

MEETING OF MAYOR AND COUNCIL

WEDNESDAY –MAY 9, 2011

7:00 p.m.

*MEETING CALLED TO ORDER * STATEMENT REGARDING OPEN PUBLIC MEETING LAW * SALUTE TO THE FLAG

The meeting was called to order at 7:10 p.m. by Mayor Martin. 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.

*CALLING OF THE ROLL:

PECKHAM
ASCIOLLA
JANECZEK
KARCZEWSKI - absent
PEREZ
SMITH

* PUBLIC PORTION

Kevin Williams, 1909 Tanglewood Court asked if it was ever suggested to Kaplan to build a training center on their property (Snuff Mill).

*CONSENT AGENDA – RESOLUTION # 126

Report of Municipal Clerk

Minutes of January 10 and 26, February 23, April 18

RESOLUTIONS:

- 112 – Tax Identification Statement
- 113 – Yard Waste Recycling and Marketing Services
- 114 – Animal Shelter Agreement with the Borough of Sayreville
- 115 – Animal Shelter Agreement with the Borough of South River
- 116 – Animal Shelter Agreement with the Township of Manalapan
- 117 – Resolution in opposition to Senate Bill No. 1351
- 118 – Resolution authorizing reimbursement to Heather Glen Condominium Association pursuant to Chapter 299, Public Law 1989, as amended, for the year 2010
- 119 – Resolution authorizing reimbursement to Regency Walk Homeowners Association pursuant to N.J.S.A. 40:67-23.2 et seq., as amended for the year 2010
- 120 – Resolution amending 2011 Temporary Budget Appropriations
- 121 – Payment of bills
- 123 – Appointment of Court Administrator and Staff
- 125 – Resolution of the Borough of Helmetta authorizing Payment #7 to Dell-Tech, Inc. in the amount of \$401,143.12 — resolution pulled

MOTION – Clnn. Janeczek SECOND – Clnn. Smith

ROLL CALL: 5 – 0

- 125 – Resolution of the Borough of Helmetta authorizing Payment #7 to Dell-Tech, Inc. in the amount of \$401,143.12 resolution pulled

MOTION – Clnn. Smith SECOND – Clnn. Asciolla

ROLL CALL: 5 - 0

Minutes of March 7 (absent Karczewski, Perez)

MOTION – Clnn. Janeczek SECOND – Clnn. Peckham

ROLL CALL: 4 – 0 - 1

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Minutes of March 23

MOTION – Clnn. Janeczek SECOND – Clnn. Smith
ROLL CALL: 4 – 0 - 1

Minutes of April 25

MOTION – Clnn. Peckham SECOND – Clnn. Janeczek
ROLL CALL: 3 – 0 - 2

122 – Resolution of the Borough of Helmetta supporting the filing of an application for a Reassessment program with the Middlesex County Board of Taxation

MOTION – Clnn. Asciolla SECOND – Clnn. Peckham
ROLL CALL: 5 - 0

124 – A resolution of the Borough of Helmetta authorizing the appointment of Michael Anderson as a permanent full-time Police Officer with the Borough of Helmetta Police Department

MOTION - Clnn. Asciolla SECOND – Clnn. Janeczek
ROLL CALL: 5 - 0

REPORT OF MAYOR, BOROUGH ATTORNEY, BOROUGH ENGINEER,
COMMITTEES

Borough Attorney had no report. Borough Engineer Terry Vogt stated he talked to Mario of Lucas Bros. about replanting the dead trees on Old Forge Rd. Discussion was held on a letter received by Susan Bishop-Messler to place hand rails on her steps. The Municipal Clerk will send her a letter asking us to show us pictures of the handrail. Darren Doran, Public Works Director had no report. Police Director Andrew Ely said that Regency Walk would like the Police Dept. to enforce Title 39 in their development. Borough Attorney David Clark, will look into this to see if an ordinance would need to be passed. Sample ID cards were made. 117 Main Street was boarded up and a letter was sent to see if we can find out who is responsible for this house. Phil Esposito will graduate from the Police Academy on May 18.

SECOND READING OF ORDINANCES:

Ordinance #2011 – 7

Steep Slope Ordinance

This ordinance was opened to the Public; there being no one from the Public who wished to speak, the meeting was closed to the Public.

MOTION TO ADOPT – Clnn. Peckham SECOND – Clnn. Perez
ROLL CALL: 5 – 0

Kevin Williams, 1909 Tanglewood Court, stated that Title 39 should also be enforced in Heather Glen. He was told to speak to the Association.

Ordinance # 2011 – 8

Ordinance authorizing the appropriation of \$168,000 for improvements to animal shelter building in the Borough of Helmetta, County of Middlesex, State of New Jersey and to appropriate \$100,000 from the Middlesex County Sustainable Economic Growth Improvement Fund, \$29,700 from the 2009 Middlesex County Community Development Block Grant and \$29,700 from the 2010 Middlesex County Community Development Block Grant.

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This ordinance was opened to the Public; there being no one from the Public who wished to speak, the meeting was closed to the Public.

MOTION TO ADOPT – Clmn. Peckham SECOND – Clmn. Asciolla
ROLL CALL: 5 – 0

FIRST READING OF ORDINANCE:

Ordinance # 2011 – 9

An Ordinance amending Chapter 13 of the Code of the Borough of Helmetta, entitled "Police Department: and amending Section 1 "Establishment" to include a new sub-section 1(B) Table of Organization and amending Section 6 (E) "Appointments; Promotions" to include additional promotional eligibility requirements.

MOTION – Clmn. Asciolla SECOND – Clmn. Peckham
ROLL CALL: 4 - 0 - 1

NEW BUSINESS

Kaplan Assoc. came and a lengthy discussion ensued upon reaching an agreement between them and the Borough as to what can be done with the property. It was the consensus that apartments be built. A larger community center for the Borough was also discussed. Kaplan's will go back and come back with new plans to review. It was requested that as many one bedroom apartments be considered. After discussion on the School Board budget, a MOTION was made by Clmn. Peckham and SECONDED by Clmn. Asciolla that no cuts be made to the budget. All were in favor.

ADJOURNMENT

There being no further business the meeting was adjourned at 9:40 p.m.

Sandra Bohinski
Municipal Clerk

Report of Municipal Clerk
Sandra Bohinski

APRIL, 2011	Copies	Marr Lic	Plng Bd	Towing	Licenses	Lndlr Reg
Santos	\$28.00	<u>\$28.00</u>				
Maldonado	<u>\$100.00</u>					<u>\$100.00</u>
TOTAL	\$128.00	\$28.00				\$100.00
Dog & Cat Licenses	\$137.00					

RESOLUTION #2011 – 112
TAX IDENTIFICATION STATEMENT

WHEREAS, The Recycling Enhancement Act, P.L.2007, chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, There is levied upon the owner or operator of every solid waste facility (with certain exceptions) a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility.

WHEREAS, Whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the "Local Public Contracts Law", the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality except that all grant moneys received by the municipality shall be expended only for its recycling program.

NOW THEREFORE BE IT RESOLVED by the Borough of Helmetta that the Borough of Helmetta hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, chapter 311, in 2011 for 774.91 tons in the amount of \$2,324.73. Documentation supporting this submission is available at the Helmetta Municipal Building, 51 Main Street, Helmetta NJ and shall be maintained for no less than five years from this date.

REA Tax certified by: Lori Russo
Name of official: Lori Russo
Title of official: C.F.O.

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RESOLUTION # 2011 – 113
YARD WASTE RECYCLING AND MARKETING SERVICES

BE IT RESOLVED, that the Mayor and Borough Clerk are hereby authorized to sign the Middlesex County Yard Waste Recycling and Marketing Services Agreement with the Middlesex County Improvement Authority.

RESOLUTION # 2011 – 114
ANIMAL SHELTER AGREEMENT WITH THE BOROUGH OF SAYREVILLE

WHEREAS, the Borough of Helmetta will own and operate a Regional Animal Shelter; and;

WHEREAS, the Borough of Sayreville is desirous to enter into a shared services agreement with the Borough of Helmetta for the provision of animal shelter services;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the proper Borough Officials are hereby authorized and directed to execute a shared services agreement with the Borough of Sayreville, for provision of Animal Shelter Services. This agreement shall commence May 1, 2011 and terminate December 31, 2011. Furthermore the agreement shall contain a two (2) additional one (1) year renewals, subject to mutual consent by both municipalities.

RESOLUTION # 2011 – 115
ANIMAL SHELTER AGREEMENT WITH THE BOROUGH OF SOUTH RIVER

WHEREAS, the Borough of Helmetta will own and operate a Regional Animal Shelter; and;

WHEREAS, the Borough of South River is desirous to enter into a shared services agreement with the Borough of Helmetta for the provision of animal shelter services;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the proper Borough Officials are hereby authorized and directed to execute a shared services agreement with the Borough of South River for provision of Animal Shelter Services. This agreement shall commence May 1, 2011 and terminate December 31, 2011. Furthermore the agreement shall contain a two (2) additional one (1) year renewals, subject to mutual consent by both municipalities.

RESOLUTION # 2011 – 116

ANIMAL SHELTER AGREEMENT WITH THE TOWNSHIP OF MANALAPAN

WHEREAS, the Borough of Helmetta will own and operate a Regional Animal Shelter; and;

WHEREAS, the Township of Manalapan is desirous to enter into a shared services agreement with the Borough of Helmetta for the provision of animal shelter services;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the proper Borough Officials are hereby authorized and directed to execute a shared services agreement with the Township of Manalapan for provision of Animal Shelter Services. This agreement shall commence May 1, 2011 and terminate December 31, 2011. Furthermore the agreement shall contain a two (2) additional one (1) year renewals, subject to mutual consent by both municipalities.

RERSOLUTION # 2011 - 117

RESOLUTION IN OPPOSITION TO SENATE BILL NO. 1351

WHEREAS, Senate Bill No. 1351 (hereinafter referred to as S-1351) would amend the Open Public Meetings Act, N.J.S.A. 10:4-6, et seq., to include many new requirements that are unnecessary to protect the public's interest in open and transparent government, and which would unduly burden municipalities; and,

WHEREAS, S-1351 would impose new procedural requirements on municipalities which will be time consuming and costly, at a time when municipalities are facing unprecedented financial constraints; and,

WHEREAS, S-1351 would impose new procedural requirements on municipalities that are impractical and wasteful, and which would result in longer meetings and less efficient governance; and,

WHEREAS, among the time consuming, costly, impractical and wasteful new requirements of S-1351 are the following:

- A. new requirements pertaining to subcommittees, including notice of subcommittee meetings and the preparation of minutes, which would, among other things, necessitate additional administrative support for all meetings of subcommittees so that minutes can be prepared; and,
- B. new requirement that agendas provide a description of all agenda items, including the names of the parties to and approximate dollar amounts of any contracts to be acted upon, which would increase preparation time for agendas; and,
- C. new requirement that agendas include estimated starting times for the public portion of the meeting and the portion of the meeting

from which the public is to be excluded, though this information would be purely speculative and unreliable; and,

- D. new requirement that no public body be permitted to act upon or discuss a matter that is not listed on the agenda except in emergencies, which requirement would be impractical and unnecessarily inhibit the operations of municipal government, as it is often necessary for the effective and efficient administration of municipal governmental purposes to discuss or act on matters for which three business days' notice may not be possible; and this would effectively prevent discussion of items brought forward by the public; and,
- E. new requirement that a public body provide for public comment on emergency items that are added to a meeting agenda, adding unnecessary and time-consuming process to meetings; and,
- F. new requirement that a public body provide for public comment before taking final action on any matter at any meeting of at least three minutes per person, which requirement, as written, would result in an unworkable series of public comment periods on every action of the governing body, from appointments to resolutions to approval of minutes, thereby adding substantial time to every meeting of the public body; and,
- G. new requirement eliminating attorney-client privilege as a basis for excluding the public from a portion of the meeting, which will inhibit the public body's ability to obtain needed legal advice, which is contrary to the public interest; and,
- H. new requirement that public bodies be permitted to exclude the public from discussion of personnel matters only with the written consent of the potentially affected employee, thereby inhibiting the public body's ability to take necessary actions on personnel matters; and,
- I. new requirements for more extensive minutes of public body meetings, such as the inclusion of each member's stated reasons for his or her actions or vote, the identity of each member of the public who spoke and a summary of what was said, which shall cause the preparation of minutes to be more time consuming and costly; and,
- J. confusing new requirements pertaining to disclosure of recordings of meetings, including making recordings promptly available after meetings, and somehow incorporating such recordings with meeting minutes; and,
- K. new requirements that minutes would include electronic communications concerning public business among an effective majority of the members that occurred prior to a meeting, which would be an unworkable and ineffective imposition on municipalities, and would purport to make pre-meeting communications somehow become part of the meeting itself, an unprecedented expansion of the meeting concept; and,
- L. new requirements for maintaining on the municipal website schedules of meetings, agendas, notices of emergency meetings,

minutes, resolutions and ordinance to the extent not already set forth in the minutes, and closed meetings resolutions, for a period of at least five years, which would result in additional costs for posting and maintaining website information;

WHEREAS, there is no justifiable basis for the imposition of the burdensome and cost generative provisions of S-1351; and,

WHEREAS, portions of S-1351 place financial, time, manpower and other burdens on municipalities at a time when municipalities are constrained to layoff municipal employees, impose furloughs, and reduce departmental budgets so that municipalities can meet strict CAP requirements even when revenues are decreased and operating costs continue to climb; and,

WHEREAS, the cost generative provisions of S-1351 are unfunded mandates that violate the "State Mandate, State Pay" amendment to the New Jersey Constitution;

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Helmetta, County of Middlesex, and State of New Jersey, for the reasons stated above, do hereby opposes Senate Bill No. 1351 in its current form, and urge the New Jersey State Senate and Assembly to oppose this Bill; and,

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to State Senator Loretta Weinberg, State Senator Stephen Sweeney, the members of the Senate and Budget Appropriations Committee, the legislators of the 18th State Legislative District, the New Jersey State League of Municipalities, and the Municipal Clerks' Association of New Jersey.

RESOLUTION #2011 - 118

RESOLUTION AUTHORIZING REIMBURSEMENT TO HEATHER GLEN CONDOMINIUM ASSOCIATION PURSUANT TO CHAPTER 299, PUBLIC LAW 1989, AS AMENDED, FOR THE YEAR 2010

WHEREAS, Heather Glen Condominium Association (the "Association") is a qualified private community pursuant to Chapter 299, Public Law 1989, as amended (the "Law"); and

WHEREAS, the Borough of Helmetta is required to provide to reimburse the Association for certain municipal services pursuant to the Law; and

WHEREAS, if the Borough provides reimbursement to the Association for certain municipal services, the reimbursement shall not exceed the amount that the Borough would have expended to provide the equivalent services; and

WHEREAS, the Borough and the Association entered into an Agreement dated June 23, 1994 providing for the reimbursement procedure for covered municipal services; and

WHEREAS, RCP Management Company, on behalf of the Association, submitted bills from Midco Waste Systems for garbage and recycling services for the year 2010 in the amount of \$65,892.21, which represents garbage and recycling pickup at twice the frequency of the Borough pickup; and

WHEREAS, the Chief Finance Officer has determined that the cost that would have been paid by the Association if they had the same level of service provided by the Borough to be \$32,946.11; and

WHEREAS, the Chief Finance Officer has determined that, under the Borough's agreements in place for 2010, it would have cost the Borough approximately \$64,161.19 to provide equivalent services; and

WHEREAS, RCP Management Company, on behalf of the Association, submitted bills from Jersey Central Power & Light for street lighting for the year 2010 in the amount of \$8,466.30; and

WHEREAS, the Borough is responsible for forty percent (40%) of the street lighting bill as certain of the lights illuminate private parking areas.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of thirty-six thousand eight hundred thirty-two dollars and sixty-three cents (\$36,832.63) to Heather Glen Condominium Association representing 2010 garbage reimbursement of \$32,946.11 and 2010 street light reimbursement of \$3,886.52.

RESOLUTION #2011 -119

RESOLUTION AUTHORIZING REIMBURSEMENT TO REGENCY WALK HOMEOWNERS ASSOCIATION PURSUANT TO N.J.S.A. 40:67-23.2 et seq., AS AMENDED, FOR THE YEAR 2010

WHEREAS, Regency Walk Homeowners Association (the "Association") is a qualified private community pursuant to Chapter 299, Public Law 1989, as amended (the "Law"); and

WHEREAS, the Borough of Helmetta is required to reimburse the Association for certain municipal services pursuant to the Law; and

WHEREAS, if the Borough provides reimbursement to the Association for certain municipal services, the reimbursement shall not exceed the amount that the Borough would have expended to provide the equivalent services; and

WHEREAS, the Borough and the Association entered into an Agreement around March 17, 2004 establishing the reimbursement procedure for covered municipal services; and

WHEREAS, the Association submitted bills from HMD Lawn Service LLC for snow removal costs in 2010 in the amount of \$34,837.06; and

WHEREAS, the Borough Administrator has determined that, under the Borough's agreements in place for 2010, it would have cost the Borough \$1,536.34 to provide equivalent snow removal services to Regency Walk; and

WHEREAS, the Association submitted bills from Jersey Central Power & Light for street lighting for the year 2010 in the amount of \$3,420.44; and

WHEREAS, the Association recycled leaves in 2010 at a cost of \$1,203.78; and

WHEREAS, the Borough Administrator has determined that, under the Borough's agreements in place for 2010, it would have cost the Borough \$343.59 to provide equivalent leaf removal services to Regency Walk; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of five thousand three hundred dollars and thirty-seven cents (\$5,300.37) to Regency Walk Homeowners Association representing 2010 snow removal reimbursement of \$1,536.34, 2010 street light reimbursement of \$3,420.44 and 2010 leaf removal reimbursement of \$343.59.

RESOLUTION # 2011 - 120

RESOLUTION AMENDING 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 2011 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 2011 budget will not be adopted until after April 1 and commitments need to be covered until the date of adoption; and

NOW, THEREFORE, BE IT RESOLVED that the following list of appropriations shall constitute an amendment to the 2011 temporary budget of \$37,000.00 for the Borough of Helmetta, Middlesex County, New Jersey.

	2011 TEMPORARY BUDGET	TEMP BUDGET AMENDME NT 5/9/11
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 Administration	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	1,000.00
Bank Charges	0.00	
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	500.00
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	1,000.00
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	2,000.00
Vehicle Maintenance OE-Public Works	2,000.00	
Vehicle Maintenance OE-Fire	0.00	
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	1,500.00
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	500.00
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	10,000.00
Unemployment, Disability Insurance	525.00	
Animal Shelter Director S&W	0.00	3,000.00
Animal Shelter Director OE	0.00	

Inside CAP Appropriations

	320,487.50	19,500.00
Employee Group Insurance (Health) Exclusion	0.00	
"December 2010 Blizzard"	0.00	
LOSAP	0.00	
Subtotal	0.00	0.00
Borough of Spotswood-Police Dispatch	5,592.50	
Borough of Spotswood-Animal Control S&W	1,500.00	
Borough of Spotswood-Animal Control OE	0.00	
Borough of Spotswood-Zoning & Code Enforcement S&W	1,275.00	
Borough of Spotswood-Zoning & Code Enforcement OE	0.00	
Borough of Spotswood-Garbage & Trash Removal	9,963.50	
Borough of South River-Animal Control S&W	1,750.00	
Borough of South River-Animal Control OE	0.00	
Borough of Sayreville-Animal Control S&W	2,750.00	
Borough of Sayreville-Animal Control OE	0.00	
Township of Plainsboro-Animal Control S&W	0.00	
Township of Plainsboro-Animal Control OE	0.00	
Middlesex County Board of Health	3,992.00	
Middlesex County Curbside Recycling Program	5,250.00	
Subtotal-Interlocal Agreements	32,073.00	0.00
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	1,368.81	0.00
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	
Reserve for NJ Clean Energy Direct Install Program	0.00	
Capital Improvement Fund	12,500.00	2,500.00
Subtotal-Capital Improvements	82,500.00	2,500.00
Payment of Note Principal	0.00	
Payment of Note Interest	0.00	
Subtotal-Debt Service	0.00	0.00
Emergency Authorizations-1 year	0.00	
Emergency Authorizations-5 years	0.00	
Deferred Charge to Future Taxation-Unfunded	0.00	
Subtotal-Deferred Charges	0.00	0.00
Outside CAP Appropriations	115,941.81	2,500.00
Subtotal before Reserve for Uncollected Taxes	436,429.31	22,000.00
Reserve for Uncollected Taxes	0.00	
TOTAL CURRENT FUND	436,429.31	22,000.00

	2011 TEMPORARY BUDGET	AMENDME NT 5/9/11
<u>WATER UTILITY FUND</u>		
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	
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	4,520.00	
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	129,263.50	0.00

	2011 TEMPORARY BUDGET	AMENDME NT 5/9/11
<u>SEWER UTILITY FUND</u>		
Salaries and Wages	15,000.00	
Other Expenses	6,750.00	
MTMUA-Basic	58,750.00	15,000.00
MTMUA-DS surcharge	0.00	
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	90,737.50	15,000.00
GRAND TOTAL	656,430.31	37,000.00

RESOLUTION #2011 – 121 PAYMENT OF BILLS

RESOLUTION 2011-

BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF HELMETTA, in the County of Middlesex, New Jersey (not less than three (3) members thereof affirmatively concurring) as follows:

1. All bills or claims as reviewed and approved by the Finance Committee and as set forth in this Resolution are hereby approved for payment.

2. The Mayor and Chief Financial Officer are hereby authorized and directed to sign checks in the payment of bills and claims which are hereby approved.

The computer print-out of the list of bills will be on file in the Clerk's Office.

CURRENT FUND	\$	315,290.43
Including the following non-budget items:		
County taxes	195,358.47	
Inter-bank transfer	35,436.69	
	<u>\$</u>	<u>230,795.16</u>
WATER OPERATING FUND		9,189.54
SEWER OPERATING FUND		80,046.45
GENERAL CAPITAL FUND		511,903.07
DOG TRUST FUND		330.62
PAYROLL FUND		872.85
Including the following non-budget items:		
Inter-bank transfer	872.85	
TRUST FUND		9,685.27
Including the following non-budget items:		
Inter-bank transfer	9,083.00	
BUILDERS' ESCROW		
	<u>\$</u>	<u>927,318.23</u>

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

RESOLUTION # 2011 - 122

RESOLUTION OF THE BOROUGH OF HELMETTA SUPPORTING THE FILING OF AN APPLICATION FOR A REASSESSMENT PROGRAM WITH THE MIDDLESEX COUNTY BOARD OF TAXATION

WHEREAS, Realty Appraisal Company performed a 2006 revaluation in the Borough of Helmetta (the "Borough") for the 2007 tax year; and

WHEREAS, the Borough thinks it is necessary to institute a reassessment program in the Borough for the 2012 tax year and desires to have Realty Appraisal Company perform a revaluation in order to more accurately reflect market values; and

WHEREAS, in order for the Borough to institute a reassessment program, it must file an Application for Reassessment Program (the "Application") with the Middlesex County Board of Taxation; and

WHEREAS, the Borough Tax Assessor desires to complete the Application on behalf of the Borough and file it with the County; and

WHEREAS, the Borough Council supports the Tax Assessor's completion and filing of the Application.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Borough Council supports the Tax Assessor's completion of the Application for Reassessment Program and the filing of it with the Middlesex County Board of Taxation in order for the Borough to institute a reassessment program for the 2012 tax year.

RESOLUTION # 2011 – 123

APPOINTMENT OF COURT ADMINISTRATOR AND STAFF

WHEREAS, due to personal reasons, the Stacy Kitson, Court Administrator had to resign as Court Administrator;

NOW THEREFORE BE IT RESOLVED that Susan Slavicek be and is hereby appointed as Court Administrator and Christine Hughes as Deputy Court Administrator; and

BE IT RESOLVED that Kate Finley and Debra Viterito be appointed to serve as on an as needed basis.

RESOLUTION 2011- 124

**A RESOLUTION OF THE BOROUGH OF
HELMETTA AUTHORIZING THE APPOINTMENT
OF MICHAEL ANDERSON AS A PERMANENT
FULL-TIME POLICE OFFICER WITH THE
BOROUGH OF HELMETTA POLICE
DEPARTMENT.**

WHEREAS, Michael Anderson has been serving his one (1) year probationary period as a probationary full-time police officer with the Borough of Helmetta Police Department; and

WHEREAS, the one (1) year probationary period for Michael Anderson shall conclude on May 20, 2011; and

WHEREAS, the Police Director of the Borough of Helmetta Police Department has provided a recommendation that Michael Anderson be appointed as a permanent full-time police officer with the Helmetta Police Department; and

NOW THEREFORE, BE IT RESOLVED, that Michael Anderson is hereby appointed as a permanent full-time police officer with the Borough of Helmetta Police Department effective May 20, 2011.



**POLICE DEPARTMENT
BOROUGH OF HELMETTA**

51 MAIN STREET
HELMETTA, NEW JERSEY 08828

Andrew W. Ely
Police Director
Telephone 732-521-5252
Fax 732-521-1805
Andrew.Ely@HelmettaPolice.org

Officers' Phone 732-521-3927
General Fax 732-521-5503
Dispatch 732-251-4100

MEMORANDUM

DATE: 5 May 2011

TO: Councilman Sewell Peckham
Councilman Vincent Ascioffa

FROM: Andrew Ely, Police Director *Andrew Ely*

SUBJECT: Removal of Michael Anderson from Probationary Employment

COPY: Mayor Nancy Martin

I am writing to respectfully recommend that Police Officer Michael Anderson be removed from probationary employment to become a permanent employee upon his anniversary date of 20 May 2011.

Officer Anderson and I worked together in uniform when he first joined the police department as a special officer and it's been a pleasure to see him and his professionalism mature. Now, supervising him as police director, I have first-hand witnessed his abilities and find him to be a calming influence in stressful conditions. He freely offers his knowledge to others and is not afraid to ask for assistance and guidance when he is faced with a new challenge.

I recently assigned Officer Anderson to lead the investigation of a home burglary. Based on his initiative and dogged determination to follow every possible lead, he drove this to a three Middlesex County and one Union County town investigation. He coordinated physical evidence from retail stores with the result being multiple arrests. And, he shared the experience with new special police officer, unselfishly aiding in that officer's in-service training.

By general order, I have assigned Officer Anderson to the following collateral duties:

- Liaison officer to the Prosecutor's Office on juvenile matters.
- Primary officer for computer equipment.

Professionalism, Uniformity, Excellence

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**POLICE DEPARTMENT
BOROUGH OF HELMETTA**

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- Secondary officer for evidence / property / general supplies.
- Secondary officer for records management / discovery / UCR.

Officer Anderson has taken to these extra assignments willingly, and often spends non-paid time researching areas that are new to him. Recently he had begun to assist Officer Lockman in developing a written plan and database for our records management.

Officer Anderson has willingly worked in a "swing-shift" patrol assignment, with two weekly midnight shifts combined with three afternoon shifts. His traffic enforcement performance is above average, although his two weekly midnight shifts make it appear that his ticket numbers are low. For example, taking into consideration his two midnight shifts, his performance for March and April 2011 was only exceeded by one other full-time officer.

He has made himself available to emergency call-ups and to cover open shifts, and has worked more than his share of third-party ("road job") assignments.

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RESOLUTION # 2011 – 125

**RESOLUTION OF THE BOROUGH OF HELMETTA
AUTHORIZING PAYMENT # 7 TO DELL-TECH, INC.
IN THE AMOUNT OF \$401,143.12**

WHEREAS, the Borough of Helmetta (the "Borough") adopted a redevelopment plan for the Helme Mill Redevelopment Area which permits the redevelopment of property located at Block 13, Lot 39.2 within the Helme Mill Redevelopment Area (the "Property") for an animal shelter; and

WHEREAS, pursuant to a Redevelopment Agreement (the "Agreement"), the Borough designated Dell-Tech, Inc. ("Dell-Tech") as the redeveloper for the Property; and

WHEREAS, Dell-Tech has submitted an Application and Certificate for Payment No. 7 dated May 3, 2011 to the Borough in the amount of \$401,143.12; and

WHEREAS, the Borough's consulting architect, Michael Testa,, LLC has certified that the work performed by Dell-Tech has progressed as indicated by the Agreement, the quality of the work is in accordance with the Agreement, and that Dell Tech is entitled to payment of the amount certified; and

WHEREAS, the Borough Council would like to authorize payment to Dell-Tech in the amount of \$401,143.12,

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Chief Financial Officer is hereby authorized to issue payment to Dell-Tech Inc. in the amount of \$401,143.12 pursuant to the Application and Certificate for Payment No. 7 (certificate No. 7 authorized payment for \$404,093.75; however an overpayment of \$2,950.63 was made on Payment No. 6), and

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

- a.Dell-Tech, Inc.
- b.Terry Vogt, Borough Engineer/Borough Planner
- c.David A Clark, Borough Attorney
- d.Michael Testa, Borough's consulting architect
- e.Lori Russo, C.F.O.

SPECIAL MEETING
BOROUGH OF HELMETTA/SPOTSWOOD
MAY 16, 2011

The meeting was called to order by Spotswood Council President Curt Stollen at 6:30 p.m. A roll call of Councilmembers was taken by Municipal Clerks Patricia DeStefano for Spotswood and Sandra Bohinski for Helmetta and all members of the Council were present.

After statements were made by Mayor Barlow, Mayor Martin and School Board President Donna Faulkenberry, the meeting was opened to the Public. There being no one from the Public who wished to speak, the meeting was closed to the Public.

Resolution #2011 – 65 Borough of Spotswood
Resolution adopting School Budget of Board of Education pursuant to N.J.S.A. 18A:22-37

Resolution # 2011 – 128 Borough of Helmetta
A resolution certifying the Spotswood Board of Education 2011-2012 School Budget

MOTION – Clmn. Peckham SECOND – Clmn. Asciolla
ROLL CALL: 6 – 0

There being no further business, the meeting was adjourned at 6:57 pm.

Sandra Bohinski, RMC
Municipal Clerk

RESOLUTION #2011 - 128

**A RESOLUTION CERTIFYING THE SPOTSWOOD BOARD OF
EDUCATION 2011-2012 SCHOOL BUDGET**

WHEREAS, pursuant to N.J.S.A. 18A:7-8, the Helmetta School District, which was a non-operating school district, was consolidated with the Spotswood School District; and

WHEREAS, the Spotswood Board of Education 2011-2012 budget was defeated by voters; and

WHEREAS, N.J.S.A. 18A:22-37 provides that upon the defeat of a school budget by the voters of a municipality, a municipality's Governing Body shall

determine the amount which, in the judgment of the Governing Body, is necessary to be appropriated for each item appearing in the proposed school budget in order to provide a thorough and efficient education for students in the district; and

WHEREAS, pursuant to N.J.S.A. 18A:7F-5, a school district's general fund tax levy may not be less than its required local share; and

WHEREAS, representatives of the Helmetta Borough Council met with representatives of the Spotswood Board of Education as required by N.J.S.A. 18A:22-37; and

WHEREAS, after consideration of the proposed 2011-2012 budget for the Spotswood School District, the Helmetta Borough Council determined that the budget should not be reduced.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that there will be no line item modifications to the 2011-2012 school budget.

BE IT FURTHER RESOLVED that the tax levy being certified for the base budget is set forth within and the Borough Council has determined that it is necessary that no reductions be made to the tax levy in order to provide a thorough and efficient system of education in the Spotswood School District without adversely affecting the quality of education for the students of the district:

- A. The original tax levy on the ballot for the base budget:
\$13,804,809.00
- B. The amount of reduction to the tax levy for the base budget:
\$0.00
- C. The amount of tax levy being certified for the base budget:
\$13,804,809.00

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the following:

- 1. Spotswood Board of Education
- 2. Middlesex County Board of Taxation
- 3. David A. Clark, Borough Attorney