086	NSF CHECK	25.00	0.00	25.00	
087	Transfer Balance	0.00	0.00	0.00	
088	LIENHOLDER PAYMENT	0.00	0.00	0.00	
090	SPECIAL CHARGE	0.00	0.00	0.00	
091	LIEN - SP CHRg MISC	0.00	0.00	0.00	
152	Senior Chargeback	0.00	0.00	0.00	0
156	Disabled Chargeback	0.00	0.00	0.00	0
158	SSP Chargeback	0.00	0.00	0.00	0
HB	HOMESTEAD BENEFIT	0.00	88,671.05-	88,671.05-	
HR	HOMESTEAD REBATE	0.00	0.00	0.00	
MIS	MISC	0.00	0.00	0.00	
RVR	RVRSL ADJ	0.00	0.00	0.00	
		<u>12,329.18</u>	<u>105,788.33-</u>	<u>93,459.15-</u>	<u>6</u>
	TOTAL ADJUSTMENTS			<u>93,459.15-</u>	
BALANCE	2021/1 - 2021/4				
	Credit Balances			4,532.34-	
	Debit Balances			<u>1,303,110.22</u>	
	TOTAL BALANCE 2021/1 - 2021/4			<u>1,298,577.88</u>	

April 1, 2021
05:15 PM

BOROUGH OF HELMETTA
Tax Account Status Audit Totals

	<u>Debit</u>	<u>Credit</u>	<u>Net</u>	
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00	
TOTAL INTEREST ADJUSTMENTS				<u>0.00</u>

Range: Block: First to Last Bill Year Range: 0 to 2021 Adjust Code Range: First to Last
 Lot: Bill Period Range: 1 to 4 Name/Location To Print: Owner Name
 Qual: Date Range: First to 03/31/21 Page Break After Totals: N
 System Date Range: 03/01/21 to 03/31/21 Include Adjustment Type: All
 Include: Tax: Y Sp Charges: Y Lien: N Special Assessment: Y

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2020							
063	Transfer Overpayment	33	17.55-	0.00	0.00	17.55-	0
		<u>33</u>	<u>17.55-</u>	<u>0.00</u>	<u>0.00</u>	<u>17.55-</u>	<u>0</u>
Total for Year 2021							
063	Transfer Overpayment	22	19.50-	0.00	0.00	19.50-	0
HB	HOMESTEAD BENEFIT	197	88,671.05-	0.00	0.00	88,671.05-	0
		<u>219</u>	<u>88,690.55-</u>	<u>0.00</u>	<u>0.00</u>	<u>88,690.55-</u>	<u>0</u>
Totals for All Years:							
063	Transfer Overpayment	55	37.05-	0.00	0.00	37.05-	0
HB	HOMESTEAD BENEFIT	197	88,671.05-	0.00	0.00	88,671.05-	0
		<u>252</u>	<u>88,708.10-</u>	<u>0.00</u>	<u>0.00</u>	<u>88,708.10-</u>	<u>0</u>

April 1, 2021
05:13 PM

BOROUGH OF HELMETTA
Adjustment Batch Update Report

Page No: 1

Batch: CTC	Updated Entries:	3	Ref Num:	10446
Updated Prin: 1,213.02-	Updated Instl Int:	0.00	Updated Interest:	0.00

Batch Id: CTC

Block/Lot/Qual	Yr/Prd/Instl	Tran	Date	Code	Ded	Type Description	Acct Id	Owner Name	Principal	Install Int	Interest	Total	Seq
15.		7.04				Tax		LANCE, FAWN & ELSTON R					
	2021	2	03/01/21	054	1				250.00	0.00	0.00	250.00	1
	2021	4	03/01/21	063					299.11	0.00	0.00	299.11	2
	2021	2	03/01/21	084					1,762.13-	0.00	0.00	1,762.13-	3
						Acct Total:			1,213.02-	0.00	0.00	1,213.02-	

There are NO errors in this listing.

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2021							
054	Vet Disallowed	1	250.00	0.00	0.00	250.00	1
063	Transfer Overpayment	1	299.11	0.00	0.00	299.11	
084	Disabled Vet Exempt	<u>1</u>	<u>1,762.13-</u>	<u>0.00</u>	<u>0.00</u>	<u>1,762.13-</u>	<u>1</u>
		3	1,213.02-	0.00	0.00	1,213.02-	1
Totals for All Years:							
		3	1,213.02-	0.00	0.00	1,213.02-	1

**BOROUGH OF HELMETTA
2020
 DELINQUENT TAXES**

4/1/21

	TOTAL	Penalty	2020
		Transfer overpay 1/29/21	50.70
		overpay reversal	(50.70)
		Transfer overpay *	17.57
new lien			
	Cash Recpts	adj	
JANUARY	65,909.28 (10,373.62)	50.70	55,586.36
FEBRUARY	55,586.36 (5,773.32)	(50.70)	49,762.34
MARCH	49,762.34 (11,422.30)	(17.57) *	38,322.47
APRIL			0.00
MAY			0.00
JUNE			0.00
JULY			0.00
AUGUST			0.00
SEPTEMBER			0.00
OCTOBER			0.00
NOVEMBER			
BALANCE			\$ 38,322.47

Range: Block: First to Last Property Class Range: First to Last Print Balances Greater Than: 0.00
 Lot: Bill Year Range: 2020 to 2020 Include Prior Yr/Prd In Balance: N
 Qual: Bill Period Range: 1 to 4 Include Interest Through: 03/31/21
 As Of Date: 03/31/21 Assessed Value/SPTX Code Year: 2020 Include Tax Sp Charges: N
 Include Utility Due As Of 03/31/21: N Include Other Special Charges: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	14,241.10	14,241.05	14,102.76	13,881.44	56,466.35
Added/Omitted	0.00	0.00	0.00	0.00	0.00
Other Billing	0.00	0.00	0.00	639.37	639.37
Balance Adjustments (Prin)	0.00	22.20-	5.85-	1.05-	29.10-
Payments (Prin)	7,507.93	6,986.83	3,188.38	1,071.01	18,754.15
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	6,733.17	7,232.02	10,908.53	13,448.75	38,322.47
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	6,733.17	7,232.02	10,908.53	13,448.75	38,322.47
Payments (Intr)	1,317.08	863.78	466.64	200.18	2,847.68
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00
Prior Yr/Prd Balance:	0.00				
Current Balance:	38,322.47				
Total Per Diem Interest:	3,221.71				
Total Balance:	41,544.18				

2020 DEDUCTIONS

Number of Accts:	10	Senior Citizen	0
Land Value:	890,700	Disabled Person	0
Improvement Value:	953,400	Surviving Spouse	0
Limited Exemptions:	0	Veteran	0
Net Taxable Value:	1,844,100	Widow of Veteran	0

NOTE: Balance includes Bill Year/Period Range Only.
 NOTE: Per Diem Interest is included for Bill Year/Period Range Only.

Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y
 Lot: Bill Year Range: 2020 to 2020 Include Prior Yr/Prd In Balance: Y
 Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N
 As Of Date: 03/31/21 Assessed Value/SPTX Code Year: 2020

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,429,965.73	1,429,960.52	1,415,191.50	1,392,916.48	5,668,034.23
Added/Omitted	1,188.51	1,188.49	0.00	2,615.46	4,992.46
Other Billing	750.00	0.00	1,500.00	139.37	2,389.37
Balance Adjustments (Prin)	3,001.38	4,810.71	2,496.02	13,946.61-	3,638.50-
Payments (Prin)	1,428,172.45	1,428,756.95	1,408,278.99	1,368,273.98	5,633,482.37
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	6,733.17	7,202.77	10,908.53	13,450.72	38,295.19
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	6,733.17	7,202.77	10,908.53	13,450.72	38,295.19
Payments (Intr)	2,888.54	2,071.93	1,573.33	1,417.19	7,950.99
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 45,497.78-
 Current Balance: 38,295.19
 Total Balance: 7,202.59-

2020 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	4
Land Value:	83,843,084	Disabled Person	4
Improvement Value:	139,152,346	Surviving Spouse	0
Limited Exemptions:	0	Veteran	38
Net Taxable Value:	222,955,658	widow of Veteran	3

NOTE: Zero balance accounts ARE included on the total pages.

TAX YEAR 2020/1 - 2020/4
TAX LEVY

Original (Original Billed + Deduction Amounts)	5,680,284.23	
Added	4,992.46	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	<u>0.00</u>	
TOTAL LEVY		5,685,276.69

2020 DEDUCTIONS

Senior Citizen	(4) x 250.00	1,000.00	
Disabled Person	(4) x 250.00	1,000.00	
Surviving Spouse	(0) x 250.00	0.00	
Veteran	(38) x 250.00	9,500.00	
Widow of Veteran	(3) x 250.00	<u>750.00</u>	
TOTAL DEDUCTION AMOUNTS 2020/1 - 2020/4			(<u>12,250.00</u>)
TOTAL LEVY TO BE COLLECTED			5,673,026.69

COLLECTIONS

Prepaid from Prior Year (before 01/01/20)			
001 Property Taxes	<u>58,978.33</u>		
Total from Prior Year		58,978.33	
Current Year (01/01/20 - 12/31/20)			
001 Property Taxes	5,544,052.71		
006 LIENHOLDER TAXES	<u>2,882.09</u>		
Total Current Year		5,546,934.80	
Subsequent Year (after 12/31/20)			
001 Property Taxes	<u>27,569.24</u>		
Total Subsequent Year		<u>27,569.24</u>	
TOTAL COLLECTIONS		5,633,482.37	

NSF REVERSALS

TOTAL NSF REVERSALS	<u>0.00</u>		
---------------------	-------------	--	--

TOTAL COLLECTIONS less NSF REVERSALS (5,633,482.37)

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/Disallow
051 src Allowed	0.00	250.00-	250.00-	1
052 src Disallowed	250.00	0.00	250.00	1
053 Vet Allowed	3.15	253.15-	250.00-	1
054 Vet Disallowed	1,750.00	0.00	1,750.00	6
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	250.00	0.00	250.00	1
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 wid Allowed	0.00	250.00-	250.00-	1
060 wid Disallowed	0.00	0.00	0.00	0
061 Lien - Transfer Exst	0.00	2,461.85-	2,461.85-	
062 Forclosure	0.00	0.00	0.00	
063 Transfer Overpayment	26,529.93	27,456.58-	926.65-	
064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	0.00	0.00	0.00	

070	County Board Judgmt	0.00	0.00	0.00	
071	Miscellaneous	0.00	0.00	0.00	
072	State Tax Appeal	0.00	0.00	0.00	
073	Lien - Establish New	0.00	0.00	0.00	
074	Lien - Transfer O.B.	0.00	0.00	0.00	
075	Arrears - Transfer	0.00	0.00	0.00	
076	6% Penalty	639.37	0.00	639.37	
077	Lien Estab New Pnlty	0.00	0.00	0.00	
078	Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079	Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080	Credit Interest	0.00	0.00	0.00	
081	POST WRONG PROP	0.00	0.00	0.00	
082	TRANSFER PAYMENT	0.00	0.00	0.00	
083	Charge Interest	0.00	0.00	0.00	
084	Disabled Vet Exempt	0.00	0.00	0.00	
085	Transf to Water/Sewr	0.00	0.00	0.00	
086	NSF CHECK	0.00	0.00	0.00	
087	Transfer Balance	0.00	0.00	0.00	
088	LIENHOLDER PAYMENT	0.00	0.00	0.00	
090	SPECIAL CHARGE	0.00	0.00	0.00	
091	LIEN - SP CHRG MISC	0.00	0.00	0.00	
152	Senior Chargeback	0.00	0.00	0.00	0
156	Disabled Chargeback	0.00	0.00	0.00	0
158	SSP Chargeback	0.00	0.00	0.00	0
HB	HOMESTEAD BENEFIT	0.00	0.00	0.00	
HR	HOMESTEAD REBATE	0.00	0.00	0.00	
MIS	MISC	0.00	0.00	0.00	
RVR	RVRSL ADJ	0.00	0.00	0.00	
		<u>29,422.45</u>	<u>30,671.58-</u>	<u>1,249.13-</u>	<u>11</u>
	TOTAL ADJUSTMENTS			<u>1,249.13-</u>	
BALANCE	2020/1 - 2020/4				
	Credit Balances			27.28-	
	Debit Balances			<u>38,322.47</u>	
	TOTAL BALANCE 2020/1 - 2020/4			<u>38,295.19</u>	

	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00
TOTAL INTEREST ADJUSTMENTS			<u>0.00</u>



591-595 Avenue C, Bayonne, NJ 07002

Address Service Requested

Find us on Facebook 1-800-680-6872 www.bcb.bank

PAGE: 1 of 3
PRIMARY: XXXXXXXXXXXX3028
DATE: 03/31/2021

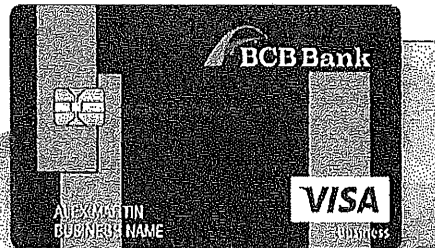
19703 0.6400 TR 00000
Borough Of Helmetta
Helmetta Tax Collection Trust Fund
51 Main Street
Helmetta, NJ 08828-1127

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LOCAL GOVERNMENT TIERED ACCOUNT: XXXXXXXXXXXX3028
BOROUGH OF HELMETTA
HELMETTA TAX COLLECTION TRUST FUND
ACCOUNT SUMMARY
LOCAL GOVERNMENT TIERED IMAGES 0
ACCOUNT NUMBER XXXXXXXXXXXX3028 STATEMENT DATES 3/01/21 THRU 3/31/21
PREVIOUS BALANCE 12,465.15 DAYS IN THIS STATEMENT PERIOD 31
DEPOSITS/CREDITS 0.00 AVERAGE LEDGER 12,465.15
CHECKS/DEBITS 0.00 AVERAGE COLLECTED 12,465.15
SERVICE CHARGE 0.00 INTEREST EARNED 8.06
INTEREST PAID 8.06 ANNUAL PERCENTAGE YIELD EARNED 0.76 %
CURRENT BALANCE 12,473.21 2021 INTEREST PAID 23.37

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LOCAL GOVERNMENT TIERED**ACCOUNT: XXXXXXXXXXXXX3028****TRANSACTIONS**

DATE	DESCRIPTION	DEBITS	CREDITS
03/31	INTEREST DEPOSIT		8.06

INTEREST RATE

DATE	RATE
02/28	0.750000%

Water/Sewer Receipts Report

March 2021

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2020 Principal	\$ -	\$ -	\$ -
2021 Principal	7,715.52	8,899.50	16,615.02
2021 Overpayments	<u>251.60</u>	<u>518.07</u>	<u>769.67</u>
Subtotal	7,967.12	9,417.57	17,384.69
Interest	<u>63.43</u>	<u>72.50</u>	<u>135.93</u>
Subtotal	8,030.55	9,490.07	17,520.62
Lien Holder Payments	67.21	113.10	180.31
Lien Holder Interest	0.35	0.58	0.93
Subtotal	8,098.11	9,603.75	17,701.86
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>\$ 8,098.11</u>	<u>\$ 9,603.75</u>	<u>\$ 17,701.86</u>

Carol Feig
Utility Revenue Collector

RESOLUTION
#2021 – 80

AUTHORIZES TAX COLLECTOR TO CONDUCT
AN ELECTRONIC TAX SALE ON DELIQUENT PROPERTY TAXES

WHEREAS N.J.S.A.54:5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of Local Government Services: and

WHEREAS the rule thus promulgated requires a municipality to authorize said electronic tax sale by resolution of the governing body; and

WHEREAS an electronic tax sale is innovative and provides a greater pool of potential lien buyers thus creating the environment for a more effective tax sale process,

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Helmetta does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

	Motion	Second	Aye	Nay	Abstain	Absent
Dzingleski	✓		✓			
Duffy			✓			
Karczewski			✓			
Reid		✓	✓			

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 April 21, 2021.


 SANDRA BOHINSKI, RMC
 Municipal Clerk

BOROUGH OF HELMETTA

RESOLUTION #2021-81

TEMPORARY EMERGENCY APPROPRIATION #3

WHEREAS, an emergency condition has arisen in the 2021 Operating Budgets with respect to additional cost prior to the adoption of the budget, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation, and;

WHEREAS, the total Emergency Temporary Resolutions adopted in the year 2021 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution totals \$326,030.00 (three hundred twenty-six thousand and thirty dollars), and;

Now, therefore, be it resolved, that in accordance with N.J.S.A. 40A:4-20:

1. An Emergency Temporary Appropriation be and the same is hereby made for:

Current Fund		
Municipal Clerk		
1-01-20-120-010	Salaries & Wages	10,000.00
Administrator		
1-01-20-701-010	Salaries & Wages	5,000.00
Finance		
1-01-20-705-010	Salaries & Wages	3,000.00
Revenue Admin Tax Collector		
1-01-20-708-010	Salaries & Wages	2,000.00
Tax Assessor		
1-01-20-710-020	Other Expenses	3,000.00
Legal Services		
1-01-20-712-020	Other Expenses	10,000.00
Engineering Services		
1-01-20-715-020	Other Expenses	3,500.00
Planning Board		
1-01-21-720-010	Salaries & Wages	1,500.00
Uniform Construction Code		
1-01-22-725-010	Salaries & Wages	1,000.00
Fire Prevention Bureau		
1-01-25-752-010	Salaries & Wages	1,000.00
1-01-25-752-020	Other Expenses	500.00
Municipal Prosecutor		
1-01-25-757-020	Other Expenses	1,000.00
Street & Roads		
1-01-26-765-010	Salaries & Wages	25,000.00
1-01-26-765-020	Other Expenses	5,000.00
Building & Grounds		

1-01-26-772-020	Other Expenses	10,000.00
Parks		
1-01-28-796-020	Other Expenses	3,000.00
Lease-Purchase Vehicles		
1-01-31-826-020	Other Expenses	(1,000.00)
Landfill/Disposal Solid Waste		
1-01-32-837-020	Other Expenses	10,000.00
Municipal Court		
1-01-42-855-010	Salaries & Wages	5,000.00
Payment of Notes		
1-01-45-871-020		60,000.00
Notes of Interest		
1-01-45-873-020		23,650.00
Capital Improvement Fund		
1-01-44-860-020		30,000.00
MCIA Lease		
1-01-45-874-020		1,000.00
CDBG 2020-2021 Funds		
		27,880.00
Interlocal & Shard Services		
Middlesex CO Board of Health		
1-01-43-785-020		5,000.00
Middlesex CO Recycling Program		
1-01-43-786-020		10,000.00
Total Current Fund		256,030.00
Water Operating Fund		
1-05-55-500-010	Salaries & Wages	10,000.00
1-05-55-500-021	Other Expenses	25,000.00
Total Water Fund		35,000.00
Sewer Operating Fund		
1-07-55-500-010	Salaries & Wages	10,000.00
1-07-55-500-021	Other Expenses	25,000.00
Total Sewer Fund		35,000.00
Grand Total		326,030.00

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			

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 April 21, 2021.


 SANDRA BOHINSKI, RMC
 Municipal Clerk

Resolution
#2021-82
GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and


WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails, or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Helmetta, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 21, 2021.



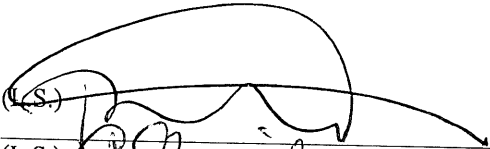
Sandra Bohinski, RMC
Municipal Clerk

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT
GROUP AFFIDAVIT FORM
NO PHOTOCOPIES OF SIGNATURES**

STATE OF NEW JERSEY
COUNTY OF MIDDLESEX

We, members of the governing body of the Borough of Helmetta, in the County of Middlesex, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Borough Council of the Borough of Helmetta in the County of Middlesex.
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2019;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.)		(L.S.)
(L.S.)	<i>Stanley Mayon</i>	(L.S.)
(L.S.)	<i>Michael [unclear]</i>	(L.S.)
(L.S.)	<i>[unclear]</i>	(L.S.)
(L.S.)	<i>[unclear]</i>	(L.S.)

Sandra Bohinski
Clerk

Sworn to and subscribed before me this
21st day of April 2021

Sandra Bohinski
Sandra Bohinski
Notary Public
State of New Jersey

RESOLUTION

#2021-84

2021 RECYCLING ENHANCEMENT GRANT

WHEREAS, Middlesex County has a successful recycling program that has achieved a total recycling rate of over 60% for nineteen of the last twenty-one years, and

WHEREAS, they have yet to achieve the State’s municipal solid waste recycling goal; and

WHEREAS, to meet such goal the Middlesex County Division of Solid Waste is sponsoring a “Recycling Enhancement Grant” program for municipalities and the Borough of Helmetta is desirous of applying for such a grant.

NOW THEREFORE BE IT RESOLVED, that Paul Reed, Public Works Supervisor of the Borough of Helmetta is hereby authorized by the Governing Body of the Borough of Helmetta to apply for such grant and to oversee that the criteria is met.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			

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 April 21, 2021.


SANDRA BOHINSKI, RMC
Municipal Clerk

**2021
Recycling Enhancement Grant
Application Form**

Name of Municipality: Borough of Helmetta

Contact Person: Paul Reed

Address: 51 Main Street, Helmetta, NJ 08828

Phone #: 732-521-4946 ext.110

Email Address: p.reed@helmettaboro.com

Dollar Amount Requested \$7,500.00

Project Description

Explain the project including the objectives and how it will effectively improve the municipality's recycling program.

The objective is to place cameras in recycling areas. This will improve recycling by ensuring items are placed in the correct location and avoiding contamination. In the past it has been found that hazardous fluids have been placed in metal recycling, latex and oil-based paints mixed on-site so residents can reuse containers illegal dumping of non-recyclable items. Cameras will minimize if not eliminate the wasteful contamination while bringing our recycling rate up.

Municipality

List the proposed total costs for the project. Please be specific. List the proposed items to be purchased and the position/job duties utilized for labor.

Cost category	\$ Requested from County
Materials and Supplies: Camera's and wiring	\$7,500.00
Grand total: \$7,500.00	

Signature _____ Print Name
Public Works Director/Supervisor

Signature _____ Print Name
Recycling Coordinator

Applications are due May 7, 2021 by 4:15pm. Grant applications can be mailed, emailed or hand delivered. This deadline will be strictly enforced.

A resolution from the governing body authorizing the grant submission must be submitted before grants are awarded. Please submit your application to:

Carole Tolmachewich
Middlesex County Solid Waste Management
13-15 Kennedy Blvd.
East Brunswick, NJ 08816
(732) 745-4170
carole.tolmachewich@co.middlesex.nj.us

**RESOLUTION
#2021-85**

**AUTHORIZING THE BOROUGH OF HELMETTA TO SIGN SUBGRANT
AGREEMENT WITH THE COUNTY OF MIDDLESEX FOR THE CDBG
FUNDS**

BE IT RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to sign the subgrant for the CDBG funds.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			

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 April 21, 2021.


SANDRA BOHINSKI, RMC
Municipal Clerk

MIDDLESEX COUNTY, NEW JERSEY
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

SUBGRANT AGREEMENT

BOROUGH OF HELMETTA

THIS AGREEMENT, entered into this _____ day of _____, 2021 by and between the **MIDDLESEX COUNTY BOARD OF COUNTY COMMISSIONERS**, (hereinafter referred to as the "County") and Borough of Helmetta (hereinafter referred to as the "Municipal Subgrantee").

WHEREAS, on 5/21/20, the Middlesex County Board of County Chosen Freeholders approved and authorized the submission of an Action Plan for the Use of Funds for Program Year 2020 to the U. S. Department of Housing and Urban Development (HUD); and

WHEREAS, said Action Plan included projected funding for various projects submitted by the Municipal Subgrantee; and

WHEREAS, the Department of Housing and Urban Development has accepted the County's Consolidated Plan and Action Plan for Program Year 2020.

NOW, THEREFORE, in consideration of the mutual promises and other conditions, covenants, and obligations made and agreed to by and between the parties, it is hereby agreed as follows:

1. SCOPE OF SERVICES

The Municipal Subgrantee will be responsible for the administration of the following activities utilizing a total of \$27,880.00 in Program Year 2020 Community Development Block Grant Funds:

ACTIVITY NAME	ACTIVITY FUNDING AMOUNT	HUD ACTIVITY CATEGORY
ADA Improvements to Municipal Facilities	\$27,880.00	Public Facilities

Each of the above activities is described in more detail under Attachment A. Funds available under this Subgrant Agreement will be applied toward the specific activities enumerated in Attachment "A". The County and the Subgrantee may revise the Project Description by mutual consent, PROVIDED the category of beneficiaries, basic purpose of the project, project location, or HUD activity category are not changed, which require amendment of the Consolidated Plan and this Agreement.

2. TIME OF PERFORMANCE

Implementation of the project shall commence as soon as this Subgrant Agreement is fully executed and shall proceed in accordance with the schedule set forth in Section 2 of Attachment A. The County and the Subgrantee may revise the implementation schedule by mutual consent.

3. TIMELY EXPENDITURE REQUIREMENT

All CDBG funds must be expended within 24 months of the commencement of the July 1st program year or this Subgrant Agreement will be terminated. (For Program Year 2020 this deadline June 30, 2022.)

For any project not fully expended and vouchered for payment by the deadline, the municipality can apply for an extension. The written request to the County must explain progress to date; explain circumstances which prevent timely expenditure; and give a timeline for full expenditure. Extensions are granted at the discretion of the County.

This Subgrant Agreement can be terminated if funds are not completely expended at the conclusion of the extension.

Funds that are recovered at the conclusion of the contract period will be reprogrammed to the next year's Action Plan.

4. COMPENSATION

It is expressly agreed and understood that the total compensation to be paid by the County under this Subgrant Agreement for the above described eligible activities shall not exceed \$27,880.00.

5. COMMUNICATIONS

The Subgrantee will direct all communications concerning this Subgrant Agreement to: Melissa Bellamy, Division Head, Middlesex County Division of Housing, 75 Bayard Street, 2nd Floor, NJ 08901.

The Subgrantee has designated the following individual as Community Development Liaison, and all communications concerning this Subgrant Agreement will be directed to:

Name: Joseph Reid	Phone: 732-735-2383
Address: Borough of Helmetta	Email: j.reid@helmettaboro.com
Address: 11 Locust Drive	Fax:
City, State Zip: Helmetta, NJ 08828	

6. RECORDS AND REPORTS

The Subgrantee agrees to establish and maintain sufficient records in a format acceptable to the County in order to enable the County to determine whether the Subgrantee has met the regulations of the US Department of Housing and Urban Development.

- A. General record keeping requirements are covered in the applicable Code of Federal Regulations (CFR) Sections listed in Attachment B. Special record keeping requirements for Community Development projects are outlined in Attachment C. With respect to financial records, the Subgrantee must specifically maintain a comparison of outlays and budget amounts for each component of the project, keep supporting documentation for all costs, and substantiate the reasonableness and eligibility of all costs.
- B. The Subgrantee shall submit project progress reports and financial status reports on a regular basis according to a schedule determined by the County, or by special request from the County, and in a format acceptable to the County.

- C. Currently, audits must be submitted annually, and regular progress reports must be submitted quarterly at deadlines established and communicated by the Middlesex County Division of Housing, Community Development & Social Services.
- D. Vouchers will not be processed unless progress reports are current, and payments due will be withheld for overdue or incomplete (as determined by the County Staff) progress reports. Subgrantees will be notified by email and/or regular mail.

7. PAYMENTS

- A. The County agrees to pay the Subgrantee for all reasonable and allowable project costs in accordance with the project budget set forth in Section 3 of Attachment "A" upon submission of a bona fide Middlesex County Miscellaneous Voucher with complete documentation.
- B. Payments can only be made for costs incurred after full execution of the Agreement, except the County may at its option permit reimbursement for pre-award costs provided such reimbursement would be in full compliance with 24 CFR § 570.200(h).
- C. Subgrantees may pay contractors and request reimbursement. For instances where the county's payment is not for reimbursement, the subgrantees must disburse funds to the contractor(s) within 3 days of receipt of check.
- D. Subgrantees are expected to submit vouchers for project expenditures at least quarterly in conjunction with the required progress reports. This is necessary to ensure compliance with the timeliness requirements for the CDBG program contained in 24 CFR § 570.902.
- E. All payments must be approved by the Board of County Commissioners and are therefore tied to its meeting schedule. In general, Middlesex County has two bill paying meetings each month to approve submitted and reviewed vouchers. The County is not responsible for payment delays caused by events beyond its control, e.g. HUD or bank actions.
- F. The County may suspend, withhold or terminate payment of the said activity in whole or in part for the following reasons:
 - Improper use of activity funds.
 - Failure to comply with the terms and conditions of this agreement.
 - Failure to comply with all conditions imposed by the US Department of Housing and Urban Development.
 - If the carrying out of the terms of this agreement is rendered impossible for any reasons including changes in Federal Law or the unavailability of funds from the US Department of Housing and Urban Development which are necessary for the continuation of the CDBG program.

8. AMENDMENTS

The County and/or the Subgrantee may, from time to time, require changes in the scope of services to be performed hereunder. Such changes, excluding those specified in Sections 1, 2, and 3 above, which are mutually agreed upon by and between the County and the Subgrantee shall be incorporated in written amendments to this Subgrant Agreement.

9. TERMINATIONS

This Subgrant Agreement may be terminated by either party subject, however, to compliance with the termination provisions as set forth in Attachment B.

10. PROGRAM CANCELLATION

It is understood that this Subgrant Agreement is financed by Federal funds and in the event the Federal government discontinues the program or cancels the payment of additional funds, the County reserves the right to cancel this Subgrant Agreement on five days' notice effective immediately, and in such event the County shall only be obligated for the payment under this Agreement for services rendered or work performed prior to the effective date of cancellation.

11. OBLIGATIONS OF SUBGRANTEE WITH RESPECT TO CERTAIN THIRD-PARTY RELATIONSHIPS

The Subgrantee shall remain fully obligated under the provisions of this Subgrant Agreement notwithstanding its designation of any third party or parties for the undertaking of all or any part of the program activities with respect to which assistance is being provided to the Subgrantee pursuant to this Subgrant Agreement. Any party which is not the Subgrantee shall comply with all lawful requirements of the Subgrantee necessary to ensure that the project for which assistance is being provided under this Subgrant Agreement is carried out in accordance with the Subgrantee's assurances and certifications to the County.

12. GENERAL TERMS AND CONDITIONS

This Subgrant Agreement is subject to and incorporates all of the terms and conditions outlined in Attachment B and the Subgrantee agrees to comply with all such terms and conditions.

13. CITIZEN PARTICIPATION REQUIREMENTS FOR MUNICIPALITIES

The Subgrantee, if a municipality, agrees to comply with the requirements of the Middlesex County Consolidated Plan Citizen Participation Plan as adopted by the Housing and Community Development (HCD) Committee and the Board of County Commissioners.

14. CONTINUED GOOD STANDING FOR PRIVATE NONPROFIT CORPORATIONS

The Subgrantee, if a private nonprofit corporation must provide a copy of a Certificate of Good Standing from the New Jersey Secretary of State as a condition for execution of this Agreement, must maintain its good standing for the duration of the Agreement, and agrees to provide documentation of its continued good standing to the County on request.

15. SPECIAL CONDITIONS

If applicable, any special conditions pertaining to this Subgrant Agreement are specified in Attachment D.

**RESOLUTION
#2021-86
PAYMENT OF BILLS**

All bills shall be paid per list.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			

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 April 21, 2021.


 SANDRA BOHINSKI, RMC
 Municipal Clerk

P.O. Type: All
Range: First to Last
Format: Detail without Line Item Notes

Open: N
Rcvd: Y
Bid: Y
Paid: N
Held: Y
State: Y
Void: N
Appr: N
Other: Y
Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc	First Rcvd	Chk/Void	Invoice
Item Description									Date	Date	
20-00799	12/31/20	NEW JERSEY FIRE EQUIPMENT CO.									
1		SCOTT 4500 PSI BOTTLES	3,263.40	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
2		SCOTT W/KEVLAR STRAP HARNESS	3,600.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
3		SCOTT RIT PAK III	3,438.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
4		GROVE HBB HYDRANT BUCKET BAGS	216.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
5		FIRE HOOKS RH-6 ROOF HOOKS	220.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
6		FIRE HOOKS RH-8 ROOF HOOKS	234.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R		12/31/20	04/16/21	
			10,971.40								
20-00804	12/31/20	PC PROGRESSIVE									
1		FIREMALL UPGRADECONTRACT RENEW	950.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		12/31/20	04/16/21	
2		BACKUPS	875.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		12/31/20	04/16/21	
3		ANTIVIRUS RENEWAL	725.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		12/31/20	04/16/21	
			2,550.00								
21-00074	01/29/21	GLOBAL INTERACTIVE SOLUTIONS									
1		GLOBAL PRO ACCOUNT	179.88	G-02-10-714-008	B Reserve - Alcohol Ed		R		01/29/21	04/16/21	
21-00154	03/15/21	PRECISION ANALYTICAL SVCS, INC									
1		FEBRUARY SAMPLE ANALYSIS	807.00	1-05-55-500-021	B WATER OPERATING OE		R		03/15/21	04/16/21	
21-00159	03/18/21	HOME DEPOT									
1		2X4X8 FOR SANDYS WINDOW	10.47	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
2		TRIM	21.93	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
3		WHITE CAULK	2.58	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
4		FINISHING NAILS FOR TRIM	1.50	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
			36.48								
21-00160	03/18/21	AUTOZONE STORES LLC									
1		RAPTOR LINER FOR 8500	120.89	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R		03/18/21	04/16/21	
21-00162	03/18/21	BETTER LIVING									
1		STEEL WOOL	3.59	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
2		TOGGLE SWITCH	7.79	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	
3		3 INCH WIRE BRUSH	6.49	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R		03/18/21	04/16/21	

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
Item Description					Acct Type	Description					
21-00162	03/18/21	BETTER LIVING		Continued							
4	6	INCH WIRE BRUSH	8.29	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
5		PAINT RESPIRATOR	89.98	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
6		MM	4.89	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
7	1/4	COUPLER	7.29	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
8	1/4	FEMALE PLUG	2.29	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
9		FREEZER BAGS	24.98	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/18/21	04/16/21		
			155.59								
21-00164	03/22/21	MAXIMUM SECURITY SYSTEMS									
1		COMMUNITY CENTER MONITORING	112.50	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/22/21	04/16/21		
21-00168	03/22/21	GLUCK WALRATH LLP									
1		CAPITAL ORDINANCE 2021-03	450.00	1-01-20-712-020	B	LEGAL SERVICES OE	R	03/22/21	04/16/21		
21-00170	03/25/21	SAYREBROOK VETERINARY HOSPITAL									
1		RABIES CLINIC- 3/23/21	164.00	1-01-27-788-020	B	ANIMAL CONTROL OE	R	03/25/21	04/16/21		
2		SYRINGES	22.79	1-01-27-788-020	B	ANIMAL CONTROL OE	R	03/25/21	04/16/21		
			186.79								
21-00171	03/25/21	AUTOZONE STORES LLC									
1		BATTERY FOR DODGE DURANGO	79.99	1-01-25-752-020	B	FIRE PREVENTION BUREAU OE	R	03/25/21	04/16/21		
2		UNDERCOAT PAINT FOR 8500	63.63	1-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	03/25/21	04/16/21		
			143.62								
21-00172	03/25/21	CIRCLE JANITORIAL SUPPLIES									
1		SHOP PAPER TOWELS	23.75	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/25/21	04/16/21		
2		33 GALLON TRASH BAGS	27.50	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/25/21	04/16/21		
3		55 GALLON TRASH BAGS	29.50	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/25/21	04/16/21		
4		DEODORIZERS	84.50	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/25/21	04/16/21		
			165.25								
21-00180	03/30/21	PC PROGRESSIVE									
1		DAILY BACKUPS JANUARY-MARCH	360.00	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/30/21	04/16/21		
2		REGULAR SERVICE	112.50	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/30/21	04/16/21		
			472.50								
21-00182	04/01/21	HOME DEPOT									
1		40LB GRASS SEED	49.98	1-01-26-765-020	B	STREETS & ROADS OE	R	04/01/21	04/16/21		

April 21, 2021
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BOROUGH OF HELMETTA
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	Invoice
Item Description					Acct Type	Description		Enc Date	Date	Date	
21-00193	04/05/21	PRECISTON ANALYTICAL SVCS, INC									
1 MARCH SAMPLE ANALYSIS			37.00	1-05-55-500-021	B	WATER OPERATING OE	R	04/05/21	04/16/21		
21-00194	04/05/21	JOHNSON CONTROLS SECURITY SOL.									
1 QUARTERLY BILLING 4/1/21-6/30			374.12	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/05/21	04/16/21		
21-00198	04/06/21	TIDBURY CREEK FARMS NURSERY									
1 PANSY			96.00	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/07/21	04/16/21		
2 GRACILLIMUS			149.90	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/07/21	04/16/21		
			245.90								
21-00199	04/07/21	EAST BRUNSWICK WATER UTILITY									
1 JANUARY 2021 WATER			26,222.63	1-05-55-500-025	B	PURCHASE OF WATER	R	04/07/21	04/16/21		
2 FEBRUARY 2021 WATER			23,684.96	1-05-55-500-025	B	PURCHASE OF WATER	R	04/07/21	04/16/21		
			49,907.59								
21-00201	04/07/21	REMINGTON & VERNICK ENGINEERS									
1 INVOICE#1206T082-10			969.20	C-04-55-700-100	B	20-02 ROAD IMPROVEMENTS OLD FORGE RD	R	04/07/21	04/16/21		
21-00202	04/07/21	REMINGTON & VERNICK ENGINEERS									
1 INVOICE#1206T084-5			190.00	G-02-15-026-011	B	CDBG 2020	R	04/07/21	04/16/21		
21-00203	04/07/21	REMINGTON & VERNICK ENGINEERS									
1 INVOICE#1206T085-4			372.00	C-04-55-901-100	B	DESIGN OF IMPROVEMENTS TO MAPLE STREET	R	04/07/21	04/16/21		
21-00207	04/08/21	AMAZON CAPITAL SERVICES									
1 INVOICE#1MT4-GN9V-6HFR			177.53	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/08/21	04/16/21		
21-00208	04/08/21	ALLEGANCE LAWN & GARDEN									
1 MULCH			148.50	1-01-28-796-020	B	PARKS OE	R	04/08/21	04/16/21		
2 MULCH			24.70	1-01-28-796-020	B	PARKS OE	R	04/08/21	04/16/21		
3 MULCH			54.40	1-01-28-796-020	B	PARKS OE	R	04/08/21	04/16/21		
4 MULCH			59.40	1-01-28-796-020	B	PARKS OE	R	04/08/21	04/16/21		
5 DROP OFF FILL			10.00	1-01-28-796-020	B	PARKS OE	R	04/08/21	04/16/21		
			297.00								
21-00209	04/09/21	HELMETTA MUNICIPAL COURT									
1 JANUARY CC FEES			201.74	1-01-42-855-020	B	MUNICIPAL COURT OE	R	04/09/21	04/16/21		
2 FEBRUARY CC FEES			240.44	1-01-42-855-020	B	MUNICIPAL COURT OE	R	04/09/21	04/16/21		

PO #	PO Date	Vendor	Amount	Charge Account	Contract P0 Type	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
21-00209	04/09/21	HEL07		Continued							
			239.90	1-01-42-855-020	B MUNICIPAL COURT OE		R	04/09/21	04/16/21		
			682.08								
21-00210	04/09/21	REM01		REMNICK ENGINEERS							
			450.00	T-14-57-000-026	B ESCROW - BOHINSKI		R	04/09/21	04/16/21		
21-00211	04/12/21	CAR05		CARROT-TOP INDUSTRIES INC.							
			173.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/20/21		
			56.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/20/21		
			13.73	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/20/21		
			244.71								
21-00213	04/12/21	REM01		REMNICK ENGINEERS							
			5,152.00	C-04-55-900-100	B 20-03 GIS		R	04/12/21	04/16/21		
21-00214	04/12/21	AMAZ005		AMAZON CAPITAL SERVICES							
			301.80	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/16/21		
			5.28	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/16/21		
			24.99	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/16/21		
			38.09	1-01-26-772-020	B BUILDINGS & GROUNDS OE		R	04/12/21	04/16/21		
			82.32	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	04/12/21	04/16/21		
			45.99	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	04/12/21	04/16/21		
			47.99	1-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS		R	04/12/21	04/16/21		
			546.46								
21-00215	04/12/21	HOME02		HOME DEPOT							
			21.68	1-01-26-765-020	B STREETS & ROADS OE		R	04/12/21	04/21/21		
			12.48	1-01-26-765-020	B STREETS & ROADS OE		R	04/12/21	04/21/21		
			26.60	1-01-26-765-020	B STREETS & ROADS OE		R	04/12/21	04/21/21		
			21.20	1-01-26-765-020	B STREETS & ROADS OE		R	04/12/21	04/21/21		
			7.98	1-01-28-796-020	B PARKS OE		R	04/12/21	04/21/21		
			59.85	1-01-28-796-020	B PARKS OE		R	04/12/21	04/21/21		
			22.77	1-01-28-796-020	B PARKS OE		R	04/12/21	04/21/21		
			172.56								
21-00216	04/13/21	KELSO05		KELSO & BURGESS							
			600.00	1-01-25-757-020	B MUNICIPAL PROSECUTOR OE		R	04/13/21	04/16/21		

PO #	PO date	Vendor	Amount	Charge Account	Contract	PO Type	Stat	Chk	First	Rcvd	Chk/Void	Invoice
Item Description					Acct Type	Description	/Chk	Enc	Date	Date	Date	
21-00227	04/16/21	JCP01 JCP&L										
1 ACCT# 100 054 008 006			71.87	1-01-31-825-020	B	ELECTRICITY	R		04/16/21	04/16/21		
2 ACCT# 100 054 008 006			61.71	1-01-31-825-020	B	ELECTRICITY	R		04/16/21	04/16/21		
3 ACCT# 100 114 338 708			3.57	1-01-31-825-020	B	ELECTRICITY	R		04/16/21	04/16/21		
4 ACCT# 100 128 456 728			3.10	1-01-31-825-020	B	ELECTRICITY	R		04/16/21	04/16/21		
			140.25									
21-00228	04/16/21	NEWJEO05 NEW JERSEY PLANNING OFFICIALS										
1 MUNICIPAL LAND USE LAW 2021			27.00	1-01-21-720-020	B	PLANNING BOARD OE	R		04/16/21	04/16/21		
21-00229	04/16/21	READ										
1 WATER		READY REFRESH BY NESTLE	25.97	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R		04/16/21	04/16/21		
21-00230	04/20/21	MONROE TOWNSHIP UTILITY DEPT.										
1 SEWAGE TREATMENT 2QTR 2021			68,711.00	1-07-55-500-023	B	MONROE M. U. A. CHARGES	R		04/20/21	04/20/21		
21-00231	04/20/21	ACTION DATA SVC, INC										
1 PAYROLL INVOICE# 72928			65.84	1-01-20-705-021	B	FINANCE OE	R		04/20/21	04/20/21		
2 PAYROLL INVOICE# 72928			21.94	1-05-55-500-021	B	WATER OPERATING OE	R		04/20/21	04/20/21		
3 PAYROLL INVOICE# 72928			21.94	1-07-55-500-021	B	SEWER OPERATING OE	R		04/20/21	04/20/21		
			109.72									
21-00233	04/20/21	VERIZON WIRELESS										
1 CELL PHONE			71.60	1-01-26-765-020	B	STREETS & ROADS OE	R		04/20/21	04/20/21		
21-00234	04/20/21	JCP01 JCP&L										
1 ACCT# 100 008 806 760			7.16	1-01-31-825-020	B	ELECTRICITY	R		04/20/21	04/20/21		
2 ACCT# 100 117 346 864			210.85	1-01-31-825-020	B	ELECTRICITY	R		04/20/21	04/20/21		
			218.01									
21-00235	04/20/21	ATLANTIC TOMORROWS OFFICE										
1 INVOICE CINI149788C			174.85	1-01-31-832-020	B	COPYING	R		04/20/21	04/20/21		
21-00236	04/21/21	MIDDLESEX COUNTY TREASURER										
1 FUEL USAGE-MARCH 2021			247.77	1-01-31-833-020	B	GASOLINE	R		04/21/21	04/21/21		
21-00237	04/21/21	GLUCK WALRATH LLP										
1 CAPITAL ORDINANCE 2021-04			450.00	1-01-20-712-020	B	LEGAL SERVICES OE	R		04/21/21	04/21/21		

April 21, 2021
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BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 8

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type	Description		Enc Date	Date	
21-00238	04/21/21	RIL10				RILEIGHS OUTDOOR DECOR				
1 SHIPPING-INVOICE#36313/35510			55.20	1-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/21/21	04/21/21	

Total Purchase Orders: 58 Total P.O. Line Items: 126 Total List Amount: 385,250.70 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	17,083.90	0.00	17,083.90	0.00	0.00	17,083.90
WATER OPERATING FUND	0-05	2,437.50	0.00	2,437.50	0.00	0.00	2,437.50
SEWER OPERATING FUND	0-07	2,437.50	0.00	2,437.50	0.00	0.00	2,437.50
	Year Total:	21,958.90	0.00	21,958.90	0.00	0.00	21,958.90
CURRENT FUND	1-01	231,281.29	0.00	231,281.29	0.00	0.00	231,281.29
WATER OPERATING FUND	1-05	53,369.01	0.00	53,369.01	0.00	0.00	53,369.01
SEWER OPERATING FUND	1-07	71,328.42	0.00	71,328.42	0.00	0.00	71,328.42
	Year Total:	355,978.72	0.00	355,978.72	0.00	0.00	355,978.72
GENERAL CAPITAL FUND	C-04	6,493.20	0.00	6,493.20	0.00	0.00	6,493.20
GRANT FUND	G-02	369.88	0.00	369.88	0.00	0.00	369.88
BUILDERS' ESCROW FUND	T-14	450.00	0.00	450.00	0.00	0.00	450.00
	Total of All Funds:	385,250.70	0.00	385,250.70	0.00	0.00	385,250.70

RESOLUTION
#2021-87

**AUTHORIZING THE BOROUGH OF HELMETTA TO ENTER INTO
THE LITTER PICK UP PROGRAM AGREEMENT WITH THE
COUNTY OF MIDDLESEX**

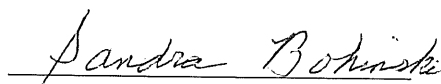
BE IT RESOLVED, that the Mayor and Municipal Clerk are hereby authorized to sign the Litter Pick Up Program Agreement with the County of Middlesex.

Funding will be given to the Borough to pick up litter on County Roads in 2021 between May 1 and November 31, 2021. For 2022 and 2023, litter may be picked up for 2022 and 2023 any time between March 1 and November 30. The County will provide reimbursement to the Municipality for actual labor costs of each pickup even.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			

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 April 21, 2021.


SANDRA BOHINSKI, RMC
Municipal Clerk

LITTER PICK UP PROGRAM AGREEMENT

Agreement made of this 21st day of April, 2021, by and between the **County of Middlesex**, a municipal corporation of the State of New Jersey having an address of Middlesex County Administration Building, John F. Kennedy Square, New Brunswick, New Jersey, 08901, hereinafter referred to as the “**County**”, and the **Borough of Helmetta**, a corporation of the State of New Jersey, having an address of 51 Main St., Helmetta, New Jersey 08828, hereinafter referred to as the “**Municipality.**”

WITNESSETH:

WHEREAS, the County, has undertaken a Clean Communities program (the “Program”) for the residents of the County; and

WHEREAS, the Program will be implemented by the County Division of Environmental Health/Solid Waste Management (DSWM) in certain municipalities in the County; and

WHEREAS, in order to implement the Program, the County will provide funding to municipalities to pick up litter on County maintained roads; and

WHEREAS, the COUNTY and the MUNICIPALITY are authorized to enter into this Agreement, pursuant to Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, *et seq.*; and

NOW, THEREFORE, in consideration of mutual covenants and conditions between the parties, the sufficiency of which is hereby acknowledged, the County and Municipality hereby agree as follows:

1. The Middlesex County DSWM will provide the Municipality with funding to pick up litter on County maintained roads.
2. The Municipality shall pick up litter in 2021 between May 1 and November 30, 2021. For 2022 and 2023, litter may be picked up any time between March 1 and November 30.
3. The Municipality shall notify the County Public Works Division specifying the dates and locations, and approximate mileage of the roads that will have litter picked up.
4. The County will provide reimbursement to the Municipality for the actual labor cost of each litter pickup event. Documentation including employee names, total hours worked per employee and hourly wage must be submitted to the County.

5. The County will only pay for litter pick up hourly wages and will not provide reimbursement for administrative or supervisory duties.

6. The County will provide a maximum initial yearly reimbursement to the town of \$5,000.00. An additional \$5,000.00 may be provided upon funding availability and written confirmation from the Division of Solid Waste Management. Yearly funding availability will be provided to the Municipality in January of each year.

7. The Municipality shall be responsible for the cost of all necessary supplies, litter disposal and payment of said disposal.

8. The Municipality shall provide to the Middlesex County DSWM an invoice with the information in numbers 3 and 4 above. The DSWM will review this documentation and arrange for the appropriate amount of reimbursement pursuant to this agreement. Invoicing must be submitted on August 31 and December 15 of each year.

9. The Municipality shall hold harmless and save, protect and indemnify, the County, and its respective officials, members, agents and employees from any damages, suits, or claims for damages to persons or property which arise out of the actions or failure to act of the Municipality and/or its employees or agents in carrying out the provisions of this Agreement.

10. This Agreement shall be for a thirty two month (32 month) period or the duration of the Contract between the County and the Vendor commencing on May 1, 2021 and ending on December 31, 2023 or for such shorter period as may be dictated by the exhaustion of available funds. Any party may terminate this Agreement by providing a thirty (30) day written notice to the other parties hereto.

11. Merger Clause. This Agreement constitutes the entire Agreement and understanding between the parties in relation to its subject matter, and supersedes all previously and contemporaneous agreements, understandings, representations and warranties between the parties.

12. Modifications. The terms and conditions in this Agreement, including any schedules herein or attached hereto, may be modified at any time by mutual agreement of the parties in writing duly signed by their authorized representatives.

13. Notices. Any notice or consent required or permitted hereunder shall be in writing and shall be delivered to the other party by registered or certified mail, return receipt requested, overnight mail, and addressed to the party as set forth below or to such other address as said party may have specified by notice given in writing to the other party:

To the County:

County of Middlesex
DSWM
13-15 Kennedy Blvd
East Brunswick, NJ 08816

To the Municipality:

Borough of Helmetta
Helmetta Municipal Bldg.
51 Main St.
Helmetta, NJ 08828

14. **Governing Law.** This agreement and any questions concerning its validity, construction and performance shall be governed by the laws of the State of New Jersey. The Parties further agree that any and all claims arising under this Agreement, or related thereto, shall be heard and determined either in the courts of the State of New Jersey with venue in the Middlesex County vicinage or in the federal courts located in New Jersey, as appropriate.

15. **Severability.** In the event that any provision of this Agreement, for any reason, shall be determined to be invalid, illegal or unenforceable in any respect, the parties hereto shall negotiate in good faith and agree to such amendments to this Agreement or to such other appropriate actions as, to the maximum extent practicable in light of such determination, shall implement and give effect to the intentions of the parties as reflected herein and any other provisions of this Agreement, as so amended, shall remain in full force and effect.

16. As provided for in N.J.S.A. 40A:65-1 et seq. this agreement shall take effect upon the adoption of an approving resolution by the Municipality and an approving resolution by the County. Upon proper execution and attestation of this agreement, the proper officials of each of the parties are hereby authorized and directed to make and perform any and all acts necessary to carry out the purposes of this agreement.

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed by their proper officers and have their proper seals affixed, the day and year first above written.

ATTEST:

COUNTY OF MIDDLESEX

Amy Petrocelli, Clerk

Ronald G. Rios,
County Commissioner Director

ATTEST:

MUNICIPALITY

Sandra Bohinski

Sandra Bohinski, Clerk

Christopher Slavicek, Mayor

Christopher Slavicek, Mayor