

Borough of Helmetta
Reorganization Meeting
January 4, 2017 - 7:00 p.m.

Meeting Called to Order - Salute to the Flag - Moment of Silence

Statement of Open Public Meetings Law

Presentation

Certification of Election Results of November 8, 2016

Administration of Oath of Office by Mayor Chris Slavicek to:

Joseph Reid, Councilman

Ronald Dzingleski, Councilman

Noreen Carolan-Genthe, Councilwoman

Calling of the Roll

Statements from Mayor & Elected Officials

Public Portion

Election of Council President

Consent Agenda Resolution

Administration of Oath of Offices

Adjournment

Borough of Helmetta
Reorganization Meeting
January 4, 2017 - 7:00 p.m.

Meeting Called to Order - Salute to the Flag - Moment of Silence

The meeting was called to order at 7:00 p.m. by Mayor Chris Slavicek.

All in attendance Pledged Allegiance to the Flag and offered a moment of silence for our men and women in the military protecting our freedom.

Statement of Open Public Meetings Law

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.

Presentation

Mayor Slavicek introduced Bill and Ryan Kloos, two incredible young men who raised funds for two year old Trent Powers from Helmetta who suffers from muscular duchenne. The Kloos' have a Christmas light display and they raise funds for those in need. This year they raised over \$10,000.00. They also presented a small toy car that Trent could ride that had Kloos light show on it. Trent's father extended his thanks to Bill and Ryan and to all who helped in this endeavor. (The Kloos' also bought cupcakes for everyone.)

Certification of Election Results of November 8, 2016

At the General Election held on November 8, 2016 a contest was held for the position of two-three year Council seats and one – one year Council seat. There are 1,511 registered voters in the Borough of Helmetta and on this date 1,089 votes were cast. 964 on the voting machine, 108 mail-in, 13 provisional ballots, 3 Federal and 1 military.

The results for the two three year seats were as follows; Joseph Reid 469, Ronald Dzingleski 444, Michael Duffy 432, James Misner 400. Noreen Carolan-Genthe ran unopposed for the one-one year seat. Statements of determination were received from Sylvia Engel, Chairman of the Board of County Canvassers and attested by Elaine Flynn, County Clerk, that Joseph Reid, Ronald Dzingleski, and Noreen Carolan-Genthe have been duly elected to respectively serve as Council members.

Administration of Oath of Office by Mayor Chris Slavicek

Mayor Chris Slavicek individually called upon and administered the Oath of Office to: Joseph Reid, Councilman; Ronald Dzingleski, Councilman; and Noreen Carolan-Genthe, Councilwoman

Calling of the Roll:

Mayor Chris Slavicek

Councilmembers:

Peter Karczewski

Ronald Dzingleski

Noreen Carolan-Genthe

Sewell Peckham

Joseph Perez

Joseph Reid

Also in attendance:

Matthew Crane, Borough Administrator

Joseph Youssof, Borough Attorney

Denise Marabello, CFO

Statements from Mayor & Elected Officials

Councilman Karczewski thanked the Kloos family. What they do speaks a lot about them. He is extremely proud that they are part of our Community. Everyone should follow and be as selfless as they are. He said that Chris, our Mayor, has done a tremendous job and he looks forward to another year and with the support of everyone we will move forward.

Councilman Dzingleski thanked everyone for their support during the election. Overwhelmed is one thing he has to say. It is one thing to be selected by a few people; it says something more when you are elected by the people in the community. It is an honor and privilege to serve this great town of Helmetta.

Councilwoman Carolan-Genthe thanked her family and the Council and all the residents of Helmetta for their support.

Councilman Reid said he wanted to thank the Kloos family for what they did. He thanked all those who supported him - Chris, Ron, Noreen, his Mom, Wendy, Kevin Boven and especially the residents of the community for letting them serve another term. He really appreciates it and thank you

Mayor Slavicek wished everyone a Happy New Year and thanked the Staff that was present and who work tirelessly every day. He said we have the best staff in New Jersey. He thanked the residents, our volunteers, family and friends for a great 2016. Like a bridge I look forward to continuing to collaboratively provide a strong and solid structure that supports the framework of our beautiful and safe community. A famous quote, we build too many walls and not enough bridges. So Helmetta let's build more bridges in 2017. Thank you.

Public Portion

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

Election of Council President

A MOTION to elect Peter Karczewski as Council President was made by Councilman Dzingleski and SECONDED by Councilman Reid. There were no other nominations.
ROLL CALL: 6-0.

Consent Agenda Resolution

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

- #02 Appointment of Borough Attorney - Joseph Youssouf, Esq.
- #03 Rules to Govern in 2017
- #04 Appointments of Standing Committees
- #05 Meeting Dates for 2017
- #06 Appointment of Borough Auditor - Gerard Stankiewicz, CPA, RMA
- #07 Appointment of Borough Engineer - Terence M. Vogt
- #08 Appointment of Borough Planner - Terence M. Vogt
- #09 Appointment of Labor and Employment Counsel - Matthew Giacobbe, Esq.
- #10 Appointment of Municipal Prosecutor - Paul Granick
- #11 Appointment of Public Defender
- #12 Appointment of Acting Municipal Court Administrator - Danielle Tanzi
- #13 Appointment of Municipal Court Staff- Christine Hughes & Lori Kartelias
- #14 Appointment of Fire Marshal- Joseph Kotora
- #15 Appointment of Tax Search Official- Tina McDermott
- #16 Appointment of Assessment Search Official - Sandra Bohinski
- #17 Appointments of Assistant Tax Collector/Utility Revenue Collector and Deputy Registrar - Carol Feig
- #18 Appointment of Back-Up Water Operator - George Smith
- #19 Appointment of Purchasing/Buyer - Sandra Bohinski
- #20 Appointment of Council Representative to Planning Board- Ronald Dzingleski
- #21 Appointment of Middlesex County Housing and Community Development Representative - Sewell Peckham
- #22 Appointment of Alternate to Middlesex County Housing and Community Development Representative - Peter Karczewski
- #23 Appointment of Flood Control Commission Representative - Darren Doran
- #24 Appointment of Alternate to Transportation Coordinating Committee Joseph Perez
- #25 Approval of Cash Management Plan for 2017
- #26 Returned Check Charge
- #27 Cancellation of Minimum Balances
- #28 Authorization to Conduct Tax Lien Sale
- #29 Interest on Delinquent Taxes
- #30 Penalties for Delinquencies over \$10,000
- #31 Interests on Delinquent Water & Sewer Payments
- #32 Official Newspapers - Home News Tribune & Sentinel
- #33 Authorization of a Petty Cash Fund
- #34 Custodian of Petty Cash Fund - Matthew Crane
- #35 Approval of 2017 Temporary Budget Appropriations
- #36 Appointment of Public Compliance Agency Officer - Sandra Bohinski
- #37 Appointment of Registered Recycling Coordinator - David Sliker
- #38 Appointment of Deputy Recycling Coordinator - Sandra Bohinski
- #39 Appointment of Business Administrator- Matthew Crane
- #40 Appointment of Abandoned/Vacant Property Official - Joseph Kotora
- #41 Representative to Solid Waste Advisory (SW AC) - Darren Doran
- #42 Appointment of Council Representative to Middlesex County Health & Wellness Council- Noreen Carolan-Genthe
- #43 Appointment of Office of Emergency Management (OEM) Coordinator- Jack Kramer
- #44 Appointment of Office of Deputy Emergency Management (OEM) Coordinator- William Kloos
- #45 Appointment of Animal Control Officer

#46 Appointment of Chief Financial Officer (CFO)

MOTION – Councilman Karczewski SECOND – Councilman Dzingleski

ROLL CALL: 6 - 0

Administration of Oath of Offices the Fire Department Officers and Executive Officers of the Fire Department

Mayor Slavicek called upon and administered the Oath of Office to Our Fire Department Officers: Chief Pradeep Mathew, Deputy Chief Joseph Reid, Captain Rob Simonelli, Jr., First Lieutenant Chris Acs, Second Lieutenant Vincent Amabile. Our Executive Officers President Duane Hoven, Vice President Jack Kraemer, Secretary Eric Knapp. He thanked them for all their continued support to the community. This year has proved that we are coming together as one and he appreciates this.

Mayor Chris thanked our Borough Attorney Joseph Youssef, who is coming back for round two, we thank you for your professional expertise; CFO Denise Marabello, she works tirelessly upstairs she's done a great job coming and fixing some concerns and issues our Borough Clerk Sandra Bohinski who is recuperating from her by-pass surgery; our Helmetta Police Department currently under the direction of Howie Messler for keeping us safe each and every day we see you out there and we truly appreciate it, Last but not least Matthew Crane who has to do deal with my wrath every day. He keeps the puzzle together. Thank you for all your efforts. Happy New Year to all

Adjournment

There being no further business a MOTION was made by Councilman Karczewski and SECONDED by Councilman Peckham to adjourn the meeting.
ROLL CALL: 6-0.

Minutes typed via tape
Sandra Bohinski

**RESOLUTION
#2017-01**

COUNCIL PRESIDENT

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta,
County of Middlesex, State of New Jersey that

Peter Marczewski

BE IT RESOLVED AND HEREBY RESOLVED, that *he* is elected COUNCIL PRESIDENT.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Dzingleski	✓		✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid		✓	✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

Consent Agenda:

- #02 Appointment of Borough Attorney - Joseph D. Youssef, Esq.
- #03 Rules to Govern in 2017
- #04 Appointments of Standing Committees
- #05 Meeting Dates for 2017
- #06 Appointment of Borough Auditor - Gerard Stankiewicz, CPA, RMA
- #07 Appointment of Borough Engineer - Terence M. Vogt
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- #43 Appointment of Office of Emergency Management (OEM) Coordinator- Jack Kramer
- #44 Appointment of Office of Deputy Emergency Management (OEM) Coordinator- William Kloos
- #45 Appointment of Animal Control Officer –Jacqueline Baird
- #46 Appointment of Chief Financial Officer (CFO)- Denise Marabello

**RESOLUTION
#2017- 02**

A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO JOSEPH D. YOUSOUF, ESQ. FOR LEGAL SERVICES AS THE BOROUGH ATTORNEY FOR THE 2017 CALENDAR YEAR

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there exists a need for legal services for the 2017 calendar year; and

WHEREAS, Joseph D. Youssof, Esq., has submitted a proposal indicating that he will provide legal services as the Borough Attorney for the Borough of Helmetta at the rate of \$400.00 per meeting and \$140.00 per hour for ordinance preparation, resolutions and formal opinion letters to be paid quarterly upon submission of invoice; and

WHEREAS, the term of this contract is one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Joseph D. Youssof, Esq. has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Joseph D. Youssof, Esq. has completed and submitted the necessary disclosure of political contributions pursuant to NJ.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, NJ.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Joseph D. Youssof, Esq. for the provision of legal services as the Borough Attorney for the 2017 calendar year; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under NJ.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-01-20-712-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 03**

RULES TO GOVERN IN 2017

WHEREAS, the members of the Governing Body have read the proposed Rules of the Borough Council for the Borough of Helmetta which were compiled in 1994 and since amended; and

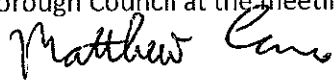
WHEREAS, the Governing Body finds said rules to be acceptable for the purpose of conducting the meetings of the Borough Council.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council that the Rules of the Council of the Borough of Helmetta, Middlesex County, New Jersey be and they are hereby adopted as the official rules governing the Borough Council of the Borough of Helmetta for the year 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RULES OF THE COUNCIL
OF THE
BOROUGH OF HELMETTA
MIDDLESEX COUNTY
NEW JERSEY
YEAR-2017**

RULE NUMBER ONE:

The Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be held on the third Wednesday of each month at seven p.m., prevailing time, in the Borough Council Chambers in the Municipal Building, provided, however, that in the event any such Business Session shall fall due upon a Legal Holiday then such Business Session shall be held as called by motion duly adopted at the previous meeting.

Special Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be called and held as provided by Statute and upon written notice designating the time and place of said Special Meeting, signed by the Mayor or four (4) members of the Borough Council, which Notice shall be given to all Members of the Council at least forty-eight (48) hours before the time of said Special Meeting.

Continued and Adjourned Meetings of the Mayor and the Borough Council of the Borough of Helmetta shall be called and held at the time and place designated by motion or resolution under which it is held.

RULE NUMBER TWO:

Each Business Meeting shall be conducted in the following prescribed manner:

Meeting shall be called to Order by the Presiding Officer

Pledge of Allegiance

Moment of Silence

Meeting of Notice of Compliance with the Open Public Meetings Law

Calling of the Roll

Public Portion

Consent Agenda

Action on Minutes of previous meeting

Reciting of Ordinance, by title only, on second reading and Public Hearing thereon

Report of Mayor

Report of Borough Attorney.

Reading and consideration of Memorials, Petitions and Communications

Reading of communications shall be as follows: All communications received by the Mayor and Borough Council shall be prepared in digest form and entered upon the minutes of the Regular Meeting Agenda and submitted as follows:

Dated: Recipient: Sender: Text:

and the communications shall not be read in full nor shall the list be read in total unless specified by the Mayor and or Council Member

Reading of Resolutions not listed on the Consent Agenda

Reports of Committees

Unfinished Business of previous meeting
New Business
Reciting by title only of Ordinances for introduction for First Reading
Public Hearings other than called for by Special Meeting
Adjournment

RULE NUMBER THREE:

The Council shall have the discretion to permit, prohibit or regulate the active participation of the public at any Meeting, however, the Council shall be required to set aside a portion of every Meeting for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Borough. The Council has determined to set aside up to sixty minutes (one hour) for the Public Portion of all Council Meetings. The Council shall have the discretion to waive this one hour limitation on a case-by-case basis if the circumstances so warrant it, thereby allowing the Public Portion of a given Meeting to exceed one hour.

The Council shall enforce a "Five (5) Minute Rule" upon each individual of the public desiring to speak during the Public Portion of a Council Meeting. The Five Minute Rule shall give each individual of the public one turn to speak per meeting, for up to five minutes. Once each individual is done speaking, even if the five minute timeframe has not yet ran, such individual's turn to speak is over. The Council has the discretion to waive the Five Minute Rule on a case-by-case basis if the circumstances so warrant it.

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. During the Public Portion of any Meeting, the members of the public as well as all Members of 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 shall 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 up.

RULE NUMBER FOUR:

When a sufficient number of Members to constitute a quorum are present, the Mayor or in his/her absence, the President of the Council or in his/her absence, the President of the Council pro-tern, whom the quorum shall appoint, shall call them to order. Three members and the Mayor, or four members, constitute a quorum.

RULE NUMBER FIVE:

As soon as the Meeting comes to Order, the Clerk shall call the Roll and note the absentees. In case of the absence of the Clerk, the Presiding Officer shall appoint a Clerk Pro-Tern.

RULE NUMBER SIX:

Any Member of the Governing Body shall have the right to submit a resolution

for consideration of the Council, and the Presiding Officers, whether it is the Mayor or the President of the Council, shall have no right to prevent such resolution from being read or voted upon. In the event such Presiding Officer shall decline to permit any such resolution to be voted upon, any member of the Council shall thereupon have the right to call the roll and request a vote thereon, provided, however, in the event that such refusal is rendered in the first instance by the Mayor, the President of the Council shall have priority over other Council Members to call for such vote.

RULE NUMBER SEVEN:

When a question is under debate, no motion shall be in order, unless to recess, to refer, or to amend and these shall have precedence in the order in which they are named, the first three of which shall be decided without debate. A motion to commit or refer, until it is decided shall preclude all amendments of the main question.

RULE NUMBER EIGHT:

When a motion has been made and seconded, it shall be stated by the Presiding Officer before it is open for discussion, and after thus being stated, it shall be deemed in the possession of the Council, but may be withdrawn or amended by the mover at any time before discussion.

RULE NUMBER NINE:

When an Ordinance is presented, the Presiding Officer shall direct it to be read by title only by the Clerk, and when it is agreed that the same shall be taken up, it shall then be read and decided upon, after which the main question shall be put: "Shall the Ordinance be adopted on First Reading by title only and advertised as required by law for Public Hearing on Second Prior to Final Passage?" When an Ordinance is taken up on Final Passage after Public Hearing, it shall be read by title only, and after the reading of the title the vote shall be taken. Any Ordinance may be amended at First Reading or at a Public Hearing prior to Final Passage.

RULE NUMBER TEN:

The Ayes and Nays may be called for by any Member and being so called, the names of those who voted for or against any question, if requested by any Member, shall be entered upon the Minutes.

RULE NUMBER ELEVEN:

When a Member intends to speak upon a question, he shall acknowledge the Chair only in his opening remarks, thenceforth; he/she shall confine himself/herself to the question and avoid personalities. Should more than one member speak at one time, the Presiding Officer shall determine who is entitled to the floor.

RULE NUMBER TWELVE:

The previous question may be called for by any Member, and if seconded, shall be put in this manner: "Shall the main question now be put?" and until it is decided, shall preclude all amendments to the main question and all further debate.

RULE NUMBER THIRTEEN:

Any Member may call another Member to order while speaking, when the debate shall be suspended and the Member shall not speak until the point of order is determined. When the appeal from the decision of the Chair is called for, no other questions but the point of appeal shall be debated, when the question shall be put "Shall the decision of the Chair be sustained?"

RULE NUMBER FOURTEEN:

When any question is stated, and the Council agrees it to be put, no Member shall be at liberty to withhold his vote. A "Pass Vote" shall be considered a "Yes Vote". An Abstention Vote shall be not counted as "Yes Vote" or a "No Vote" under any circumstance.

RULE NUMBER FIFTEEN:

A motion to adjourn shall always be in order and decided without a debate.

RULE NUMBER SIXTEEN:

At the Annual Reorganization Meeting, or at the First Meeting, or at the First Regular Meeting thereafter in January, the Council may establish all Standing Committees, and all other Committees not covered by State Statute, which appointments shall be approved by a majority vote of the Council. In the event the Council shall fail, refuse or neglect to establish such committees, or if the Council shall decline to approve and confirm any all of the same, the said Council shall have the right or power to make such appointments thereafter by majority vote. Special Committees may be appointed by the Mayor from time to time. Each Standing Committee shall consist of at least two Members and the Mayor shall be an Ex-Officio Member of all Committees and Departments.

RULE NUMBER SEVENTEEN:

The Chairman of the Department or Special Committee shall be specifically named as such. It shall be his duty to give notice of the time and place of such meetings for the purpose of preparing the business for which they are appointed.

RULE NUMBER EIGHTEEN:

Standing Committees of the Borough Council shall be the following:

- Committee on Finance
- Committee on Public Safety
- Committee on Public Works/Public Property
- Committee on Recreation/Public Events
- Committee on Sanitation/Recycling
- Committee on Education

RULE NUMBER NINETEEN:

The names of the Members of the Council when called by the Clerk on any question shall be called in the following manner: the Council President will be called first and the remaining Council Members shall be called in alphabetical order.

RULE NUMBER TWENTY:

All bills, before they are presented to Council, shall be itemized, sworn to and certified by the Officer in whose Department the indebtedness has been incurred, when they shall be referred to the Finance Committee, which Committee shall report them to the Council favorable over the required signatures, and if they shall be in compliance with statute, they shall be acted upon by motion.

RULE NUMBER TWENTY -ONE:

None of those rules of this Council, or part thereof, shall be amended, suspended or superseded, without at least the consent of two-thirds of the entire Council.

RULE NUMBER TWENTY-TWO:

All Rules of the Borough Council, heretofore adopted and inconsistent herewith, are hereby repealed.

CERTIFICATION

The aforesaid document represents a true and compared compilation of the Rules of the Borough Council of the Borough of Helmetta, New Jersey as the same are on record and on file in my office.

Sandra Bohinski, RMC
Municipal Clerk

**RESOLUTION
#2017 - 04**

APPOINTMENT OF STANDING COMMITTEES

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, and State of New Jersey, that the following named persons are hereby appointed as members of the respective Standing Committees for the Borough of Helmetta, County of Middlesex, and State of New Jersey for a term to expire 12/31/17.

Finance	Joseph Perez & Noreen Carolan-Genthe
Public Safety	Pete Karczewski & Ronald Dzingleski
Public Works/Public Property	Sewell Peckham & Pete Karczewski
Recreation/Public Events	Ronald Dzingleski & Joseph Reid
Sanitation/Recycling	Joseph Reid & Peter Karczewski
Education	Noreen Carolan-Genthe
Middlesex County Housing and Community Development Rep.	Sewell Peckham
Council Representative to Planning Board	Ronald Dzingleski
Alternates to Transportation Coordinating Committee	Joseph Perez & Sewell Peckham
Middlesex County Health and Wellness Council Representative	Noreen Carolan-Genthe

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 05**

MEETING DATES FOR 2017

BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the following meeting dates have been scheduled for the year 2017:

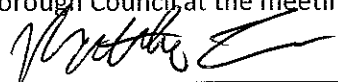
- January 18, 2017
- February 15, 2017
- March 15, 2017
- April 19, 2017
- May 17, 2017
- June 21, 2017
- July 19, 2017
- August 16, 2017
- September 20, 2017
- October 18, 2017
- November 15, 2017
- December 20, 2017

Meetings will begin at 7:00 p.m. The Borough Council may introduce and/or adopt ordinances, pass resolutions, or transact any other business within its power at any of the above listed meetings. The meetings will be held at the Helmetta Municipal Building, 51 Main Street, Helmetta, NJ.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

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Matthew Crane, Acting Municipal Clerk

RESOLUTION
2017 - 06

A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO GERARD STANKIEWICZ, CPA, RMA FOR AUDITING SERVICES FOR THE 2017 CALENDAR YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined there exists a need for auditing services in the Borough of Helmetta during the 2016 calendar year; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has submitted a proposal, attached hereto, indicating he will provide auditing services of the General, Water Utility and Sewer Utility Funds as the Borough Auditor as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Gerard Stankiewicz, CPA, RMA for the provision of auditing services as Borough Auditor for the 2017 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

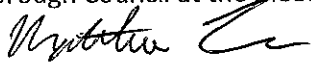
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-01-20-705-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 07

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES TO TERENCE M. VOGT OF REMINGTON,
VERNICK & VENA FOR ENGINEERING SERVICES AS THE BOROUGH
ENGINEER FOR THE 2017 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for engineering services in the Borough during the 2017 calendar year; and

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has submitted a proposal, attached hereto, indicating that he will provide engineering services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Terence M. Vogt of Remington, Vernick & Vena for the provision of engineering services as the Borough Engineer for the 2017 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5;

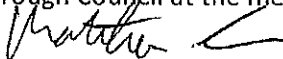
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-01-20-715-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 08

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES FOR PLANNING SERVICES FOR THE
CALENDAR YEAR OF 2017**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for planning services in the Borough during the 2016 calendar year; and

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has submitted a proposal, attached hereto, indicating that he will provide planning services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Terence M. Vogt of Remington, Vernick & Vena has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Terence M. Vogt of Remington, Vernick & Vena for the provision of planning services as the Borough Planner for the 2017 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-01-20-715-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

RESOLUTION

#2017 - 9

A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO MATTHEW GIACOBBE, ESQ. OF CLEARY GIACOBBE, ALFIERI, JACOBS, LLC AS LABOR AND EMPLOYMENT COUNSEL FOR THE BOROUGH OF HELMETTA FOR THE 2017 CALENDAR YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a labor and employment attorney during the 2017 calendar year; and

WHEREAS, Matthew Giacobbe, Esq. of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC has submitted a proposal indicating he, and members of his firm, will provide legal services on labor and employment issues for the hourly rate of One Hundred Fifty Dollars (\$150.00); and

WHEREAS, the term of this contract is for one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Matthew Giacobbe, Esq. of LLC for the provision of legal services as labor and employment counsel; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

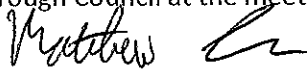
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News as required by law within ten (10) days of its passage and this Resolution shall be maintained on file and

available for public inspection in the office of the Municipal Clerk.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION

#2017 -10

A RESOLUTION AUTHORIZING THE APPOINTMENT OF A MUNICIPAL PROSECUTOR FOR THE BOROUGH OF HELMETTA FOR THE 2017 CALENDAR YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a municipal prosecutor during the 2017 calendar year; and

WHEREAS, Paul Granick has submitted a proposal indicating that he will provide legal services as Municipal Prosecutor for the Borough for \$400.00 a Court Session not to exceed \$6000.00; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Paul Granick for the provision of legal services as a municipal prosecutor in an amount of \$400.00 a Court session not to exceed \$6,000.00; and

BE IT FURTHER RESOLVED that these appointments are being made without competitive bidding since the appointments involve members of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

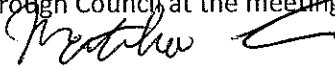
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-01-25-757-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 11**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES TO MILLER & BORGEN FOR LEGAL SERVICES
AS THE BOROUGH'S PUBLIC DEFENDER FOR THE 2017 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there is a need for the legal services of a public defender during the 2017 calendar year; and

WHEREAS, N.J.S.A. 40A:II-5(1)(a)(i) permits the Borough of Helmetta to award a professional services contract without public advertising for bids and bidding; and

WHEREAS, Miller & Borgen has submitted a proposal indicating that he will provide legal services as Public Defender for the Borough for \$300.00 per session, not to exceed ten (10) sessions per year; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2017 to December 31, 2017; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Miller & Borgen for the provision of legal services as public defender to the Borough in an amount not to exceed \$3,000.00; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 7-13-55-000-003.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-12**

**APPOINTMENT OF ACTING MUNICIPAL COURT ADMINISTRATOR
DANIELLE TANZI**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint


DANIELLE TANZI

as ACTING MUNICIPAL COURT ADMINISTRATOR for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski						
Dzingleski						
Carolan-Genthe						
Peckham						
Perez						
Reid						

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 -13**

APPOINTMENT OF MUNICIPAL COURT STAFF

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

Christine Hughes
Violations Clerk

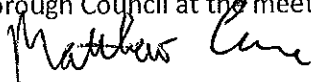
Lori Kartelias
Violations Clerk

as MUNICIPAL COURT STAFF for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 -14**

APPOINTMENT OF FIRE MARSHAL

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

JOSEPH KOTORA

as FIRE MARSHAL for the Borough of Helmetta for a term to expire on 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 15**

APPOINTMENT OF TAX SEARCH OFFICIAL

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

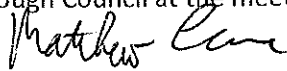
TINA Mc DERMOTT

as TAX SEARCH OFFICIAL for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 -16**

APPOINTMENT OF ASSESSMENT SEARCH OFFICIAL

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

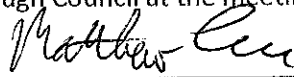
SANDRA BOHINSKI

as ASSESSMENT SEARCH OFFICIAL for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 -17**

**APPOINTMENT OF ASSISTANT TAX COLLECTOR/UTILITY REVENUE
COLLECTOR AND DEPUTY REGISTRAR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

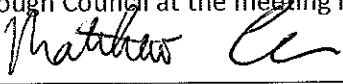
CAROL FEIG

as ASSISTANT TAX COLLECTOR/UTILITY REVENUE COLLECTOR AND DEPUTY REGISTRAR for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 -18**

APPOINTMENT OF BACK-UP WATER OPERATOR

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

GEORGE SMITH

as BACK-UP WATER/SEWER OPERATOR for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzinglecki		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 -19

APPOINTMENT OF PURCHASING/BUYER

I, Chris Slavicek Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

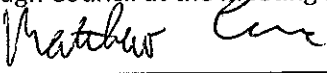
SANDRA BOHINSKI

as PURCHASING/BUYER for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 20

APPOINTMENT OF COUNCIL REPRESENTATIVE TO PLANNING BOARD

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta that

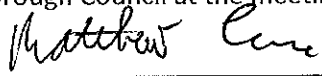
RONALD DZINGLESKI

be and is hereby elected as COUNCIL REPRESENTATIVE TO THE HELMETTA PLANNING BOARD for a one year term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 21**

**APPOINTMENT OF MIDDLESEX COUNTY HOUSING AND COMMUNITY
DEVELOPMENT REPRESENTATIVE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

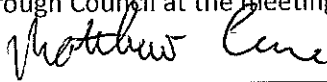
SEWELL PECKHAM

as a REPRESENTATIVE TO THE MIDDLESEX COUNTY HOUSING
AND COMMUNITY DEVELOPMENT COMMITTEE FOR THE CALENDAR YEAR
OF 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 22

**APPOINTMENT OF ALTERNATE TO MIDDLESEX COUNTY HOUSING AND
COMMUNITY DEVELOPMENT**

BE IT RESOLVED, that


PETER KARCZEWSKI

is hereby appointed as an ALTERNATE MEMBER TO MIDDLESEX COUNTY
HOUSING AND COMMUNITY DEVELOPMENT Community for the Borough of
Helmetta for the calendar year 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 23**

APPOINTMENT OF FLOOD CONTROL REPRESENTATIVE

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

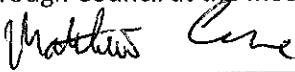
DARREN DORAN

as the year 2017 FLOOD CONTROL REPRESENTATIVE.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 24

APPOINTMENT OF ALTERNATE TO TRANSPORTATION COORDINATING COMMITTEE

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

JOSEPH PEREZ/SEWELL PECKHAM

as the year 2017 BOROUGH OF HELMETTA ALTERNATE TO TRANSPORTATION COORDINATING COMMITTEE.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017- 25

APPROVAL OF CASH MANAGEMENT PLAN FOR 2017

WHEREAS, N.J.S.A. 40A:5-7.1 and 5-7.3 permits public funds of a municipality to be invested in any insured Association or any Federal Association, whose principal office is located within the State of New Jersey; and

WHEREAS, it is advisable that funds of this municipality on hand and not needed temporarily be invested in such accounts yielding a return in the investment at such time as the Borough of Helmetta may be in the position to do so

WHEREAS, N.J.S.A. 40A:5-14 requires the approval of a cash management plan annually;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta in the County of Middlesex and State of New Jersey, that the Borough Chief Financial Officer is hereby authorized and directed to make such investments of public funds of the Borough of Helmetta on hand and not needed temporarily in any insured Association or Federal Association, in such Principal Office, or Branch Office, up to the amount for which such accounts are insured, pursuant to N.J.S.A. 40A:5-7 and 5-7.3.

**CASH MANAGEMENT PLAN OF THE BOROUGH OF HELMETTA,
COUNTY OF MIDDLESEX, NEW JERSEY**

STATEMENT OF PURPOSE

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investments ("Permitted Investments") of certain public funds of the Borough of Helmetta, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the perspective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN
The Plan intended to cover the deposit and/or investment of the accounts of the Borough
of Helmetta:

ALL FUNDS

DESIGNATION OF OFFICIALS OF THE BOROUGH OF
HELMETTA AUTHORIZED TO MAKE DEPOSITS AND
INVESTMENTS UNDER THE PLAN AND AUTHORIZED SIGNERS
FOR THE ACCOUNTS

The Chief Financial Officer of the Borough of Helmetta (the Designated Official) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Helmetta are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The followings signers are authorized to sign checks for the Year 2016

CLEARING ACCOUNT:

MA YOR or COUNCIL PRESIDENT
And
CFO

PAYROLL ACCOUNT:

MA YOR or COUNCIL PRESIDENT
And
CFO or BOROUGH CLERK

DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

PNC Bank
New Jersey Cash Management Fund
TD Bank
Wachovia

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE

DESIGNATED OFFICIALS MAY DEAL

The following firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Borough of Helmetta referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

NONE

AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;

Government money market mutual funds;

Any obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or external factor;

Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within the school district is located;

Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investments of the Department of the Treasury for Investments by Local Units;

Local government investment pools;

Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(c.52:18A-90A); or

Agreements for the repurchase of fully collateralized securities if:

the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;

the custody of collateral is transferred to a third party;

the maturity of the agreement is not more than 30 days;

the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236(C.17:9-41); and

A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust: which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec.80a-1 et seq., and operated in accordance with 17 C.F.R. sec.270.2a-7.

The portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such US Government securities; and

Which has:

attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.c. sec.80b-1 et seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool.

An Investment pool:

(a) which is managed in accordance with 17 C.F.R. sec.270.2a-7;

which is rated in the highest category by a nationally recognized statistical rating organization;

which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. see 270.2a-7 and repurchase agreements that are collateralized by such US Government securities;

which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968,c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments; which does not permit investments in instruments that are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have value that approximates their par value; or utilize an index that does not support a stable net asset value; and

which purchases and redeems investments directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

SAFEKEEPING CUSTODY PAYMENT & ACKNOWLEDGEMENT OF RECEIPT OF PLAN

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by the Borough of Helmetta, then such instrument or

security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Helmetta to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investment are either received by the Borough of Helmetta or by a third party custodian prior to or upon the release of the Borough of Helmetta funds.

To assure that all parties with whom the Borough of Helmetta deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of the Borough of Helmetta a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

The name of any institution holding funds of the Borough of Helmetta as a Deposit or a Permitted Investment.

The amount of securities or Deposits purchased or sold during the immediately preceding month.

The class or type of securities purchased or Deposits made.

The book value of such Deposits or Permitted Investments.

The earned income on such Deposits or Permitted investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.

The fees incurred to undertake such Deposits or Permitted Investments.

The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.

All other information which may be deemed reasonable from time to time by the Governing Body of the Borough of Helmetta.

TERM OF PLAN

This Plan shall be in effect from January 1, 2017 to December 31, 2017. Attached to this Plan is a resolution of the Governing Body of the Borough of Helmetta approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendment to all parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 26**

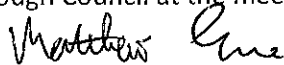
RETURNED CHECK CHARGE

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, that any checks returned to the Borough of Helmetta, will be subject to a charge of twenty-five dollars (\$25.00).

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION

#2017 - 27

CANCELLATION OF MINIMUM BALANCES

WHEREAS, Chapter 113 of P .L.1996 allows the Tax Collector to cancel minimum balances as they occur without the requirement of the Governing Body's approval of each individual account; and

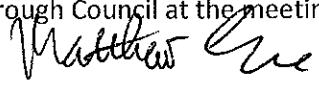
WHEREAS, in an effort to save time and paperwork for both the Governing Body and the Tax Collector by allowing the Tax Collector to cancel these balances upon occurrence instead of listing them for resolution approval.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the Tax Collector is hereby authorized to cancel minimum balances and credits under the amount of \$10.00 as they occur throughout the calendar year of 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 28**

AUTHORIZATION TO CONDUCT TAX LIEN SALE

WHEREAS, there remains on the records and books of the Borough of Helmetta delinquent taxes, water and sewer utility charges, and other municipal charges owing as of December 31, 2016; and

WHEREAS, N.J.S.A. 54-5 et seq., provides for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of liens; and

WHEREAS, N.J.S.A. 54:-26 has been amended to allow the Tax Collector to mail two (2) notices in lieu of two (2) newspaper advertisements in preparation for the tax lien sale and add \$25.00 per mailing to the cost of the sale (per property);

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta Tax Collector be and is hereby authorized to conduct a tax lien sale for 2016 delinquent taxes, utility and other municipal charges;

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to charge \$25.00 per property mailing to the costs of the lien sale.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
2017 - 29**

INTEREST ON DELINQUENT TAXES

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey that in accordance with Chapter 54:4-67 of the New Jersey Statutes the interest rate on delinquent taxes shall be eight per cent (8) annum on the first \$1500.00 of delinquency, and 18 per annum on any amount in the excess of \$1500.00 to be calculated from the date the tax was payable until the date of actual payment. There shall be a ten (10) day grace period for payment of taxes.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 30**

PENALTY FOR DELINQUENCIES OVER \$10,000.00

WHEREAS, N.J.S.A. 54: 4- 67 has been amended to adopt into the law a provision which permits the Governing Body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$1 0,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed 6 of the amount of delinquency; and

WHEREAS, the Borough of Helmetta desires to adopt a penalty provision as authorized by N.J.S.A. 54:4-67,

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta hereby adopts and authorizes the Tax Collector of the Borough of Helmetta to assess an additional six per cent (6) penalty to any taxpayer with a delinquency of all taxes and municipal charges due in excess of ten thousand dollars (\$10,000.00) who fails to pay the delinquency prior to the end of the calendar year.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 31

INTEREST ON DELINQUENT WATER & SEWER PAYMENTS

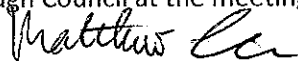
WHEREAS, the Mayor and Council of the Borough of Helmetta has established an interest rate in accordance with State law for unpaid water rents and sewer user charges;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the Collector of Sewer and Water Revenue be and is hereby authorized to charge eight per cent (8) per annum as interest to be paid on delinquent accounts for unpaid balances of less than \$1500.00 and eighteen per cent (18) per annum as the interest to be paid on delinquent accounts with unpaid balances of more than \$1,500.00. The Collector shall allow a thirty (30) day grace period for payment, after which, interest will be charged from the due date for such payments.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 32

OFFICIAL NEWSPAPERS - HOME NEWS TRIBUNE & SENTINEL

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta,
County of Middlesex, State of New Jersey, that the

HOME NEWS TRIBUNE
SENTINEL

be and are hereby designated as the OFFICIAL NEWSPAPERS for the Borough of
Helmetta for the year 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.

Matthew Crane

Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-33**

**A RESOLUTION AUTHORIZING A PETTY CASH FUND IN THE BOROUGH
OF HELMETTA FOR THE 2017 CALENDAR YEAR**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund upon written application to and after approval by the director; and

WHEREAS, the Borough established a Petty Cash Fund in the amount of \$175 which was approved by the Division of Local Government Services; and

WHEREAS, the Division of Local Government Services recommends the approval of a petty cash fund annually.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Helmetta Petty Cash Fund is authorized and approved for calendar year 2017 in the amount of \$175.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 34**

**A RESOLUTION AUTHORIZING THE CUSTODIAN OF THE PETTY CASH
FUND FOR THE BOROUGH OF HELMETTA FOR FISCAL YEAR 2017**

WHEREAS, Matthew Crane, is bonded by virtue of a surety bond,

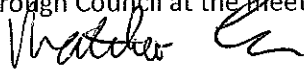
NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that Matthew Crane is hereby appointed custodian of the Helmetta Petty Cash Fund; and

BE IT FURTHER RESOLVED that two copies of this Resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION

#2017-35

RESOLUTION APPROVING 2016 TEMPORARY BUDGET

APPROPRIATIONS

WHEREAS, in the normal operation of the business of the Borough of Helmetta, it will be necessary for making contracts, commitments, and payments prior to the adoption of the regular 2017 budget for the Borough of Helmetta; and

WHEREAS, revised Statute 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make temporary appropriations to provide for any contracts, commitments, or payments to be made between the beginning of the budget year and the adoption of the final budget; and

WHEREAS, the date of this Resolution is within the first thirty (30) days of the month of January 2017; and

WHEREAS, the total amount of appropriations hereunder of 715,112.00 does not exceed twenty-six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Helmetta for 2017, exclusive of any 2017 appropriations made for debt service, capital improvement fund and public assistance, and exclusive of 2017 debt service appropriations.

NOW, THEREFORE, BE IT RESOLVED that the following temporary budget for the Borough of Helmetta for the year 2017 be adopted, and a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer for their records.

CURRENT FUND

General Administration S&W	6,615.00
General Administration OE	356.00
Mayor and Council OE	1,050.00
Mayor and Council OE- Website Administration	394.00
Municipal Clerk S&W	5,182.00
Municipal Clerk OE	1,916.00
Elections	223.00
Financial Administration S&W	7,371.00
Financial Administration OE	7,500.00
Revenue Administration (Collectin of Taxes) S&W	2,494.00
Revenue Administration (Collectin of Taxes) OE	1,313.00
Tax Assessment Administration S&W	2,494.00
Tax Assessment Administration OE	1,198.00
Legal Services and Costs OE	19,688.00
Engineering Services and Costs OE	263.00
Planning Board S&W	709.00

Planning Board OE	1,129.00
Liability Insurance	13,000.00
Worker's Compensation Insurance	13,000.00
Employee Group Insurance (Health)	58,370.00
Unemployment, Disability Insurance	131.00
Police S&W	119,438.00
Police OE	7,508.00
Office of Emergency Management OE	263.00
Fire OE	8,138.00
Fire Prevention Bureau S&W	945.00
Fire Prevention Bureau OE	197.00
First Aid Organization- Contribution	3,938.00
Municipal Prosecutor OE	1,260.00
Municipal Court S&W	7,481.00
Municipal Court OE	788.00
Road Repairs and Maintenance S&W	32,074.00
Road Repairs and Maintenance OE	3,150.00

Solid Waste Collection OE	13,125.00
Recycling S&W	1,811.00
Recycling OE	66.00
Public Buildings and Grounds OE	6,563.00
Vehicle Maintenance OE- Public Works	1,969.00
Vehicle Maintenance OE- Police	2,533.00
Condo Act- Trash Removal	7,875.00
Condo Act- Street Lighting	2,074.00
Condo Act- Snow and Leaf Removal	1,680.00
Animal Control S&W	893.00
Animal Control OE	788.00
Recreation OE	1,181.00
Senior Citizen OE	210.00
Parks OE	525.00
Electricity	5,119.00
Street Lighting	4,988.00
Telephone	4,463.00

Natural Gas	3,544.00
Diesel Fuel	840.00
Gasoline	4,856.00
Postage	1,313.00
Copier Expense	1,181.00
Office Supplies	525.00
Construction S&W	1,418.00
Construction OE	131.00
Accumulated Sick Leave Reserve	263.00
Social Security System (O.A.S.I.)	17,063.00
Borough of Spotswood-Police Dispatch	6,563.00
Borough of Spotswood-Garabage & Trash Removal	11,813.00
Middlesex County Board of Health	4,628.00
Middlesex County Curbside Recycling Program	4,200.00
TOTAL CURRENT FUND	443,777.00

WATER UTILITY FUND

Salaries and Wages	19,688.00
Other Expenses	86,625.00
Payment of USDA Loan	39,256.00
Social Security System	1,523.00
Unemployment, Disability Insurance	158.00
TOTAL WATER UTILITY FUND	147,250.00

SEWER UTILITY FUND

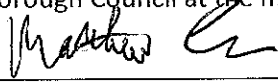
Salaries and Wages	20,003.00
Other Expenses	102,375.00
Social Security System	1,549.00
Unemployment, Disability Insurance	158.00
TOTAL SEWER UTILITY FUND	124,085.00

GRAND TOTAL	715,112.00
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	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 36**

APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

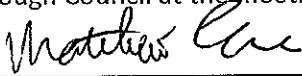
SANDRA BOHINSKI

As PUBLIC SAFETY COMPLIANCE OFFICER for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

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Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 37

APPOINTMENT OF RECYCLING COORDINATOR

I, Chris Slavicek, Mayor of the Borough of Helmetta with the advice and consent of the Borough Council do hereby appoint

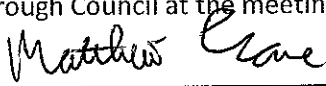
DAVID SLIKER

as the RECYCLING COORDINATOR OFFICER for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

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Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017 - 38**

APPOINTMENT OF DEPUTY RECYCLING COORDINATOR

I, Chris Slavicek, Mayor of the Borough of Helmetta with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

as the DEPUTY RECYCLING COORDINATOR OFFICER for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-39**

APPOINTMENT OF BOROUGH ADMINISTRATOR

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

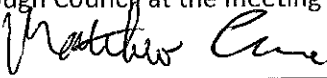
MATTHEW CRANE

as BOROUGH ADMINISTRATOR for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 40

APPOINTMENT OF ABANDONED/ VACANT PROPERTY OFFICIAL

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby appoint

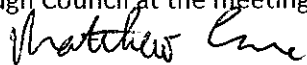
JOSEPH KOTORA

as the ABANDONED/VACANT PROPERTY OFFICIAL for the calendar year 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-41**

**APPOINTMENT OF REPRESENTATIVE TO SOLID WASTE ADVISORY
COUNCIL (SW AC) - DARREN DORAN**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby

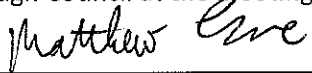
DARREN DORAN

as the Representative for the Borough of Helmetta to SW AC for the calendar year 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017 - 42

**APPOINTMENT OF MIDDLESEX COUNTY HEALTH & WELLNESS COUCIL
REPRESENTATIVE**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

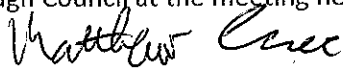
Noreen Carolan-Genthe

as a REPRESENTATIVE TO THE MIDDLESEX COUNTY HOUSING
AND COMMUNITY DEVELOPMENT COMMITTEE FOR THE CALENDAR YEAR
OF 2017.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017-43

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT (OEM)
COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

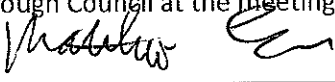
Jack Kramer

as Office of Emergency Management Coordinator for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-44**

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT (OEM)
DEPUTY COORDINATOR**

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

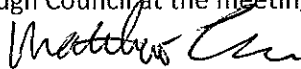
William Kloos

as Office of Emergency Management Deputy Coordinator for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

I, Matthew Crane, Acting 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 January 4, 2017.



Matthew Crane, Acting Municipal Clerk

**RESOLUTION
#2017-45**

APPOINTMENT OF ANIMAL CONTROL OFFICER

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

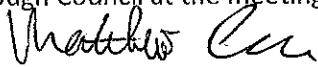
Jacqueline Baird

as Animal Control Officer for the Borough of Helmetta for a term to expire 12/31/17.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

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Matthew Crane, Acting Municipal Clerk

RESOLUTION
#2017-46

APPOINTMENT OF CHIEF FINANCIAL OFFICER (CFO)

I, Chris Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

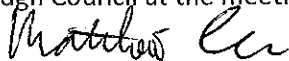
Denise Marabello

as Chief Financial Officer for the Borough of Helmetta for a term to expire 12/31/20.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Dzingleski		✓	✓			
Carolan-Genthe			✓			
Peckham			✓			
Perez			✓			
Reid			✓			

CERTIFICATION

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Matthew Crane, Acting Municipal Clerk