

***Borough of Helmetta
Reorganization Meeting
January 1, 2011
12:00 p.m.***

Call to Order

Notice of Publication

Salute to the Flag.....Nancy Martin, Mayor

**Certification of Election Results of
November 2, 2010Sandra Bohinski, Municipal Clerk**

**Administration of Oath of Office to:
Joseph Perez
Peter Karczewski**

Calling of the Roll

Public Portion

Election of Council President

Consent Agenda Resolution - #2011 - 53

Administration of Oath of Offices

Adjournment

000001

Borough of Helmetta
Reorganization Meeting
January 1, 2011 - 12:00 p.m.

Call to Order - Notice of Publication - Salute to the Flag

The meeting was called to order by Mayor Martin at 12:10 p.m. Mayor Martin stated that adequate notice of this meeting was provided as is required by the Open Public Meetings Law with advertising in the Home News Tribune and posting on the bulletin board. All present Pledged Allegiance to the Flag.

Certification of Election Results of November 2, 2010

The Municipal Clerk stated that at the General Election held on November 2, 2010 a contest was held for the position of two – three year Council seats. There are 1,396 registered voters in the Borough of Helmetta and on this date 556 votes were cast: 545 at the polls, 18 mail-in votes, and 2 provisional. The results were as follows: Joseph Perez 255 and Peter Karczewski 251. Statements of determination were received from Sylvia Engel, Chairman of the Board of County Canvassers and attested by Elaine Flynn, County Clerk that Joseph Perez and Peter Karczewski have been duly elected to respectively serve as Council members.

Administration of Oath of Office to:

Joseph Perez - Peter Karczewski

The oaths of office were administered by the Municipal Clerk to Councilmen-Elect Joseph Perez and Peter Karczewski and they then took their seats at the dais.

Calling of the Roll

Clmn. Ascioffa – Present
Janeczek – Present
Karczewski – Present
Peckham – Present
Perez – Present
Smith - Present

Public Portion

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

RESOLUTION

#2011 – 01

COUNCIL PRESIDENT

A MOTION was made by Clmn. Ascioffa and SECONDED by Clmn. Smith to nominate Sewell Peckham as Council President. There being no other nominations a ROLL CALL was taken – 6 – 0.

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RESOLUTION
#2011 - 53
CONSENT AGENDA

The following Resolutions will be voted on in unison as a Consent Agenda Resolution:

- #02 Appointment of Borough Attorney - David A. Clark, Esq.
- #03 Rules to Govern in 2011
- #04 Appointment of Standing Committees
- #05 Meeting Dates for 2011
- #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 Redevelopment Counsel- Gluck Walrath, LLP
- #10 Appointment of Labor and Employment Counsel - Matthew Giacobbe, Esq.
- #11 Appointment of Bond Counsel- Gluck Walrath LLP
- #12 Appointment of Police Director – Andrew W. Ely
- #13 Appointment of Special Police Officers – Ron Horinko & Michael
Azzarello for term to end 12/31/11 and Eugene Scheicher for a 90 day
probationary term
- #14 Appointment of Municipal Prosecutor
- #15 Appointment of Public Defender
- #16 Appointment of Fire Marshal- Joseph Kitora
- #17 Appointment of Tax Search Official – Denise Jawidzik
- #18 Appointment of Purchasing Agent - Lori Russo
- #19 Appointment of Assessment Search Official – Sandra Bohinski
- #20 Appointment of Assistant Tax Collector/Utility Revenue
Collector - Carol Feig
- ~~#21 Appointment of Back-Up Water Operator – George Smith~~
- #22 Appointment of Certified Municipal Court Administrator – Stacy Kitson
- #23 Appointments of Staff of Municipal Court – Sonia K. Salinas, Penny Danley-
Gravatt
- #24 Appointment of Animal Control Officers - Darren Doran & Brandon Metz
- #25 Appointment of Alternate Animal Control Officers – Harold Messler &
James Apgar
- #26 Appointment of Public Agency Compliance Officer – Sandra Bohinski
- #27 Appointment of Purchasing/Buyer – Sandra Bohinski
- #28 Appointment of Council Representative to Planning Board -
- #29 Appointment of Middlesex County Housing and Community
Development Representative
- #30 Appointment of Alternate to Middlesex County Housing and
Community Development Representative
- #31 Appointment of Flood Control Commission
Representative -
- #32 Appointments of Alternates to Transportation Coordinating
Committee
- #33 Approval of Cash Management Plan for 2011
- #34 Returned Check Charge

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- #35 Cancellation of Minimum Balances
- #36 Authorization to Conduct Tax Lien Sale
- #37 Interest on Delinquent Taxes
- #38 Penalty for Delinquencies over \$10,000
- #39 Interest on Delinquent Water & Sewer Payments
- #40 Official Newspapers - Home News Tribune & Star Ledger
- #41 Authorization of a Petty Cash Fund
- #42 Custodian of Petty Cash Fund - Lori Russo
- #43 Interlocal Services Agreement with the County of Middlesex for provision of Health Services
- #44 Approval of 2011 Temporary Budget Appropriations
- #45 Appointment of Alternate Municipal Judge - Christine Heitman Esq.
- #46 Authorization to sign agreement with Sayreville Pet Adoption Center
- #47 Authorization to sign agreement with Sayrebrook Veterinarian Hospital
- #48 Appointment of Administrative Clerk and/or Recreation Staff – Denise Estrada and Cindy Shapter
- ~~#49 Attendance at Meetings and Borough Sponsored Events~~
- #50 Resolution authorizing payment to various employees for Administrative activities
- #51 Authorization for the Mayor to sign the Agreement between the Borough of Helmetta And the Police Director
- #52 Authorization for the Mayor to sign the Middlesex County Paint Recycling Agreement

RESOLUTION

2011 – 02

A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO DAVID A. CLARK, ESQ. OF GLUCK WALRATH, LLP FOR LEGAL SERVICES AS THE BOROUGH ATTORNEY FOR THE 2011 CALENDAR YEAR

WHEREAS, the Borough of Helmetta (the “Borough”) has determined that there exists a need for legal services for the 2011 calendar year; and

WHEREAS, David A. Clark, Esq. of the firm of GluckWalrath LLP has submitted a proposal indicating that he will provide legal services as the Borough Attorney for a monthly retainer of \$2,000, plus an hourly rate not to exceed \$150.00 for work outside the retainer agreement; and

WHEREAS, the term of this contract is one (1) year from January 1, 2011 to December 31, 2011; and

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

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

WHEREAS, GluckWalrath, LLP 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 David A. Clark, Esq. of the firm of GluckWalrath LLP for the provision of legal services as the Borough Attorney for the 2011 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 N.J.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 1-01-20-712-020.

RESOLUTION
#2011 - 03
RULES TO GOVERN IN 2011

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 2011.

RULES OF THE COUNCIL
OF THE
BOROUGH OF HELMETTA
MIDDLESEX COUNTY
NEW JERSEY
YEAR - 2011

RULE NUMBER ONE:

The Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be held on the first or second Monday and the fourth 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:

1. Meeting shall be Called to Order by the Presiding Officer
2. Meeting of Notice of Compliance with the Open Public Meetings Law
3. Pledge of Allegiance
4. Calling of the Roll
5. Public Portion
6. Consent Agenda
7. Action on Minutes of previous meeting
8. Reciting of Ordinance, by title only, on second reading and Public Hearing thereon
9. Report of Mayor
10. Report of Borough Attorney.
11. Reading and consideration of Memorials, Petitions and Communications
12. 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

13. Reading of Resolutions not listed on the Consent Agenda
14. Reports of Committees
15. Unfinished Business of previous meeting
16. New Business
17. Reciting by title only of Ordinances for introduction for First Reading
18. Public Hearings other than called for by Special Meeting
19. Adjournment

RULE NUMBER THREE:

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-tem, whom the quorum shall appoint, shall call them to order. Three members and the Mayor, or four members, constitute a quorum.

RULE NUMBER FOUR:

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-Tem.

RULE NUMBER FIVE:

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 be 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 SIX:

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 SEVEN:

When a motion has been made and seconded, it shall be seated 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 anytime before discussion.

RULE NUMBER EIGHT:

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 NINE:

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 TEN:

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 ELEVEN:

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 TWELVE:

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 THIRTEEN:

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 FOURTEEN:

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

RULE NUMBER FIFTEEN:

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 SIXTEEN:

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 SEVENTEEN:

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 EIGHTEEN:

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 NINETEEN:

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:

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-ONE:

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

RESOLUTION
#2011 - 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 12/31/11.

FINANCE	JOSEPH PEREZ	SEWELL PECKHAM
PUBLIC SAFETY	SEWELL PECKHAM	VINCENT ASCIOLLA
PUBLIC WORKS/ PUBLIC PROPERTY	ROBERT JANECEK	PATRICK SMITH
RECREATION/ PUBLIC EVENTS	PATRICK SMITH	JOSEPH PEREZ
SANITATION/ RECYCLING	PETER KARCZEWSKI	ROBERT JANECEK
EDUCATION	VINCENT ASCIOLLA	PETER KARCZEWSKI

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RESOLUTION

#2011 – 05

MEETING DATES FOR 2011

BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the following meeting dates have been scheduled for the year 2011:

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, 60 Main Street, Helmetta.

January 10, 26	July 11, 27
February 7, 23	August 8, 24
March 7, 23	September 12, 28
April 11, 27	October 10, 26
May 9, 25	November 7, 21
June 13, 22	December 12, 28

RESOLUTION

2011 – 06

A RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PROFESSIONAL SERVICES TO
GERARD STANKIEWICZ, CPA, RMA FOR AUDITING
SERVICES FOR THE 2011 CALENDAR YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined there exists a need for auditing services in the Borough of Helmetta during the 2011 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, 2011 to December 31, 2011; and

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

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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 2011 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 1-01-20-705-020.

RESOLUTION

#2011 - 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 2011 CALENDAR
YEAR

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WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for engineering services in the Borough during the 2011 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, 2011 to December 31, 2011; 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 2011 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 1-01-20-715-020.

RESOLUTION
#2011 - 08

A RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PROFESSIONAL SERVICES TO
TERENCE M. VOGT OF REMINGTON, VERNICK &
VENA FOR PLANNING SERVICES AS THE
BOROUGH PLANNER FOR THE 2011 CALENDAR
YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for planning services in the Borough during the 2011 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, 2011 to December 31, 2011; 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 2011 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 1-01-20-715-020.

RESOLUTION
#2011 - 09

A RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PROFESSIONAL SERVICES TO
GLUCK WALRATH LLP AS REDEVELOPMENT
COUNSEL FOR THE BOROUGH FOR THE 2011
CALENDAR YEAR

WHEREAS, the Borough of Helmetta has determined there is a need for the legal services relating to redevelopment projects within the Borough during the 2010 calendar year; and

WHEREAS, Gluck Walrath LLP has submitted a proposal indicating that it will provide legal services as the Borough's redevelopment counsel at an hourly rate not to exceed \$150.00; and

WHEREAS, the term of this contract is one (1) year from January 1, 2011 to December 31, 2011; and

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

WHEREAS, Gluck Walrath, LLP has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Gluck Walrath, LLP 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 GluckWalrath LLP for the provision of legal services as the Borough's redevelopment counsel for the 2011 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.

RESOLUTION
#2011 - 10

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 2011 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 2011 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, 2011 to December 31, 2011; 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 the appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is required 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 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.

RESOLUTION
#2011 - 11

A RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PROFESSIONAL SERVICES TO
GLUCK WALRATH LLP AS BOROUGH BOND
COUNSEL FOR THE BOROUGH FOR THE 2011
CALENDAR YEAR

WHEREAS, the Borough of Helmetta has determined there is a need for the legal services relating to redevelopment projects within the Borough during the 2011 calendar year; and

WHEREAS, Gluck Walrath LLP has submitted a proposal indicating that it will provide legal services as the Borough's Bond Counsel as per contract; and

WHEREAS, the term of this contract is one (1) year from January 1, 2011 to December 31, 2011; and

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

WHEREAS, Gluck Walrath, LLP has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Gluck Walrath, LLP 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 GluckWalrath LLP for the provision of legal services as the Borough's Bond Counsel for the 2011 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.

RESOLUTION
#2011 – 12

APPOINTMENT OF POLICE DIRECTOR

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

ANREW W. ELY

as POLICE DIRECTOR in the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 13

APPOINTMENTS OF SPECIAL POLICE OFFICERS – Ron Horinko,
Michael Azzarello (one year term) and Eugene Scheicher
(90 day probationary term)

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

RON HORINKO
MICHAEL AZZARELLO

as a SPECIAL POLICE OFFICER in the Borough of Helmetta for a term to expire 12/31/11; and

EUGENE SCHEICHER

as a SPECIAL POLICE OFFICER in the Borough of Helmetta for a 90 day probationary term.

RESOLUTION
#2011 - 14

A RESOLUTION AUTHORIZING THE APPOINTMENT OF
A MUNICIPAL PROSECUTOR FOR THE BOROUGH OF
HELMETTA FOR THE 2011 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 2011 calendar year; and

WHEREAS, Paul Granick has submitted a proposal indicating that he will provide legal services as Municipal Prosecutor for the Borough for \$350.00 a Court Session not to exceed \$6000.00; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2011 to December 31, 2011; 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 \$350.00 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 1-01-25-757-020.

RESOLUTION
#2011 - 15

A RESOLUTION AUTHORIZING THE AWARD OF A
CONTRACT FOR PROFESSIONAL SERVICES TO
ANNA LIUZZO FOR LEGAL SERVICES AS THE
BOROUGH'S PUBLIC DEFENDER FOR THE 2010
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 2011 calendar year; and

WHEREAS, N.J.S.A. 40A:11-5(1)(a)(i) permits the Borough of Helmetta to award a professional services contract without public advertising for bids and bidding; and

WHEREAS, Anna M. Liuzzo has submitted a proposal indicating that she will provide legal services as Public Defender for the Borough for a yearly retainer of One Thousand Five Hundred Dollars (\$1,500.00); and

WHEREAS, the term of this contract is for one (1) year from January 1, 2011 to December 31, 2011; 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 Anna M. Liuzzo for the provision of legal services as public defender to the Borough in an amount not to exceed \$1,650.00; 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 1-01-42-856-020.

RESOLUTION
#2011 - 16

APPOINTMENT OF FIRE MARSHAL

I, Nancy Martin, 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 12/31/11.

RESOLUTION
#2011 - 17

APPOINTMENT OF TAX SEARCH OFFICIAL

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

DENISE JAWIDZIK

as TAX SEARCH OFFICIAL for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 18

APPOINTMENT OF PURCHASING AGENT

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

LORI RUSSO

000022

as PURCHASING AGENT for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 19

APPOINTMENT OF ASSESSMENT SEARCH OFFICIAL

I, Nancy Martin, 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 12/31/11.

RESOLUTION
#2011 - 20

APPOINTMENT OF ASSISTANT TAX COLLECTOR/UTILITY REVENUE
COLLECTOR

I, Nancy Martin, 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 for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 22

APPOINTMENT OF CERTIFIED MUNICIPAL COURT ADMINISTRATOR

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

STACY A. KITSON

as CERTIFIED MUNICIPAL COURT ADMINISTRATOR for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2010 - 23

APPOINTMENT OF MUNICIPAL COURT STAFF

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

Sonia K. Salinas	Deputy Court Administrator
Penny Danley-Gravatt	Violations Clerk

as Municipal Court Staff for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 24

APPOINTMENT OF ANIMAL CONTROL OFFICERS

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

DARREN DORAN
BRANDON METZ

as ANIMAL CONTROL OFFICERS for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION
#2011 - 25

APPOINTMENT OF ALTERNATE ANIMAL CONTROL OFFICERS

The Borough Council does hereby appoint

HAROLD MESSLER
JAMES APGAR

as ALTERNATE DEPUTY ANIMAL CONTROL OFFICERS for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION

#2011 - 26

APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SANDRA BOHINSKI

as PUBLIC AGENCY COMPLIANCE OFFICER for the Borough of Helmetta for a term to expire 12/31/11.

RESOLUTION

#2011 - 27

APPOINTMENT OF PURCHASING/BUYER

I, Nancy Martin, 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 12/31/11.

RESOLUTION

#2011 - 28

APPOINTMENT OF COUNCIL REPRESENTATIVE TO PLANNING BOARD

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

SEWELL PECKHAM

be and is hereby elected as COUNCIL REPRESENTATIVE TO THE HELMETTA PLANNING BOARD for a one year term to expire 12/31/11.

RESOLUTION

#2011 - 29

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

000025

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SEWELL PECKHAM

as representatives to the Middlesex County Housing and Community Development Committee for the calendar year of 2011.

RESOLUTION

#2011 - 30

APPOINTMENT OF ALTERNATE TO MIDDLESEX COUNTY HOUSING AND
COMMUNITY DEVELOPMENT

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

CHRISTINE REID

as an ALTERNATE MEMBER TO MIDDLESEX COUNTY HOUSING AND
COMMUNITY DEVELOPMENT COMMITTEE for the Borough of Helmetta for the
year 2011.

RESOLUTION

#2011 - 31

APPOINTMENT OF FLOOD CONTROL REPRESENTATIVE

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

SEWELL PECKHAM

as the year 2011 FLOOD CONTROL REPRESENTATIVE.

RESOLUTION

#2011 - 32

APPOINTMENT OF ALTERNATES TO TRANSPORTATION COORDINATING
COMMITTEE

900026

I, Nancy Martin, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council do hereby appoint

ROBERT JANECEK
SEWELL PECKHAM

as the year 2011 BOROUGH OF HELMETTA ALTERNATES TO THE
TRANSPORTATION COORDINATING COMMITTEE.

RESOLUTION
#2011 - 33

APPROVAL OF CASH MANAGEMENT PLAN FOR 2011

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 of 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

I. 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

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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.

II. 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

III. 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 2011:

CLEARING ACCOUNT:

MAYOR or COUNCIL PRESIDENT

And
CFO

PAYROLL ACCOUNT:

MAYOR or COUNCIL PRESIDENT