

And  
CFO or BOROUGH CLERK

**IV. 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.

**V. 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

**VI. AUTHORIZED INVESTMENTS**

A. 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:

- 1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- 2) Government money market mutual funds;

- 3) 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;
- 4) 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;
- 5) 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;
- 6) Local government investment pools;
- 7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(c.52:18A-90.4); or
- 8) Agreements for the repurchase of fully collateralized securities if:
  - a) the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - b) the custody of collateral is transferred to a third party;
  - c) the maturity of the agreement is not more than 30 days;
  - d) 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
  - e) 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:

- a) 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.
- b) 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
- c) Which has:
  - (i) attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

- (ii) 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;
- (b) which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such US Government securities;
- (d) 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;
- (e) 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
- (f) 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

**VII. 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's 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.

**VIII. 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:

- A. The name of any institution holding funds of the Borough of Helmetta as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.

- D. The book value of such Deposits or Permitted Investments.
- E. 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.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the Governing Body of the Borough of Helmetta.

IX. TERM OF PLAN

This Plan shall be in effect from January 1, 2011 to December 31, 2011. 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.

RESOLUTION  
#2011 – 34

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).

RESOLUTION  
#2011 - 35  
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 2011.

RESOLUTION  
#2011 - 36

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, 2010; 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 2010 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.

RESOLUTION  
#2011 - 37

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.

#### RESOLUTION

#2011 - 38

#### 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 \$10,000.00 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.

#### RESOLUTION

#2011 – 39

#### 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 \$1500.00. 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.

RESOLUTION

#2011 - 40

OFFICIAL NEWSPAPERS – HOME NEWS TRIBUNE & STAR LEDGER

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  
STAR LEDGER

be and are hereby designated as the OFFICIAL NEWSPAPERS for the Borough of Helmetta for the year 2011.

RESOLUTION

#2011 - 41

A RESOLUTION AUTHORIZING A PETTY CASH  
FUND IN THE BOROUGH OF HELMETTA FOR THE  
2011 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 2011 in the amount of \$175.

RESOLUTION

#2011 - 42

A RESOLUTION AUTHORIZING THE CUSTODIAN  
OF THE PETTY CASH FUND FOR THE BOROUGH OF  
HELMETTA FOR FISCAL YEAR 2011



WHEREAS, Lori Russo is bonded by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that Lori Russo 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.

RESOLUTION  
#2011 – 43

RESOLUTION AUTHORIZING THE BOROUGH OF HELMETTA  
TO ENTER INTO AN INTERLOCAL SERVICE AGREEMENT  
WITH THE COUNTY OF MIDDLESEX FOR HAZARDOUS  
MATERIALS COST RECOVERY

WHEREAS, the County of Middlesex ("County") has adopted an Emergency Response Cost Recovery Ordinance No. 97-1143 pursuant to the County Environmental Health Act N.J.S.A. 26:3A2-21 et. seq. and the Spill Compensation and Control Act N.J.S.A. 58:10-23 et seq.; and

WHEREAS, the Borough of Helmetta ("Borough") desires to enter into a Uniform Shared Services Agreement under N.J.S.A. 40:65-1 et. seq. with the County for the furnishing of environmental health services of a technical and professional nature by the County to the municipality; and

WHEREAS, the Borough Council has determined that it is in the best interest of the Borough to enter into a shared services agreement with the County to provide environmental health services; and

WHEREAS, the County and the Borough are permitted to enter into this agreement pursuant to N.J.S.A. 40A:65-1 et. seq.; and

WHEREAS, a certification to the availability of funds executed by the Chief Financial Officer is attached to this Resolution pursuant to the provisions of N.J.A.C. 5:30-5.4.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Hazardous Materials Cost Recovery Agreement, in a form substantially similar to that attached hereto, with the County of Middlesex for the provision of environmental health services is hereby approved; and

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk are hereby authorized to sign the Hazardous Materials Cost Recovery Agreement between the Borough of Helmetta and the County of Middlesex in a form substantially similar to that attached hereto; 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 available for said contract from Account Number 1-01-43-785-020 ; and

BE IT FURTHER RESOLVED that conditioned upon the adoption of authorizing resolutions by both the County and the Borough and execution of the attached Hazardous Material Shared Services Agreement by both parties, the Shared Services Agreement shall be effective pursuant to the terms of the agreement.

RESOLUTION  
#2011 - 44

RESOLUTION APPROVING 2011 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 2010 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 2011; and

WHEREAS, the total amount of appropriations hereunder of \$651,910.31 do not exceed twenty-six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Helmetta for 2010, exclusive of any 2010 appropriations made for debt service, capital improvement fund and public assistance, and exclusive of 2011 debt service appropriations.

NOW, THEREFORE, BE IT RESOLVED that the following temporary budget for the Borough of Helmetta for the year 2011 be adopted, and a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer for their records.

2011  
TEMPORARY  
BUDGET

CURRENT FUND

General Administration S&W	3,375.00
General Administration OE	125.00
Mayor and Council OE	1,000.00
Mayor and Council OE-School Board Oversight	750.00
Mayor and Council OE-Website Creation	1,500.00
Municipal Clerk S&W	4,375.00
Municipal Clerk OE	1,875.00
Financial Administration S&W	6,000.00
Financial Administration OE	5,000.00
Audit Services	0.00
Revenue Administration (Collection of Taxes) S&W	5,000.00
Revenue Administration (Collection of Taxes) OE	2,500.00
Tax Assessment Administration S&W	2,937.50
Tax Assessment Administration OE	875.00
Elections	0.00
Legal Services and Costs OE	12,500.00
Engineering Services and Costs OE	750.00
Planning Board S&W	675.00
Planning Board OE	1,175.00
Planning Board OE-Legal	1,250.00
Police S&W	105,000.00
Police OE	7,500.00
Office of Emergency Management OE	25.00
Fire OE	6,000.00
Fire Prevention Bureau S&W	906.25
Fire Prevention Bureau OE	250.00
First Aid Organization-Contribution	0.00
Uniform Fire Safety OE	0.00
Municipal Prosecutor S&W	0.00
Municipal Prosecutor OE	1,750.00
Municipal Court S&W	10,000.00
Municipal Court OE	750.00
Public Defender S&W	0.00
Public Defender OE	387.50
Road Repairs and Maintenance S&W	20,000.00
Road Repairs and Maintenance OE	3,250.00
Solid Waste Collection OE	11,250.00
Recycling S&W	1,450.00
Recycling OE	62.50
Public Buildings and Grounds OE	4,250.00
Vehicle Maintenance OE-Public Works	2,000.00
Vehicle Maintenance OE-Fire	0.00

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Vehicle Maintenance OE-Police Vehicle	1,875.00
Vehicle Maintenance OE-Lease/Acquire Vehicles	7,000.00
Condo Act-Trash Removal	0.00
Condo Act-Street Lighting	0.00
Condo Act-Snow and Leaf Removal	0.00
Board of Health S&W	0.00
Kiddie Keep-Well Camp	0.00
South County Day Camp	0.00
Animal Control S&W	2,000.00
Animal Control OE	1,375.00
Recreation S&W	250.00
Recreation OE	1,875.00
Senior Citizen OE	250.00
Parks OE	1,875.00
Electricity	4,750.00
Street Lighting	5,250.00
Telephone	3,500.00
Natural Gas	3,125.00
Diesel Fuel	750.00
Gasoline	4,075.00
Postage	1,350.00
Copier Expense	725.00
Office Supplies	250.00
Construction S&W	1,275.00
Construction S&W-Special Projects	0.00
Construction OE	0.00
Accumulated Sick Leave Reserve	0.00
Contingent	0.00
Social Security System (O.A.S.I.)	12,625.00
PERS Retirement - ERI Program	0.00
PERS Retirement	0.00
PERS Delayed Enrollment Penalty	0.00
PFRS Retirement	0.00
Liability Insurance	10,000.00
Worker's Compensation Insurance	3,543.75
Employee Group Insurance (Health)	25,750.00
Unemployment, Disability Insurance	525.00
Inside CAP Appropriations	320,487.50
Employee Group Insurance (Health)	0.00
LOSAP	0.00
Subtotal	0.00
Borough of Spotswood-Police Dispatch	5,592.50
Borough of Spotswood-Animal Control S&W	1,500.00
Borough of Spotswood-Zoning & Code Enforcement S&W	1,275.00
Borough of Spotswood-Garbage & Trash Removal	9,963.50
Borough of South River-Animal Control S&W	1,750.00

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Borough of Sayreville-Animal Control S&W	2,750.00
Middlesex County Board of Health	3,992.00
Middlesex County Curbside Recycling Program	5,250.00
Subtotal-Interlocal Agreements	<u>32,073.00</u>
Drug Alliance-State	0.00
Drug Alliance-Borough Share	0.00
Gypsy Moth Spraying-Federal	0.00
Gypsy Moth Spraying-Match	0.00
Clean Communities	0.00
DDEF	0.00
Body Armor	223.56
Recycling Tonnage Grant	0.00
Forest Services Volunteer Fire Assistance	1,145.25
Bicycle Pedestrian Safety Grant	0.00
Sam's Club Foundation	0.00
Matching Funds for Grants	0.00
Alcohol Ed & Rehab	0.00
Subtotal-Grants	<u>1,368.81</u>
Reserve for Acquisition of Police SUV	0.00
Reserve for Acquisition of Animal Control Van	20,000.00
Down Payment on Improvements	0.00
Reserve for Improvements to Police Department Facilities	50,000.00
Capital Improvement Fund	12,500.00
Subtotal-Capital Improvements	<u>82,500.00</u>
Payment of Note Principal	0.00
Payment of Note Interest	0.00
Subtotal-Debt Service	<u>0.00</u>
Emergency Authorizations-1 year	0.00
Emergency Authorizations-5 years	0.00
Deferred Charge to Future Taxation-Unfunded	0.00
Subtotal-Deferred Charges	<u>0.00</u>
Outside CAP Appropriations	115,941.81
Subtotal before Reserve for Uncollected Taxes	<u>436,429.31</u>
Reserve for Uncollected Taxes	
TOTAL CURRENT FUND	<u><u>436,429.31</u></u>

#### WATER UTILITY FUND

Salaries and Wages	15,000.00
Other Expenses	11,500.00
Purchase of Water	48,750.00
Insurance	6,750.00
Accumulated Sick Leave	0.00
Capital Improvement Fund	1,250.00

000041

Capital Outlay	0.00
Capital Outlay-Reserve Water Tower Repainting	0.00
Reserve for Acquisition of Dump Truck	0.00
Payment of Bond Principal	0.00
Payment of Note Principal	0.00
Payment of Bond Interest	0.00
Payment of Note Interest	0.00
Payment of USDA Loan	39,256.00
PERS Retirement	675.00
Social Security System	1,500.00
Unemployment, Disability Insurance	62.50
TOTAL WATER UTILITY FUND	<u>124,743.50</u>

	2011 TEMPORARY BUDGET
<u>SEWER UTILITY FUND</u>	
Salaries and Wages	15,000.00
Other Expenses	6,750.00
MTMUA-Basic	58,750.00
MTMUA-DS surcharge	
Other Expenses - Insurance	6,750.00
Accumulated Sick Leave	0.00
Capital Improvement Fund	1,250.00
Capital Outlay	0.00
Reserve for Acquisition of Dump Truck	0.00
Capital Outlay-I&I	0.00
Payment of Bond Principal	0.00
Payment of Bond Interest	0.00
PERS Retirement	675.00
Social Security System	1,500.00
Unemployment, Disability Insurance	62.50
TOTAL SEWER UTILITY FUND	<u>90,737.50</u>
GRAND TOTAL	<u>651,910.31</u>

RESOLUTION  
#2011 - 45

APPOINTMENT OF ALTERNATE MUNICIPAL JUDGE

- 000042

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

CHRISTINE HEITMAN, ESQ.

as ALTERNATE MUNICIPAL JUDGE.

RESOLUTION

# 2011 – 46

AUTHORIZATION TO SIGN AGREEMENT WITH  
SAYREVILLE PET ADOPTION CENTER

WHEREAS, the Borough of Helmetta has an agreement with the Sayreville Pet Adoption Center for kennel and associated services to handle stray animals confiscated by the Borough's Animal Control Department; and

WHEREAS, the Borough would like to continue these services in 2011 on a month to month basis with the Center;

NOW THEREFORE BE IT RESOLVED, that Nancy Martin, Mayor of the Borough of Helmetta is hereby authorized to sign the agreement with the Sayreville Pet Adoption Center.

RESOLUTION

# 2011 – 47

AUTHORIZATION TO SIGN AGREEMENT WITH  
SAYREBROOK VETERINARY HOSPITAL

WHEREAS, the Borough of Helmetta has an agreement with the Sayrebrook Veterinary Hospital for veterinary services to handle stray animals confiscated by the Borough's Animal Control Department; and

WHEREAS, the Borough would like to continue these services in 2011 on a month to month basis with the Veterinary Hospital;

NOW THEREFORE BE IT RESOLVED, that Mayor and Municipal Clerk of the Borough of Helmetta is hereby authorized to sign the agreement with the Sayrebrook Veterinary Hospital.

RESOLUTION  
#2011 – 48

APPOINTMENT OF ADMINISTRATIVE CLERKS  
AND/OR RECREATION STAFF – DENISE ESTRADA, CINDY SHAPTER

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

DENISE ESTRADA  
CINDY SHAPTER

are hereby appointed as Administrative Clerks and/or Recreation Staff as an on needed basis.

RESOLUTION  
#2010 - 50

RESOLUTION AUTHORIZING PAYMENT TO VARIOUS EMPLOYEES FOR  
ADMINISTRATIVE ACTIVITIES

WHEREAS, the position of Business Administrator has been vacant since May 21, 2008; and

WHEREAS, Sandra Bohinski, Lori Russo, Carol Feig, Darren Doran, and Charles Metz have been performing the duties of the Business Administrator since the vacancy; and

WHEREAS, the following amounts have been recommended to compensate employees for the administrative duties performed for the year 2010:

Sandra Bohinski	\$1,687.50
Lori Russo	8,718.75
Carol Feig	1,687.50
Darren Doran	8,718.75
Charles Metz	1,687.50

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Council of the Borough of Helmetta hereby authorize retroactive payment to the above individuals in the amounts listed above for performing the duties of the Business Administrator for the year 2010.

000044



	Motion	Second	Aye	Nay	Abstain	Absent
Asciolla			x			
Janeczek		x	x			
Karczewski			x			
Peckham	x		x			
Perez			x			
Smith			x			

RESOLUTION  
#2011-21

APPOINTMENT OF BACK-UP WATER OPERATOR

I, Nancy Martin, 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 12/31/11.

	Motion	Second	Aye	Nay	Abstain	Absent
Asciolla	x		x			
Janeczek			x			
Karczewski		x	x			
Peckham			x			
Perez			x			
Smith					x	

000045

RESOLUTION

#2011 – 49

ATTENDANCE AT MEETING AND BOROUGH SPONSORED EVENTS

WHEREAS, in order to serve our residents to the best of our ability it is necessary that we attend meetings and Borough sponsored events; and

WHEREAS, it is understandable that there are times that make it impossible to be present at all meetings and functions;

NOW THEREFORE BE IT RESOLVED that all Council members agree to be present for at least 85% of the meetings and Borough sponsored events.

(DISCUSSION WAS HELD ON THIS RESOLUTION AND THE VOTE WAS TAKEN TO TABLE THIS RESOLUTION. THE CLERK WILL PUT THE DATES OF THE MEETINGS AND EVENTS ON THE RESOLUTION)

	Motion	Second	Aye	Nay	Abstain	Absent
Peckham		X	X			
Asciolla			X			
Janeczek			X			
Karczewski				X		
Perez			X			
Smith	X		X			

\* Oaths of Office were administered by the Clerk to Police Director Ely and Special Police Officer Michael Azzarello.

The Mayor said she is looking to a better 2011 and an even better 2012.

Cmn. Sewell Peckham commended the Public Works Department on the job did with the snow storm.

There being no further business the meeting was adjourned. All were in favor.

Sandra Bohinski, RMC  
Municipal Clerk

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