

MEETING OF MAYOR AND COUNCIL
WEDNESDAY –MAY 25, 2011
7:00 p.m.

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

*CALLING OF THE ROLL:
PECKHAM
ASCIOLLA
JANECZEK
KARCZEWSKI
PEREZ
SMITH

* PUBLIC HEARING ON BUDGET

* RESOLUTION ON BUDGET AMENDMENT

* PUBLIC PORTION

*CONSENT AGENDA – RESOLUTION # 133

Report of Utility Revenue Collector

Minutes of May 16

RESOLUTIONS:

129 – Bingo License

130 – Salary of Employees of Police Department and Court

131 – A resolution authorizing the execution of an agreement between the Borough of
Helmetta and Michael Azzarello

132 – Payment of Bills

135 – A resolution authorizing change order in the amount of \$16,790.75 to Dell Tech, Inc.

136 – Resolution authorizing the Tax Collector to refund tax overpayment for 2nd Quarter
2011 taxes for Block 21 Lot 7.1 C1412

137 -Appointment of Special Police Officers

*REPORT OF MAYOR, BOROUGH ATTORNEY, BOROUGH ENGINEER, PUBLIC WORKS,
PUBLIC SAFETY DIRECTOR, COMMITTEES

* CORRESPONDENCE

- letter from Mr. & Mrs. Barnacz
- letter from Gil Shladovsky
- letter from Susan Bishop-MessleR

* SECOND 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.

* RESOLUTION – 2011 – 134

A Resolution of the Borough of Helmetta authorizing promotion of Chad Lockman as a Sergeant with the Borough of Helmetta Police Department

000201

* FIRST READING OF ORDINANCE

Ordinance #2011 – 10

An Ordinance amending Chapter 55 (Vehicles and Traffic) of the Code of the Borough of Helmetta to apply Title 39 Motor Vehicle Enforcement to the private roads of Regency Walk and to adjust the penalty provisions applicable to Heather Glen.

(This ordinance is forthcoming upon review of our Police Director)

OLD BUSINESS

NEW BUSINESS

CLOSED SESSION

ADJOURNMENT

RESOLUTION # 2011 – 106

RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING SHARED SERVICES AGREEMENT WITH THE BOROUGH OF MILLTOWN FOR THE CLEANING OF HELMETTA'S WATER BASINS

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. authorizes municipalities to contract with each other for shared services; and

WHEREAS, the Borough of Helmetta ("Helmetta") has approximately 170 catch basins located within its borders and has a need to have the catch basins regularly cleaned; and

WHEREAS, the Borough of Milltown ("Milltown") has the equipment and manpower necessary to clean Helmetta's catch basins; and

WHEREAS, Helmetta desires to enter into a shared services agreement with Milltown, in which Milltown shall periodically clean Helmetta's catch basins for the period of one year.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta, County of Middlesex, State of New Jersey that the Mayor and Borough Clerk are hereby authorized to enter into a shared services agreement with Milltown, in a form acceptable to the Borough Attorney, in which Milltown shall clean Helmetta's catch basins as needed for a period of one year.

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

- a. Michael Januszka, Clerk, Borough of Milltown
- b. David A. Clark, Borough Attorney
- c. Thomas J. Buck, Attorney, Borough of Milltown

RESOLUTION # 2011 - 107

AUTHORIZATION FOR MAYOR MARTIN TO SIGN A STATUTORY FUNDING PETITION

WHEREAS, the New Jersey League of Municipalities demands an end to the State's reliance on municipal property tax relief revenues to balance its budget and address other priorities; and

WHEREAS, the League has formed a special Statutory Funding Compliance Committee, chaired by Mayor Janice Mironov of East Windsor, the League's Second Vice-President; and

WHEREAS, the Committee has begun to advocate for a State Budget that would honor the letter and spirit of the applicable State Statutes and provide for the full statutory distribution of Energy Tax and CMPTRA revenue replacement funding; **NOW THEREFORE BE IT RESOLVED**, that Mayor Nancy Martin is hereby authorized to sign an agreement urging that the State should comply with its own statutory funding requirements; and that by doing so would enable the Borough to provide for our citizens, immediate and significant tax relief, without any unnecessary cuts to vital local services.

203 - Voided

000204

REPORT OF MUNICIPAL CLERK

MARCH, 2011		Copies	Marr Lic	Plng Bd	Towing	Licenses	Lndlr Reg
Pachuta	\$20.00	\$20.00					
Masiello	\$100.00						\$100.00
Pluhowski	\$28.00		\$28.00				
Brady	\$20.00	\$20.00					
Stephsn	\$100.00						\$100.00
Griggs	\$28.00		\$28.00				
Brady	\$30.00	<u>\$30.00</u>					
Ramlakhan	\$100.00						<u>\$100.00</u>
Dalmai	<u>\$28.00</u>		<u>\$28.00</u>				
TOTAL	\$454.00	\$70.00	\$84.00				\$300.00
Dog & Cat Licenses		\$144.00					

Denise Jawidzik

Denise Jawidzik

Tax Collector

REPORT OF THE TAX COLLECTOR

Month of: March, 2011

Dated: April 4, 2011

Taxes - 2011	\$ 161,642.80
Taxes - 2010	\$ 23,450.71

Interest	\$ 2,584.57
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Costs

Tax search

Return Check fee	\$ 25.00
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Search Printouts

Duplicate Bill Fee	\$ 130.00
Misc.	

TOTAL	\$ 187,833.08
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Tax Collectors Trust

Prior Balance	\$ 19,300.00
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Receipts	\$ 3,257.09
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Disbursements

1024	\$ (3,257.09)
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1025	\$ (600.00)
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Balance	\$ 18,700.00
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ADJUSTMENTS

2010	allow deduction	\$ (250.00)
2010	transfer O/P	\$ 250.00
	Disallow	\$
2011	Deduction	\$ 875.35
2011	allow deduction	\$ (250.00)
2011	transfer O/P	\$ (250.00)
	Homestead	\$
2011	Rebate	\$ (78,416.93)

Closing Balances

	Debit	Credit	Net
Tax	\$	\$	
2011	1,078,909.13	(8,517.31)	\$1,070,391.82
Tax	\$	\$	
2010	64,928.81	(419.22)	\$64,509.59
		\$	
		-	

Water/Sewer Receipts Report

March 2011

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2007 Principal	\$ -	\$ -	\$ -
2008 Principal	-	-	-
2009 Principal			
2010 Principal	4,901.53	4,184.28	9,085.81
2011 Principal	<u>8,881.62</u>	<u>9,663.62</u>	<u>18,545.24</u>
Subtotal	13,783.15	13,847.90	27,631.05
Interest	<u>280.15</u>	<u>236.09</u>	<u>516.24</u>
Subtotal	14,063.30	14,083.99	28,147.29
Final Water Reads	-	-	-
Returned Checks	-	-	-
Payment Reversal	-	-	-
NSF Bank Fees	-	-	-
Duplicate Bill Fee - W&S	5.00		
Connection Fee	-	-	-
New Water Meter Fee	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>-</u>	<u>-</u>	<u>-</u>
Total Deposits	<u>\$14,068.30</u>	<u>\$ 14,083.99</u>	<u>\$ 28,152.29</u>

Carol Feig
Utility Revenue Collector

000207

RESOLUTION #2011 - 96

RESOLUTION SUPPORTING A-3412 SHARING THE BURDEN OF PROPERTY ASSESSMENT APPEAL REFUNDS

WHEREAS, when County Tax Board appeals are granted the municipality must reimburse the property taxpayer 100% of the appealed tax levy, which includes the municipal, school, county and any special districts tax; and

WHEREAS, the municipal tax collector makes the adjustment from the appeal as a credit on the 4th quarter tax bill resulting in the municipality's fund balance for the preceding year to diminished, if not completely depleted; and

WHEREAS, a recent League of Municipalities' survey has measured the extent to which residents have filed and won tax appeals in 2010; and

WHEREAS, one hundred fifty (150) municipalities, representing all both large and small municipalities in all 21 counties, that participated in the survey reported property value declines of more than \$87,900,000, which resulted from 19,788 tax appeals filed in 2010; and

WHEREAS, those responding to the survey indicated that 13,760 appeals were filed in 2009, compared to 19,788 in 2010, representing an increase of 43.7%; and

WHEREAS, a municipality often experiences an increase in tax appeals because they have conducted a revaluation, however, only 5 of the 150 municipalities, which participated in our survey, indicated that their 2010 appeals resulted from revaluations; and

WHEREAS, as a way of comparison, 23 of the participating municipalities conducted revaluations in 2009, when fewer tax appeals were presented to the County Tax Boards; and

WHEREAS, the 2010 spike in appeals should be attributed to the economic down-turn, which lowered property values and placed increased stress on the income of homeowners, all around our Garden State; and

WHEREAS, the survey also indicated that in 2010 the various County Tax Boards have granted average property value reductions of close to \$5,000, per appeal; and

WHEREAS, fifty-six percent of those responding indicated that the successful tax appeals would have an impact on fund balances and place additional pressures on local officials during 2011; and

WHEREAS, although the survey was a snapshot picture in time, it can be used to project what might follow in 2011, since the reductions, which were granted by County Tax Boards in 2010, will have a multiplier effect when neighbors learn of their neighbor's tax reduction, which will likely increase the appeals and in the alternative, Tax Assessors could be forced to adjust property values, based upon the appeal information; and

WHEREAS, successful tax appeals have a three-fold negative impact on municipal budgets. First, the municipality, as the collector of taxes for the School district, county and special districts, must fund the full cost of the legal defense of the assessment. Second, since State law guarantees to the county and the school district 100% of their levies, the municipality bears the full cost of any re-imbursements resulting from the appeal (as well as the full burden for any uncollected taxes). Third, the end result will be a further decline in the property tax base used to support Municipalities, County governments and School systems; and

WHEREAS, in light of the revenue limitations that have been placed on all levels of local government by the Legislature (2% cap), such declining values will compound

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NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Helmetta hereby urges the swift passage and signing of A-3412; and

BE IT FURTHER RESOLVED, that copies of this Resolution be forwarded to New Jersey Governor Christopher Christie, to Senate President Stephen Sweeney, to Assembly Speaker Sheila Oliver, to our State Senator, to our two Representatives in the General Assembly, and to the New Jersey League of Municipalities.

DISTRIBUTION LIST

1. The Hon. Chris Christie,
Governor, State of New Jersey
PO Box 001
Trenton, NJ 08625
2. The Hon. Stephen Sweeney,
Senate President,
Senator, District 3
NJ Senate Democratic Office
State House PO Box 099
Trenton, NJ 08625
3. The Hon. Sheila Oliver,
Speaker, NJ General Assembly
Assemblywoman, District 34
NJ General Assembly Democratic Office
PO Box 098
Trenton, NJ 08625
4. NJ League of Municipalities
222 West State Street
Trenton, NJ 08608
5. The Honorable Barbara Buono
Senator of the 18th Legislative District
Two Lincoln Highway, Suite 401
Edison, New Jersey 08820
6. The Honorable Peter J. Barnes, III
Assemblyman of the 18th Legislative District
3 Stephenville Parkway, Suite 2E
Edison, New Jersey 08820
7. The Honorable Patrick J. Diegnan, Jr.
Assemblyman of the 18th Legislative District
908 Oak Tree Avenue, Unit P
South Plainfield, New Jersey 07080

RESOLUTION #2011 - 97

A RESOLUTION OF THE BOROUGH OF HELMETTA APPOINTING JAMES APGAR AS ANIMAL CONTROL OFFICER

WHEREAS, James Apgar presently serves as animal cruelty investigator for the Borough of Helmetta (the "Borough"); and

WHEREAS, in addition, the Borough Council wishes to appoint James Apgar as an animal control officer for the Borough, effective March 24, 2011, to work up to sixteen (16) hours per week, for up to sixteen (16) total weeks at the direction of Darren Doran; and

WHEREAS, James Apgar is to be compensated

at an hourly rate of \$11.50 for his services as animal control officer, in a total amount not to exceed \$2,944.00.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that James Apgar be and hereby is hired as an animal control officer, effective the March 24, 2011, to work up to sixteen (16) hours per week, for up to sixteen (16) total weeks at the direction of Darren Doran, and is to be compensated at a rate of \$11.50 per hour, in a total amount not to exceed \$2,944.00, and that the Mayor is hereby authorized to execute all documents necessary to effectuate such hiring.

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 1-01-26-765-010 and

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

- a. James Apgar
- b. Darren Doran, Borough Animal Control Officer
- c. Lori Russo, Borough Chief Financial Officer
- d. David A. Clark, Borough Attorney

RESOLUTION # 2011 - 98

RESOLUTION AUTHORIZING THE TAX COLLECTOR TO ADJUST TAXES FOR 2011 WIDOW VETERAN DEDUCTION FOR BLOCK 21 LOT 7.1 C1402

WHEREAS, the Borough Tax Collector has received an application for a Widow Veteran Deduction for the property listed below:

Block 21 Lot C1402
Dorothy Kerod
1402 Stoneridge Circle
Helmetta, NJ 08828

WHEREAS, the Borough Tax Collector requests authorization from the Borough Council to issue such deductions.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Borough Tax Collector is hereby authorized to make a Widow Veterans deduction adjustment for the tax year 2011 to Dorothy Kerod in the amount of \$250.00.

RESOLUTION # 2011 - 99

RESOLUTION AWARDING A CONTRACT TO MIDATLANTIC PARK AND PLAYGROUND CONCEPTS FOR THE INSTALLATION OF PLAYGROUND EQUIPMENT AT RESIDENCE PARK

WHEREAS, the Community Development Block Grant ("CDBG") provides cities, counties and states with flexibility to address their unique affordable housing and neighborhood revitalization needs; and

WHEREAS, the Borough of Helmetta (the "Borough") has received a grant from the CDBG program to be used for revitalization efforts within the Borough; and

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the
Borough
has
determi
ned that
the best
use for
this
CDBG
grant
would
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benefit
of area
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("MidAt
lantic")

has
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d a
proposal

to install

a Jax
Web for

a total
price of

\$20,877

.00; and

WHEREAS, pursuant to N.J.S.A. 40A:11-12 a municipality may enter into a contract with the State of New Jersey without public advertisement for bids; and

WHEREAS, the Borough Council desires to enter into a State contract with MidAtlantic for the installation of playground equipment by MidAtlantic.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Helmetta that a contract for the installation of playground equipment at Residence Park is hereby awarded to MidAtlantic Park and Playground Concepts in the amount of \$20,877.00; and

BE IT FURTHER RESOLVED that the contract with MidAtlantic will be funded through grant money received by the CDBG program; and

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

- a. MidAtlantic Park and Playground Concepts
- b. David A. Clark, Borough Attorney

RESOLUTION # 2011 - 100

RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING PAYMENT # 6 TO DELL-TECH, INC. IN THE AMOUNT OF \$504,360.46

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. 5 dated April 10, 2011 to the Borough in the amount of \$504,360.46; 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 \$504,360.46,

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 \$504,360.46 pursuant to the Application and Certificate for 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.

RESOLUTION #2011 - 101

AUTHORIZATION TO PAY XTC FOR TELECOMMUNICATIONS REVIEW AND AUDIT

WHEREAS, on November 24, 2009, Resolution #2009-224 was adopted authorizing XTC Consulting to do a telecommunications billing review and audit; and

WHEREAS, the Borough Council desires to enter into a State contract with MidAtlantic for the installation of playground equipment by MidAtlantic.

review and

audit

has now

completed

resulting in the total annual savings of \$1,348.32;

NOW THEREFORE BE IT RESOLVED,

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

Chief Financial Officer,

is hereby authorized to pay the fee of \$1,006.55 to XTC Consulting for our telecommunications billing review

and audit.

RESOLUTION #2011 – 102

AUTHORIZATION TO PAY RAYMOND J. HAYDUCKA, HEARING OFFICER

WHEREAS, the Borough Council appointed Raymond Hayducka to the position of Hearing Officer for the hearing of Helmetta Borough vs. Richard Bruno at the rate of \$90.00 per hour for his services; and

WHEREAS, the hearing has been concluded;

NOW, THEREFORE BE IT RESOLVED, that Lori Russo, is hereby authorized to pay Raymond Hayducka, in the amount of \$3,375.00 for 37.5 hours of service (including travel)

RESOLUTION # 2011 - 103

RESOLUTION AUTHORIZING EXECUTION OF FIRE GRANT AGREEMENT

WHEREAS, the New Jersey Forest Fire Service will provide reimbursement up to \$5,000.00 spent by a qualifying organization on projects associated with National Fire Plan Programs goals ; and

WHEREAS, the Borough of Helmetta Fire Department is a qualifying organization that has expended money on projects associated with National Fire Plan program goals.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Helmetta that the appropriate Borough officials are hereby authorized to execute a New Jersey Forest Fire Service grant application pursuant to the National Fire Plan program.

RESOLUTION #2011- 104

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 \$68,562.50 for the Borough of Helmetta, Middlesex County, New Jersey.

	2011 TEMPORARY BUDGET	TEMP BUDGET AMENDMENT 4/18/11
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
Municipal Clerk O
Financial Adminis
Financial Adminis
Bank Charges
Audit Services
Revenue Adminis
Revenue Adminis
Tax Assessment /
Tax Assessment /
Elections
Legal Services an
Engineering Servi
Planning Board S
Planning Board O
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Condo Act-Trash
Condo Act-Street
Condo Act-Snow
Board of Health S
Kiddie Keep-Well
South County Day
Animal Control S&
Animal Control O
Recreation S&W
Recreation OE
Senior Citizen OE
Parks OE
Electricity
Street Lighting
Telephone
Natural Gas
Diesel Fuel
Gasoline

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	6,375.00
Worker's Compensation Insurance	3,543.75	19,087.50
Employee Group Insurance (Health)	25,750.00	10,000.00
Unemployment, Disability Insurance	525.00	
Animal Shelter Director S&W	0.00	
Animal Shelter Director OE	0.00	

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Capital Improvem
Subtotal-Capital
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Inside CAP Appropriations

Employee Group Insurance (Health) Exclusion	320,487.50	57,562.50
"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	

WATER UTILITY

Salaries and Wag
Other Expenses
Purchase of Wate
Insurance
Accumulated Sick
Capital Improvem
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SEWER UTILITY

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Payment of Bond

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	5,000.00
GRAND TOTAL	656,430.31	68,562.50

RESOLUTION # 2011 – 105 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		\$ 1,609,999.22
Including the following non-budget items:		
School taxes	\$ 316,553.34	
Inter-bank transfer	1,078,007.62	
Grants	2,446.07	
	<u>\$ 1,397,007.03</u>	
WATER OPERATING FUND		271,376.03
Including the following non-budget items:		
Inter-bank transfer	231,087.97	
SEWER OPERATING FUND		166,214.84
Including the following non-budget items:		
Inter-bank transfer	147,952.66	
GENERAL CAPITAL FUND		313,831.57
Including the following non-budget items:		
Inter-bank transfer	152,711.34	
WATER CAPITAL FUND		85,973.92
Including the following non-budget items:		
Inter-bank transfer	85,973.92	
SEWER CAPITAL FUND		54,399.08
Including the following non-budget items:		
Inter-bank transfer	54,399.08	
DOG TRUST FUND		2,082.80
Including the following non-budget items:		
Inter-bank transfer	1,922.80	
TRUST FUND		209,294.13
Including the following non-budget items:		
Inter-bank transfer	207,146.43	
	<u>\$ 2,713,171.59</u>	

Pec
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000214

03/23/11
10:35:56

BOROUGH OF HELMETTA
Check Payment Batch Verification Listing

Page No: 1

03/23/11
10:35:56

Check No. Check Date
PO # Enc Date Item I

Batch Id: LAR Batch Type: C Batch Date: 03/23/11 Checking Account: CLEARING G/L Credit: Budget G/L Credit
Generate Direct Deposit: N

11-00243 03/23/11 2 3/

11-00243 03/23/11 3 3/

Check No. PO #	Check Date Enc Date	Vendor # Name Item Description	Payment Amt	Charge Account Description	Account Type	Status Seq
03/23/11 ACT01 ACTION DATA SVC, INC						
11-00242	03/23/11	1 INV 3176 - P/E 3/9/11	42.14	1-01-20-705-020	Budget	Aprv 1
				FINANCE OE		
11-00242	03/23/11	2 INV 3176 - P/E 3/9/11	14.04	1-05-55-500-020	Budget	Aprv 2
				WATER OPERATING OE		
11-00242	03/23/11	3 INV 3176 - P/E 3/9/11	14.04	1-07-55-500-020	Budget	Aprv 3
				SEWER OPERATING OE		
			70.22			
03/23/11 AFL01 AFLAC						
11-00250	03/23/11	1 INV 507145 - 3/11	274.44	1-01-23-733-020	Budget	Aprv 4
				HEALTH INSURANCE EMPLOYEE		
			274.44			
03/23/11 EAS01 EAST BRUNSWICK WATER UTILITY						
11-00244	03/23/11	1 FEBRUARY WATER PURCHASED	10,219.36	1-05-55-505-020	Budget	Aprv 5
				PURCHASE OF WATER		
			10,219.36			
03/23/11 JCP01 JCP&L						
11-00246	03/23/11	1 3/14/11 INVOICE	114.70	1-05-55-500-020	Budget	Aprv 6
				WATER OPERATING OE		
			114.70			
03/23/11 MID03 MIDDLESEX MUNICIPAL J.I.F.						
11-00241	03/23/11	1 ASSESSMENT DUE 1/15/11	3,829.90	1-05-55-500-030	Budget	Aprv 7
				WATER OPERATING INSURANCE		
11-00241	03/23/11	2 ASSESSMENT DUE 1/15/11	3,829.90	1-07-55-500-030	Budget	Aprv 8
				SEWER OPERATING INSURANCE		
11-00241	03/23/11	3 ASSESSMENT DUE 1/15/11	4,974.60	1-01-23-730-020	Budget	Aprv 9
				LIABILITY INSURANCE		
11-00241	03/23/11	4 ASSESSMENT DUE 1/15/11	6,515.10	1-01-23-732-020	Budget	Aprv 10
				WORKER'S COMP INSURANCE		
			19,149.50			
03/23/11 TRE02 TREASURER-ST OF NJ /DEP						
11-00245	03/23/11	1 2011 ENVIRONMENTAL REGULATION	1,050.00	1-05-55-500-020	Budget	Aprv 11
				WATER OPERATING OE		
			1,050.00			
03/23/11 VER02 VERIZON WIRELESS						
11-00243	03/23/11	1 3/12/11 INVOICE	53.64	1-01-25-745-020	Budget	Aprv 12
				POLICE DEPARTMENT OE		

Checks:

There are NO errors or w

000215

03/23/11
10:35:56

BOROUGH OF HELMETTA
Check Payment Batch Verification Listing

Page No: 3

03/24/11
10:39:37

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND	1-01	11,944.68	0.00
WATER OPERATING FUND	1-05	15,228.00	0.00
SEWER OPERATING FUND	1-07	3,843.94	0.00
Total of All Funds:		31,016.62	0.00

G/L Posting Summary

Account	Description	Debits	Credits
1-01-101-01-000-000	Cash Wachovia 2000013301749	0.00	11,944.68
1-01-201-20-000-000	Current Appropriations	11,944.68	0.00
	Totals for Fund 1-01 :	11,944.68	11,944.68
1-05-101-01-000-000	Cash Wachovia 2000013301765	0.00	15,228.00
1-05-201-55-000-000	Current Appropriations	15,228.00	0.00
	Totals for Fund 1-05 :	15,228.00	15,228.00
1-07-101-01-000-000	Cash Wachovia 2000013301781	0.00	3,843.94
1-07-201-55-000-000	Current Year Appropriations	3,843.94	0.00
	Totals for Fund 1-07 :	3,843.94	3,843.94
	Grand Total:	31,016.62	31,016.62

Batch Id: LAR Batch
Generate Direct Deposit:

Check No. Check Date Ve
PO # Enc Date Item De

03/24/11 DE
10-00834 11/22/10 6 PAY

03/24/11 LO
11-00257 03/24/11 1 4/1

03/24/11 VE
11-00259 03/24/11 1 12/

11-00259 03/24/11 2 12/

11-00259 03/24/11 3 12/

11-00259 03/24/11 4 1/1

11-00259 03/24/11 5 1/1

11-00259 03/24/11 6 1/1

11-00259 03/24/11 7 1/1

11-00259 03/24/11 8 1/1

11-00259 03/24/11 9 1/1

Checks:

There are NO errors or wa

000216

03/24/11
10:39:37

BOROUGH OF HELMETTA
Check Payment Batch Verification Listing

Page No: 2

03/31/11
12:10:03

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND	0-01	222.86	0.00
CURRENT FUND	1-01	155.93	0.00
GENERAL CAPITAL FUND	C-04	158,720.23	0.00
Total of All Funds:		159,099.02	0.00

Batch Id: LAR Bat
Generate Direct Deposit

Check No. Check Date
PO # Enc Date Item

03/31/11
11-00265 03/30/11 1 3

G/L Posting Summary

Account	Description	Debits	Credits
1-01-101-01-000-000	Cash Wachovia 2000013301749	0.00	378.79
1-01-201-20-000-000	Current Appropriations	155.93	0.00
1-01-203-20-000-000	Appropriation Reserves	222.86	0.00
Totals for Fund 1-01 :		378.79	378.79
1-04-100-01-000-000	Cash Wachovia 2000013301804	0.00	158,720.23
1-04-216-55-950-901	Imp. Authorized - Unfunded	158,720.23	0.00
Totals for Fund 1-04 :		158,720.23	158,720.23
Grand Total:		159,099.02	159,099.02

03/31/11
11-00268 03/30/11 1 3

03/31/11
11-00270 03/30/11 1 R

03/31/11
11-00263 03/30/11 1 M

11-00263 03/30/11 2 M

03/31/11
11-00269 03/30/11 1 3,

03/31/11
11-00264 03/30/11 1 3,

Checks:

There are NO errors or

000217

03/31/11
12:10:03

BOROUGH OF HELMETTA
Check Payment Batch Verification Listing

Page No: 2

04/06/11
08:21:44

Fund Description	Fund	Budget Total	Revenue Total
CURRENT FUND	1-01	2,502.55	0.00
WATER OPERATING FUND	1-05	161.21	0.00
Year Total:		2,663.76	0.00
GENERAL TRUST FUND	T-13	8.00	0.00
Total of All Funds:		2,671.76	0.00

G/L Posting Summary

Account	Description	Debits	Credits
1-01-101-01-000-000	Cash Wachovia 2000013301749	0.00	2,502.55
1-01-201-20-000-000	Current Appropriations	2,502.55	0.00
	Totals for Fund 1-01 :	2,502.55	2,502.55
1-05-101-01-000-000	Cash Wachovia 2000013301765	0.00	161.21
1-05-201-55-000-000	Current Appropriations	161.21	0.00
	Totals for Fund 1-05 :	161.21	161.21
1-13-101-01-000-001	Cash 2000013301817 Gen. Trust	0.00	8.00
1-13-272-55-000-007	RESERVE FOR RECREATION TRUST	8.00	0.00
	Totals for Fund 1-13 :	8.00	8.00
	Grand Total:	2,671.76	2,671.76

Batch Id: LAR Bat
Generate Direct Deposit

Check No. Check Date
PO # Enc Date Item

04/06/11
11-00279 04/06/11 1 T

04/06/11
11-00282 04/06/11 1 T

04/06/11
11-00283 04/06/11 1 T

04/06/11
11-00285 04/06/11 1 T

04/06/11
11-00280 04/06/11 1 T

04/06/11
11-00281 04/06/11 1 T

04/06/11
11-00284 04/06/11 1 T

04/06/11
11-00286 04/06/11 1 T

000218

04/06/11
08:21:44

BOROUGH OF HELMETTA
Check Payment Batch Verification Listing

Page No: 2

04/06/11
08:21:44

Check No.	Check Date	Vendor # Name		Payment Amt	Charge Account Description	Account Type	Status Seq
PO #	Enc Date	Item Description					
		Count	Line Items	Amount			
	Checks:	8	8	1,932,192.22			

There are NO errors or warnings in this listing.

Fund Description

CURRENT FUND

WATER OPERATING FUND

SEWER OPERATING FUND

GENERAL CAPITAL FUND

WATER CAPITAL FUND

SEWER CAPITAL FUND

ANIMAL TRUST FUND

GENERAL TRUST FUND

Tota

Account

1-01-101-01-000-000
1-01-165-05-000-001

1-04-100-01-000-000
1-04-160-05-000-003

1-05-101-01-000-000
1-05-260-05-000-006

1-06-101-01-000-000
1-06-160-05-000-007

1-07-101-01-000-000
1-07-260-05-000-006

000213

MEETING OF MAYOR AND COUNCIL
WEDNESDAY -MAY 25, 2011

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

In the absence of Mayor Martin, Council President Sewell Peckham called the meeting to order at 7:09 p.m. 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
PEREZ
SMITH - arrived 8:35 p.m.

* PUBLIC HEARING ON BUDGET

The meeting was opened to the Public for a hearing on the budget. There being no one who wanted to speak on the budget, the hearing was closed. The budget will be voted on at a later date.

* PUBLIC PORTION

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

*CONSENT AGENDA – RESOLUTION # 133

Report of Utility Revenue Collector

Minutes of May 16

RESOLUTIONS:

129 – Bingo License

~~130 – Salary of Employees of Police Department and Court – resolution pulled~~

131 – A resolution authorizing the execution of an agreement between the Borough of Helmetta and Michael Azzarello

132 – Payment of Bills

135 – A resolution authorizing change order in the amount of \$16,790.75 to Dell Tech, Inc.

136 – Resolution authorizing the Tax Collector to refund tax overpayment for 2nd Quarter 2011 taxes for Block 21 Lot 7.1 C1412

137 - Appointment of Special Police Officers

MOTION – Clmn. Asciolla SECOND - Clmn. Janeczek

ROLL CALL: 5 - 0

* 130 Salary of Employees of Police Department and Court

MOTION - Clmn. Asciolla SECOND - Clmn. Perez

ROLL CALL: 5 - 0

* 2011 – 138 RESOLUTION ON BUDGET AMENDMENT

(Clmn. Perez was concerned about a few typos being made.)

MOTION – Clmn. Perez SECOND – Clmn. Asciolla

ROLL CALL: 5 - 0

*REPORT OF MAYOR, BOROUGH ATTORNEY, BOROUGH ENGINEER, PUBLIC WORKS,
PUBLIC SAFETY DIRECTOR, COMMITTEES

Borough Attorney David Clark gave an update on Kaplan. We have a 45 day stay and we received a draft from Kaplan and we will review it. Police Director Andy Ely stated that all the police cars are now operational. When you get a new police car you can not add any new wiring as it nulls the warranty. John Shaw has been approved by the training commission. Phil Esposito graduated last week and will be joining us. George Kosanovich will also be joining the Department. We are allowed to have six.

Clmn. Peckham stated that a TCO was given to the animal shelter and he asked for everyone to go to the animal shelter and to prepare a punch list of work that needed to be done. It was decided that everyone would meet at 8:30 on Saturday.

* CORRESPONDENCE

- letter from Mr. & Mrs. Barnacz – request to place new fence in their yard which will go over a Borough easement. Discussion ensued on this.

* RESOLUTION 2011 – 139 Resolution authorizing Stephen and Andrea Barnacz to construct a fence across a Borough easement.

MOTION – Clmn. Peckham SECOND – Clmn. Asciolla

ROLL CALL: 5 – 0

- letter from Gil Shladovsky – he is unhappy with the annual \$100.00 landlord registration fee.
- letter from Susan Bishop-Messler – she is requesting that the Borough place a handrail on the steps that were constructed in front of her house when the road was redone. It was the consensus that the Borough Engineer send her a letter.

* SECOND 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.

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

MOTION – Clmn. Asciolla SECOND – Clmn. Perez

ROLL CALL: 5 – 0

MEETING OF MAYOR AND COUNCIL

WEDNESDAY –MAY 25, 2011

PAGE 3

* FIRST READING OF ORDINANCE

Ordinance #2011 – 10

An Ordinance amending Chapter 55 (Vehicles and Traffic) of the Code of the Borough of Helmetta to apply Title 39 Motor Vehicle Enforcement to the private roads of Regency Walk and to adjust the penalty provisions applicable to Heather Glen.

It was the consensus to table this ordinance to cover Lake View Drive in this ordinance.

Ordinance #2011 – 11

An Ordinance to amend a section of the Code of the Police Department.

All agreed not to read this by title only until the Ordinance is completed and distributed.

*RESOLUTION # 2011 – 140 Authorization for Mayor and Municipal Clerk to sign agreement with the Borough of Jamesburg for animal control

MOTION - Cln. Asciolla SECOND – Cln. Perez

ROLL CALL: 5 – 0

RESOLUTION # 2011 – 141 CLOSED SESSION – Personnel

MOTION – Cln. Karczewski SECOND – Cln. Janeczek

ROLL CALL: 5 – 0

After a very lengthy discussion regarding the Police Department in Closed Session, the meeting was opened to the Public.

(Cln. Smith arrived.)

* RESOLUTION – 2011 – 134

A Resolution of the Borough of Helmetta authorizing promotion of Chad Lockman as a Sergeant with the Borough of Helmetta Police Department

MOTION – Cln. Smith SECOND – Cln. Asciolla

ROLL CALL: 6 - 0

There being no further business, the meeting was adjourned at 10:10 p.m.

Sandra Bohinski, RMC

Municipal Clerk

000222

*CONSENT AGENDA – RESOLUTION # 133

Report of Utility Revenue Collector

Minutes of May 16

RESOLUTIONS:

129 – Bingo License

130 – Salary of Employees of Police Department and Court

131 - A resolution authorizing the execution of an agreement between the Borough of Helmetta and Michael Azzarello

132 – Payment of Bills

135 – A resolution authorizing change order in the amount of \$16,790.75 to Dell Tech, Inc.

136 – Resolution authorizing the Tax Collector to refund tax overpayment for 2nd Quarter 2011 taxes for Block 21 Lot 7.1 C1412

137 -Appointment of Special Police Officers

Water/Sewer Receipts Report

April 2011

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2007 Principal	\$ -	\$ -	\$ -
2008 Principal	-	-	-
2009 Principal			
2010 Principal	1,232.76	1,029.82	2,262.58
2011 Principal	<u>30,952.14</u>	<u>40,896.44</u>	<u>71,848.58</u>
Subtotal	32,184.90	41,926.26	74,111.16
Interest	<u>108.78</u>	<u>100.78</u>	<u>209.56</u>
Subtotal	32,293.68	42,027.04	74,320.72
Final Water Reads	20.00	-	20.00
Returned Checks	-	-	-
Payment Reversal	-	-	-
NSF Bank Fees	25.00	-	25.00
Duplicate Bill Fee - W&S	-		
Connection Fee	-	-	-
New Water Meter Fee	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>-</u>	<u>-</u>	<u>-</u>
Total Deposits	<u>\$32,338.68</u>	<u>\$ 42,027.04</u>	<u>\$ 74,365.72</u>

Carol Feig
Utility Revenue Collector

000223

RESOLUTION #2011 – 129

BINGO LICENSE

WHEREAS, the Helmetta Fire Department, 62 Main Street, Helmetta, NJ has applied to the Mayor and Council of the Borough of Helmetta for a Bingo License under ID # 205 – 09 - 29109 on the premises known as the Holy Trinity Parish Center, and;

WHEREAS, they have completed their application and included the proper fees o to the State of New Jersey and to the Borough of Helmetta;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex that said approval of Bingo License 11 - 01 is hereby granted for Bingos to be held by the Helmetta Fire Department.

RESOLUTION # 2011 – 130

Salary of Employees of Police Department and Court

BE IT RESOLVED, that the hourly rates for the following employees be as follows:

John Shaw	Special Police Officer	\$13.39 per hour
Susan Slavicek	Court Administrator	\$20.00 per hour
Christine Hughes	Court Staff	\$20.00 per hour

RESOLUTION 2011 - 131

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT BETWEEN THE BOROUGH OF HELMETTA AND MICHAEL AZZARELLO

WHEREAS, Michael Azzarello ("Azzarello") was employed with the Borough as a special police officer with the Borough of Helmetta Police Department; and

WHEREAS, Azzarello and the Borough desire to resolve all outstanding issues with respect to his employment with the Borough.

NOW THEREFORE, BE IT RESOLVED, the Borough hereby authorizes the Mayor to execute the attached Agreement and Release with respect to the employment relationship between the Borough and Azzarello.

RESOLUTION #2011 – 132
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 \$ 411,546.68

Including the following non-budget items:

School taxes

\$ 316,553.35

\$ 316,553.35

WATER OPERATING FUND 41,869.80

SEWER OPERATING FUND 2,626.21

GENERAL CAPITAL FUND 401,143.12

DOG TRUST FUND 696.67

TRUST FUND 1,331.18

BUILDERS' ESCROW 3,987.12

Including the following non-budget items:

Inter-bank transfer

3,987.12

\$ 863,200.78

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

Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing Resolution was duly adopted by the Governing Body at their regular meeting on May 25, 2011.

Sandra Bohinski, Municipal Clerk

000225

RESOLUTION 2011 - 134

**A RESOLUTION OF THE BOROUGH OF HELMETTA
AUTHORIZING PROMOTION OF CHAD LOCKMAN AS A
SERGEANT WITH THE BOROUGH OF HELMETTA POLICE
DEPARTMENT.**

WHEREAS, the Police Director has determined the need for an additional Sergeant within the Borough Police Department in order to help run the department in a more efficient and orderly manner; and

WHEREAS, Chad Lockman has been serving as a full-time police officer with the Borough of Helmetta Police Department; and

WHEREAS, the need for supervision of the Borough's officers and increasing oversight of the new Animal Shelter, Special Police Officer training, and the ever increasing need for additional leadership will be afforded through the promotion of Chad Lockman to Sergeant.

WHEREAS, the Police Director of the Borough of Helmetta Police Department has provided a recommendation that Chad Lockman be promoted to the position of Sergeant with the Helmetta Police Department.

NOW THEREFORE, BE IT RESOLVED, that Patrol Officer Chad Lockman is hereby promoted to the position of Sergeant with the Borough of Helmetta Police Department effective June 2, 2011. Moreover, as set forth in the Borough Code, Chad Lockman shall serve the probationary period for this promotion.

RESOLUTION # 2011 – 135

RESOLUTION AUTHORIZING CHANGE ORDER IN THE AMOUNT OF

\$16,790.75 TO DELL TECH, INC.

WHEREAS, the Borough Council awarded a contract to Dell Tech, for the redevelopment of an animal shelter; and

WHEREAS, a change order in the amount of \$16,790.75 was prepared and approved by Michael Testa;

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Helmetta that it hereby authorizes this Change Order; and

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to pay Dell Tech, Inc. the amount of \$16,790.75.

RESOLUTION #2011 - 136

**RESOLUTION AUTHORIZING THE TAX COLLECTOR
TO REFUND TAX OVERPAYMENT FOR QUARTER
2009 TAXES FOR BLOCK 21 LOT 7.1 C1412**

WHEREAS, the Borough Tax Collector has received tax overpayments for the taxes due for the fourth quarter of 2008 on property listed below:

Block 21 Lot 7.1 C1810
Paolo, William
1810 Tanglewood Ct
Helmetta, NJ 08828
2011 2nd - \$500.00

WHEREAS, the Borough Tax Collector requests authorization from the Borough Council to refund the Overpayment to the owners of this Property.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Borough Tax Collector is hereby authorized to refund the Overpayments to the Property's owner; and

BE IT FURTHER RESOLVED that the Borough's Chief Financial Officer is directed to issue a refund check for the overpayment to William Paolo, 1810 Tanglewood Court, Helmetta, NJ 08828 in the amount of \$500.00.

RESOLUTION # 2011- 137

APPOINTMENT OF SPECIAL POLICE OFFICERS

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

GEORGE KOSANOVICH

PHILIP ESPOSITO

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

000227

RESOLUTION #2011 – 138

Resolution 2011-_____

May 25, 2011

BOROUGH OF HELMETTA
AMENDMENT TO 2011 MUNICIPAL BUDGET

WHEREAS, the Local Municipal Budget for the year 2011 was introduced on the 23rd day of March, 2011; and

WHEREAS, the public hearing on said Budget has been held as advertised; and

WHEREAS, the Mayor and Council is desirous to amend said budget; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, that the following amendments to the approved budget for 2011 be made:

RECORDED VOTE:

AYES

NAYS

ABSTAIN

ABSENT

Diella
Zek
Irczewski
Ackham
Rez
Nith

CURRENT FUND

From

To

GENERAL REVENUES

Miscellaneous Revenues:

Section D: Special Items of General Revenue Anticipated With Prior Written Consent of the Director of Local Government Services - Interlocal Municipal Service Agreements Offset With Appropriations:

Borough of Jamesburg - Animal Control	\$	0.00	\$	3,750.
Borough of Sayreville - Animal Shelter	\$	0.00	\$	20,000.
Borough of Plainsboro - Animal Shelter	\$	0.00	\$	2,000.
Borough of Spotswood - Animal Shelter	\$	0.00	\$	3,500.
Borough of Manalapan - Animal Shelter	\$	0.00	\$	10,000.
Borough of Jamesburg - Animal Shelter	\$	0.00	\$	2,000.
Borough of South River - Animal Shelter	\$	0.00	\$	15,000.

Total Section D: Interlocal Municipal Service Agreements Offset With Appropriations

\$ 53,305.00 \$ 109,555.

000228

Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:

Clean Communities Program	\$ 0.00	\$ 4,000.
Alcohol Education and Rehabilitation Fund - Reserved	\$ 0.00	\$ 269.

Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	\$ 5,475.24	\$ 9,744.
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Summary of Revenues:

Miscellaneous Revenues:

Total Section D: Interlocal Municipal Service Agreements Offset With Appropriations	\$ 53,305.00	\$ 109,555.
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Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	\$ 5,475.24	\$ 9,744.
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Total Miscellaneous Revenues	\$ 502,795.93	\$ 563,315.
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Subtotal General Revenues (Items 1, 2, 3 and 4)	\$ 838,795.93	\$ 899,315.
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Total General Revenues	\$ 1,997,619.24	\$ 2,058,138.
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General Appropriations:

(A) Operations - Within "CAPS":

LAND USE ADMINISTRATION:

Municipal Land Use Law (NJSA 44D-1):

Planning Board:

Other Expenses - Legal	\$ 8,800.00	\$ 6,500.
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PUBLIC SAFETY FUNCTIONS:

Police:

Salaries and Wages	\$ 400,000.00	\$ 395,000.
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INSURANCE:

Liability Insurance	\$ 36,750.00	\$ 24,750.
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Worker's Compensation	\$ 14,175.00	\$ 26,175.
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Employee Group Insurance (Health)	\$ 117,808.00	\$ 124,208.
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PUBLIC WORKS FUNCTIONS:

Public Buildings and Grounds:

Other Expenses	\$ 16,000.00	\$ 16,900.
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Total Operations {Item 8(A)} within "CAPS"	\$ 1,304,873.00	\$ 1,304,873.
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Total Operations Including Contingent - within "CAPS"	\$ 1,305,373.00	\$ 1,305,373.
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Detail:

Salaries and Wages	\$ 649,785.00	\$ 644,785.
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Other Expenses (Including Contingent)	\$ 655,588.00	\$ 660,588.
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(H-1)

Total General Appropriations for Municipal Purposes within "CAPS"	\$ 1,425,356.00	\$ 1,425,356.
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(A)

Operations - Excluded from "CAPS":

Other Operations - Excluded from "CAPS":

Interlocal Municipal Services Agreements:

Borough of Jamesburg - Animal Control	\$ 0.00	\$ 3,750.
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Interlocal Municipal Services Agreements - Animal Shelter

Salaries and Wages	\$ 0.00	\$ 30,000.
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Other Expenses	\$ 0.00	\$ 22,500.
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Total Interlocal Municipal Service Agreements	\$ 140,142.00	\$ 196,392.
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Public and Private Programs Offset by Revenues:

Clean Communities Program	\$ 0.00	\$ 4,000.
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Alcohol Education and Rehabilitation	\$ 0.00	\$ 269.
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	\$ 5,475.24	\$ 9,744.
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Total Operations - Excluded from "CAPS"	\$ 170,214.24	\$ 230,733.
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Detail:

Salaries and Wages	\$ 32,250.00	\$ 62,250.
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Other Expenses	\$ 137,964.24	\$ 168,483.
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(H-2)

Total General Appropriations for Municipal Purposes Excluded from "CAPS"	\$ 417,948.24	\$ 478,467.
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(O) Total General Appropriations - Excluded from "CAPS"	\$ 417,948.24	\$ 478,467.
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(L) Subtotal General Appropriations {Items (H-1) and (O)}	\$ 1,843,304.24	\$ 1,903,823.
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Total General Appropriations	\$ 1,997,619.24	\$ 2,058,138.
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Summary of Appropriations:

(A) Operations - Excluded from "CAPS":

Interlocal Municipal Services Agreements	\$ 140,142.00	\$ 196,392.
--	---------------	-------------

Public and Private Programs Offset by Revenues	\$ 5,475.24	\$ 9,744.
--	-------------	-----------

Total Operations - Excluded from "CAPS"	\$ 170,214.24	\$ 230,733.
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Total General Appropriations	\$ 1,997,619.24	\$ 2,058,138.
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BE IT FURTHER RESOLVED that this budget amendment be published in the Home News & Tribune in the issue of June 2011 and that a public hearing on this amendment will be held at the Municipal Building, 60 Main Street, Borough of Mettetta, Middlesex County, New Jersey on June 13, 2011 at 7:00 P.M. at which time and place objections may be presented by taxpayers or other interested persons.

000230

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith in the office of the Director of Local Government Services for his certification of the 2011 Local Municipal Budget, so amended.

IS HEREBY CERTIFIED that this is a true copy of a resolution amending the Budget, introduced by the Government on the 25th day of May, 2011.

DATED: May 25, 2011

TEST:

Indra Bohinski, Borough Clerk
Borough of Helmetta

RESOLUTION # 2011 - 139

**RESOLUTION AUTHORIZING STEPHEN AND
ANDREA BARNACZ TO CONSTRUCT A FENCE
ACROSS A BOROUGH EASEMENT**

WHEREAS, the Borough of Helmetta (the "Borough") possesses certain utility and drainage easements for pipes which run underground certain property in the Borough, including 30 Baker Drive, commonly known as Block 21, Lot 20; and

WHEREAS, Stephen and Andrea Barnacz (the "Owners") are the current property owners of Block 21, Lot 20 in the Borough; and

WHEREAS, on May 3, 2011, the Owners wrote to the Borough requesting authorization to remove their current fence and replace it with a new fence which would encroach upon the Borough's easement; and

WHEREAS, the Borough is willing to allow the Owners to construct a fence which encroaches upon the Borough's easement, subject to the Owners entering into a contract with the Borough outlining the terms and conditions of such authorization (the "Agreement"); and

WHEREAS, the Owners shall be responsible for maintenance and control of the fence, including all liability for damages to the Borough's property as a result of construction; and

WHEREAS, upon notice by the Borough, the Owners shall remove the fence to allow the Borough access to its easement, except in the case of an emergency the Borough may remove the fence itself; and

WHEREAS, the Borough Council desires to allow the Owners to construct a fence across the Borough's easement, subject to the Owners entering into the Agreement with the Borough.

NOW THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Helmetta that Stephen and Andrea Barnacz are hereby permitted to construct a fence across a Borough easement which is located on a section of the Barnacz's property located at Block 21, Lot 20 in the Borough, subject to Stephen and Andrea Barnacz entering into an agreement with the Borough, in a form acceptable to the Borough Attorney, outlining the terms and conditions of such authorization.

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

- a. Stephen and Andrea Barnacz
- b. David A. Clark, Borough Attorney

RESOLUTION

2011 – 140

**AUTHORIZATION TO SIGN AGREEMENT WITH THE BOROUGH OF
JAMESBURG FOR ANIMAL CONTROL SERVICES**

BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Mayor and Municipal Clerk are hereby authorized to sign the interlocal agreement with the Borough of Jamesburg for animal control services.

RESOLUTION

2011 - 141

CLOSED SESSION

WHEREAS, Section 8 of Chapter 231, Public Law 1975 permits the exclusion of the General Public from a meeting of the Governing Body under certain circumstances; and

WHEREAS, the Mayor and Borough Council of the Borough of Helmetta are of the opinion that such circumstances presently exist;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, that the public be excluded upon the hereinafter. Specified subject matters to be discussed are as follows:

BE IT FURTHER RESOLVED that such record of the above discussion will be made public when confidentiality is no longer required. This resolution shall become effective immediately upon its passage.

**AN ORDINANCE AMENDING CHAPTER 55 ("VEHICLES AND TRAFFIC") OF
THE CODE OF THE BOROUGH OF HELMETTA TO APPLY TITLE 39 MOTOR
VEHICLE ENFORCEMENT TO THE PRIVATE ROADS OF REGENCY WALK AND
TO UPDATE THE PENALTY PROVISIONS APPLICABLE TO HEATHER GLEN**

WHEREAS, N.J.S.A. 39:5A-1 allows an individual person or corporation to request that a municipality apply the State of New Jersey motor vehicle laws ("Title 39") to certain private roads and streets, so that the police can enforce the State traffic laws on such streets; and

WHEREAS, Title 39 is currently enforced on the private roads, driveways and parking areas of Heather Glen condominium complex in the Borough of Helmetta (the "Borough"); and

WHEREAS, Regency Walk, a townhouse community located in the Borough, filed a written request with the Borough Clerk that the provisions of Title 39 be made applicable to the private roads, driveways and parking areas of Regency Walk; and

WHEREAS, Chapter 55 of the Code of the Borough of Helmetta governs vehicles and traffic within the Borough; and

WHEREAS, the Borough desires to amend Chapter 55 of the Code in order to allow for Title 39 enforcement to the private roads, driveways and parking areas of Regency Walk; and

WHEREAS, the Borough also desires to amend Chapter 55 of the Code in order to update the penalty and violations which are applicable to Heather Glen; and

WHEREAS, the Borough Council has determined that such amendments to the Code are necessary and beneficial for the Borough and its citizens.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Helmetta, County of Middlesex, and State of New Jersey that Chapter 55 of the Code, entitled "Vehicles and Traffic" is hereby amended as follows (Additions are in bold type and underlined and deletions are struck-through)

1. ARTICLE XII B is amended as follows:

§ 55-27.9. Violations and penalties.

Unless another penalty is expressly provided by New Jersey statute, every person convicted of a violation of this Article or any supplement thereto shall be liable to a penalty of not more than ~~five hundred dollars (\$500.) or imprisonment for a term not exceeding fifteen (15) days, or both~~ **those prescribed by N.J.S.A. 40:49-5.**

2. ARTICLE XII C is added as follows:

ARTICLE XII C

Regency Walk Townhouse Community

§ 55-27.11. Applicability of statutory provisions.

**MEETING OF MAYOR AND COUNCIL
WEDNESDAY, JUNE 13, 2011
7:00 PM**

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

*** CALLING OF THE ROLL:** Peckham, Asciolla, Janeczek,
Karczewski, Perez, Smith

*** PUBLIC PORTION**

*** RESOLUTION # 2011 – 138 BUDGET AMENDMENT**

*** RESOLUTION # 2011 – 149 SELF EXAMINATION OF BUDGET RESOLUTION**

*** RESOLUTION # 2011 – 153 ADOPTION OF BUDGET**

***CONSENT AGENDA – RESOLUTION # 2011 -
RESOLUTIONS:**

~~142~~ – Special Emergency Resolution – NJS4A-53

143 – Establishing a new petty cash fund

144 – Change in custodian of petty cash fund

145 – Resolution authorizing payment to AIG Retirement of \$6,400 pursuant to
LOSAP for calendar year 2009

146 – A resolution requesting permission for the dedication by rider for animal shelter
Donations fund required by NJS 40A:5-29

147 – Amendment to resolution #11-82 Community Development Block Grant

148 – A resolution of the Borough of Helmetta appointing Richie Cielez as Assistant
Shelter Director

150 – Bills payable as per list

151 – Resolution for fair distribution of State Aid for Education

~~152~~ – Amendment to Agreement for Animal Impoundment Services

RESOLUTION – 2011 – 152 Resolution of the Borough of Helmetta authorizing
Payment # 8 to Dell Tech Inc., in the amount of \$93,064.36 *held*

*** MINUTES OF May 25, 2011 -** (Two changes – typo bottom first page name – Perez;
Page 3 – place (Clmn. Smith arrived) line before Resolution – 2011 – 134)

*** REPORTS OF MAYOR, COMMITTEES, BOROUGH ATTORNEY,
BOROUGH ENGINEER, PUBLIC WORKS, PUBLIC SAFETY**

*** READING OF ORDINANCE** (First Reading s of 12 & 13)
12 - An Ordinance amending and supplementing Chapter 15 (Salaries and
Compensations) of the Borough Code of the Borough of Helmetta

13 – An Ordinance of the Borough of Helmetta amending a fee schedule for the
Municipal Animal Shelter

*** NEW BUSINESS**

Certifying Officer Change
Police off duty – not being paid
Grand opening – June 25
Shelter Hiring
Representation at meeting in the County regarding homelessness
Police complaint
Park improvements
Planning Board representatives
Updating of website – court matter
County sustainable grant offset debt payment
County voucher for park improvements
Grant for municipal farming
Ordinance regarding Police Director
Kaplan Redevelopment

*** CLOSED SESSION (if needed)**

*** ADJOURNMENT**

**MEETING OF MAYOR AND COUNCIL
WEDNESDAY, JUNE 13, 2011
7:00 PM**

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

Mayor Nancy Martin called the meeting to order at 7:06 p.m. This meeting is called to order in accordance with the Open Public Meetings Law. Notice of the meeting stating the starting time, date and location were advertised in the Home News and posted on the bulletin board of the Municipal Building and will be incorporated in the minutes of this meeting. All in attendance Pledged Allegiance to the Flag.

*** CALLING OF THE ROLL:** Peckham
Asciolla
Janeczek
Karczewski
Perez - absent
Smith – arrived 7: 12 pm

*** PUBLIC PORTION** – There was no one from the Public who wished to speak.

*** RESOLUTION # 2011 – 138 BUDGET AMENDMENT**

The meeting was opened to the Public; there being no one from the Public who wished to be heard, the meeting was closed to the Public.

MOTION – Cmn Peckham SECOND – Cmn. Asciolla

ROLL CALL: 4 – 0

RESOLUTION #2011 – 138

011-_____

May 25, 2011

**BOROUGH OF HELMETTA
AMENDMENT TO 2011 MUNICIPAL BUDGET**

.S, the Local Municipal Budget for the year 2011 was introduced on the 23rd day of March, 2011; and

.S, the public hearing on said Budget has been held as advertised; and

.S, the Mayor and Council is desirous to amend said budget; and

HEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of that the following amendments to the approved budget for 2011 be made:

VOTE:

AYES

NAYS

ABSTAIN

ABSENT

000237

	<u>From</u>	<u>To</u>	<u>(A)</u>
<u>REVENUES</u>			
Miscellaneous Revenues:			
Section D: Special Items of General Revenue Anticipated With Prior Consent of the Director of Local Government Services - Interlocal Service Agreements Offset With Appropriations:			
Trough of Jamesburg - Animal Control	\$ 0.00	\$ 3,750.00	
Trough of Sayreville - Animal Shelter	\$ 0.00	\$ 20,000.00	
Trough of Plainsboro - Animal Shelter	\$ 0.00	\$ 2,000.00	
Trough of Spotswood - Animal Shelter	\$ 0.00	\$ 3,500.00	
Trough of Manalapan - Animal Shelter	\$ 0.00	\$ 10,000.00	
Trough of Jamesburg - Animal Shelter	\$ 0.00	\$ 2,000.00	
Trough of South River - Animal Shelter	\$ 0.00	\$ 15,000.00	
Total Section D: Interlocal Municipal Service Agreements Offset with Appropriations	\$ 53,305.00	\$ 109,555.00	
Section F: Special Items of General Revenue Anticipated with Prior Consent of Director of Local Government Services - Public and Private Revenues Offset with Appropriations:			
Urban Communities Program	\$ 0.00	\$ 4,000.00	
Alcohol Education and Rehabilitation Fund - Reserved	\$ 0.00	\$ 269.67	
Total Section F: Special Items of General Revenue Anticipated with Prior Written Consent of Director of Local Government Services - Public and Private Revenues	\$ 5,475.24	\$ 9,744.91	
Total Miscellaneous Revenues			
Total Miscellaneous Revenues	\$ 502,795.93	\$ 563,315.60	
Total General Revenues (Items 1, 2, 3 and 4)	\$ 838,795.93	\$ 899,315.60	
Total General Revenues	\$ 1,997,619.24	\$ 2,058,138.91	

Operations - Within "CAPS":		
LAND USE ADMINISTRATION:		
Municipal Land Use Law (NJSA 44D-1):		
Planning Board:		
Other Expenses - Legal	\$ 8,800.00	\$ 6,500.00
PUBLIC SAFETY FUNCTIONS:		
Police:		
Salaries and Wages	\$ 400,000.00	\$ 395,000.00
INSURANCE:		
Liability Insurance	\$ 36,750.00	\$ 24,750.00
Worker's Compensation	\$ 14,175.00	\$ 26,175.00
Employee Group Insurance (Health)	\$ 117,808.00	\$ 124,208.00
PUBLIC WORKS FUNCTIONS:		
Public Buildings and Grounds:		
Other Expenses	\$ 16,000.00	\$ 16,900.00
Total Operations {Item 8(A)} within "CAPS"	\$ 1,304,873.00	\$ 1,304,873.00
Total Operations Including Contingent - within "CAPS"	\$ 1,305,373.00	\$ 1,305,373.00
Detail:		
Salaries and Wages	\$ 649,785.00	\$ 644,785.00
Other Expenses (Including Contingent)	\$ 655,588.00	\$ 660,588.00
Total General Appropriations for Municipal Purposes within "CAPS"	\$ 1,425,356.00	\$ 1,425,356.00
Operations - Excluded from "CAPS":		
Other Operations - Excluded from "CAPS":		
Interlocal Municipal Services Agreements:		
Borough of Jamesburg - Animal Control	\$ 0.00	\$ 3,750.00
Interlocal Municipal Services Agreements - Animal Shelter		
Salaries and Wages	\$ 0.00	\$ 30,000.00
Other Expenses	\$ 0.00	\$ 22,500.00
Total Interlocal Municipal Service Agreements	\$ 140,142.00	\$ 196,392.00
Public and Private Programs Offset by Revenues:		
Clean Communities Program	\$ 0.00	\$ 4,000.00
Alcohol Education and Rehabilitation	\$ 0.00	\$ 269.67
	\$ 5,475.24	\$ 9,744.91
Total Operations - Excluded from "CAPS"	\$ 170,214.24	\$ 230,733.91
Detail:		
Salaries and Wages	\$ 32,250.00	\$ 62,250.00
Other Expenses	\$ 137,964.24	\$ 168,483.91

total General Appropriations for Municipal Purposes Excluded from "CAPS"	\$ 417,948.24	\$ 478,467.91
General Appropriations - Excluded from "CAPS"	\$ 417,948.24	\$ 478,467.91
total General Appropriations {Items (H-1) and (O)}	\$ 1,843,304.24	\$ 1,903,823.91
General Appropriations	\$ 1,997,619.24	\$ 2,058,138.91
Appropriations:		
Items - Excluded from "CAPS":		
Local Municipal Services Agreements	\$ 140,142.00	\$ 196,392.00
and Private Programs Offset by Revenues	\$ 5,475.24	\$ 9,744.91
Local Operations - Excluded from "CAPS"	\$ 170,214.24	\$ 230,733.91
General Appropriations	\$ 1,997,619.24	\$ 2,058,138.91

THE BOARD RESOLVED that this budget amendment be published in the Home News & Tribune in the issue of June 13, 2011 and that a public hearing on this amendment will be held at the Municipal Building, 60 Main Street, Mettlen, Middlesex County, New Jersey on June 13, 2011 at 7:00 P.M. at which time and place the same shall be presented by taxpayers or other interested persons.

THE BOARD RESOLVED that two certified copies of this resolution be filed forthwith in the office of the County Clerk for his certification of the 2011 Local Municipal Budget, so amended.

THE BOARD CERTIFIED that this is a true copy of a resolution amending the Budget, introduced by the Board on the 25th day of May, 2011.

Clmn. Smith arrived.

*** RESOLUTION # 2011 – 149 SELF EXAMINATION OF BUDGET RESOLUTION**

MOTION – Clmn. Peckham SECOND – Clmn. Asciolla

ROLL CALL: 5 – 0

SELF-EXAMINATION OF BUDGET RESOLUTION

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

200240

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Helmetta has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2011 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Helmetta that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.
 2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).
 3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
 4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
 5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
 6. That all other applicable statutory requirements have been fulfilled.
- BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

*** RESOLUTION # 2011 – 152 ADOPTION OF BUDGET**

MOTION – Clmn. Peckham SECOND – Clmn. Aciolla

ROLL CALL: 5 – 0

***CONSENT AGENDA – RESOLUTION # 2011 - 154**

RESOLUTIONS:

- ~~142 – Special Emergency Resolution – NJS4A-53 – pulled from agenda~~
- 143 – Establishing a new petty cash fund
- 144 – Change in custodian of petty cash fund
- 145 – Resolution authorizing payment to AIG Retirement of \$6,400 pursuant to LOSAP for calendar year 2009
- 146 – A resolution requesting permission for the dedication by rider for animal shelter Donations fund required by NJS 40A:5-29
- 147 – Amendment to resolution #11-82 Community Development Block Grant
- 148 – A resolution of the Borough of Helmetta appointing Richie Cielez as Assistant Shelter Director
- 150 – Bills payable as per list
- 151 – Resolution for fair distribution of State Aid for Education
- 153 – Amendment to Agreement for Animal Impoundment Services

MOTION – Clmn. Asciolla SECOND – Clmn. Peckham

ROLL CALL: 5 – 0

**RESOLUTION # 2011 – 142 - WITHDRAWN
SPECIAL EMERGENCY RESOLUTION - NJS 4A:4-53**

WHEREAS, it has been found necessary to make an Emergency Appropriation to meet certain extraordinary expenses incurred, or to be incurred, by Codification of Ordinances,

WHEREAS, NJS40A: 4-3 provides that it shall be lawful to make such appropriation, which appropriation and/or the "special emergency notes" issued to finance the same shall be provided for in succeeding annual budgets by the inclusion of an appropriation of at least one-fifth of the amount authorized pursuant to this act.

NOW, THEREFORE BE IT RESOLVED, (by not less than two-thirds of all governing body members affirmatively concurring) that in accordance with the provisions of NJS 40A:4-55:

1. An emergency appropriation is hereby made for Codification of Ordinances the total amount of \$ 26,000.00.
2. That the emergency appropriation shall be provided for in the budgets of the next succeeding years by the inclusion of not less than \$ 5,200.00 (must be at least one-fifth of the total amount).
3. That the statement required by the Local Finance Board has been filed with the Clerk and a copy will be transmitted the Director of the Division of Local Government Services
4. That two (2) certified copies of this resolution will be filed with the Director of the Division of Local Government Services; however, no approval is required from the Division.

**RESOLUTION # 2011 – 143
ESTABLISHING A NEW PETTY CASH FUND**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county of municipality by application and resolution; and,

WHEREAS, it is the desire of the Council of the Borough of Helmetta to establish such a fund for the Animal Shelter in the amount of \$175.00; and

WHEREAS, the custodian for this fund is, Michal Cielez who is bonded for the amount of \$90,000.00; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

000242

NOW, THEREFORE BE IT RESOLVED that the Council hereby authorizes such action and 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 - 144

CHANGE IN CUSTODIAN OF PETTY CASH

WHEREAS, Denise Biancamano was custodian of the Finance Petty Cash Fund; and
WHEREAS, in accordance with N.J.S.A. 40:5-21, the Council of the Borough of Helmetta is changing custodians to Lori Russo; and

WHEREAS, Lori Russo is bonded in the amount of \$90,000.00 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Helmetta, County of Middlesex hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

RESOLUTION #2011 - 145

**RESOLUTION AUTHORIZING PAYMENT TO AIG RETIREMENT OF
\$6,400 PURSUANT TO LOSAP FOR CALENDAR YEAR 2009**

WHEREAS, the Borough of Helmetta approved a Length of Service Awards Program (the "Program") for its volunteer firefighters beginning January 1, 2003; and

WHEREAS, the Program provides for a payment of \$400.00 into the LOSAP Retirement Plan for those firefighters that meet the qualifying requirements of the Program; and

WHEREAS, the Helmetta Fire Department has provided the Plan Administrator Lori A. Russo with evidence that the following fifteen (16) firefighters met the qualifying requirements of the Program for calendar year 2009: Christopher Acs, John Aitken, Vincent Amabile, Greg Bennett, Raphael Dolce, John Dunay, Rob Giglia, Kenneth Hobbs, Duane Hoven, Pradeep Mathew, Donald McPherson, Joseph Reid, William Reid, John Reith, Gary Ruskuski, and Ron Wilson; and

WHEREAS, the Borough has entered into an agreement with AIG Valic, now known as AIG Retirement, to provide financial support for the Program.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta that the Chief Financial Officer is hereby authorized to issue a check in the amount of Six Thousand Four Hundred Dollars (\$6,400) to AIG Retirement for the Borough's contribution to the Length of Service Awards Program for 2009.

RESOLUTION # #2011- 146

A RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION BY RIDER FOR ANIMAL SHELTER DONATIONS FUND REQUIRED BY NJS 40A:5-29

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance; and WHEREAS, NJS 40A:5-29 provides for receipt of donations for the animal shelter by the municipality to provide for the operating costs and/or capital costs as designated by the donor to administer this act; and, WHEREAS, N.J.S.A. 40A:4-39 provides the dedicated revenues anticipated from the Animal Shelter Donations Fund are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement:

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough Council of the Borough of Helmetta County Middlesex, New Jersey as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures of the Animal Shelter Donations Fund per NJS 40A:5-29.
2. The Clerk of the Borough of Helmetta, County of Middlesex is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

RESOLUTION # 2011 – 147

**AMENDMENT TO RESOLUTION # 11 – 82
COMMUNITY DEVELOPMENT BLOCK GRANT**

WHEREAS, a Public Hearing was held on February 23, 2011 to discuss Municipal Projects for the 2011 Community Development Block Grant; and

WHEREAS, a resolution was adopted that the Community Development Block Grant Money of \$27,900.00 be used for the restoration of Residence Park; and

MEETING OF MAYOR AND COUNCIL
JUNE 13, 2011
PAGE 5

WHEREAS, we have been advised that the amounts of money to be given to the Borough of Helmetta has been reduced by \$4,402.00;

NOW THEREFORE BE IT RESOLVED, that we hereby amend our original resolution to reflect the reduction in funding and that the Community Development Grant Money of \$23, 498 be used for the restoration of Residence Park.

RESOLUTION # 2011 - 148

**A RESOLUTION OF THE BOROUGH OF HELMETTA APPOINTING RICHIE CIELESZ
AS ASSISTANT SHELTER DIRECTOR**

WHEREAS, Michal Cielesz is currently the Shelter Director at the Helmetta Municipal Animal Shelter in the Borough of Helmetta (the "Borough"); and

000244

WHEREAS, the Borough Council wishes to appoint Richie Cielesz as Assistant Shelter Director, effective June 13, 2011, to work up to forty (40) hours per week; and

WHEREAS, Richie Cielesz is to be compensated at an hourly rate of \$18.00 for his services as Assistant Shelter Director.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that Richie Cielesz be and hereby is hired as Assistant Shelter Director for the Helmetta Municipal Animal Shelter effective June 13, 2011, to work up to forty (40) hours per week, and is to be compensated at a rate of \$18.00 per hour and that the Mayor is hereby authorized to execute all documents necessary to effectuate such hiring.

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

- a. Richie Cielesz
- b. Lori Russo, Borough Chief Financial Officer
- c. David A. Clark, Borough Attorney

**RESOLUTION # 2011 – 150
PAYMENT OF BILLS**

* **RESOLUTION – 2011 – 152** Resolution of the Borough of Helmetta authorizing Payment # 8 to Dell Tech Inc., in the amount of \$93,064.36
(This resolution is being held for the meeting for June 22 for further clarification.)

**RESOLUTION # 2011 – 152
AMENDMENT TO ANIMAL IMPOUNDMENT SERVICES**

BE IT RESOLVED, that page 2 under Regular Shelter Fee be amended to add:
Per kitten up to 8 weeks old \$20.00 per week

* **MINUTES OF May 25, 2011** - (Two changes – typo bottom first page name – Perez;
Page 3 – place (Clmn. Smith arrived) line before Resolution – 2011 – 134)
MOTION – Clmn. Asciolla SECOND – Clmn. Peckham
ROLL CALL: 5 – 0

**REPORTS OF MAYOR, COMMITTEES, BOROUGH ATTORNEY,
BOROUGH ENGINEER, PUBLIC WORKS, PUBLIC SAFETY**

Borough Engineer Terry Vogt said they are working on the design plans with the D.O.T. on John St. Discussion ensued. Mario has been contacted regarding the dying trees on Old Forge Road. Public Works Director Darren Doran stated that a donation of cages for the animal shelter was made by Ginny Werner. Joseph Reid passed his probationary period and his rate of pay will now be \$12.50 an hour. Marlboro will be entering into an agreement with us at their meeting on June 16. East Brunswick has us on their agenda for animal control services. An interest was expressed by Matawan and Milltown. Clmn. Smith asked about what East Brunswick will be doing with their animal control.

vehicle and he was told it would be going to one of their other departments. Darren is figuring a fair fee to charge Matawan. Discussion was held on additional help and volunteers for the shelter.

READING OF ORDINANCE (First Reading s of 12 & 13)

2 - An Ordinance amending and supplementing Chapter 15 (Salaries and Compensations) of the Borough Code of the Borough of Helmetta

MOTION – Clmn. Ascioia SECOND – Clmn. Smith

ROLL CALL: 5 - 0

ORDINANCE # 2011 - 12

AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 15 (SALARIES AND COMPENSATION) OF THE BOROUGH CODE OF THE BOROUGH OF HELMETTA

WHEREAS, N.J.S.A. 40A:9-10 requires that the salaries, wages or other compensation for municipal officers and employees be fixed by ordinance; and

WHEREAS, it is necessary to amend the existing salary ordinance of the Borough in order to reflect changes in salaries, wages or other compensation to certain municipal officers and employees.

NOW, THEREFORE, BE AND IT IS HEREBY ORDAINED by the Borough Council of the Borough of Helmetta that the salary and compensation ranges of the following officers and employees of the Borough of Helmetta shall be as set forth below:

TITLE OF OFFICER OR EMPLOYEE	ANNUAL SALARY RANGE
Animal Shelter Director	\$15.00 - \$30.00 an hour
Animal Shelter Assistant Director	\$10.00 - \$25.00 an hour
Animal Shelter Laborer	\$7.00 - \$15.00 an hour

Section 2. All salary provisions, salary-related items and other benefits of employment, as set forth in any employment agreement between the Borough and municipal officers or employees shall remain in full force and effect and shall not be modified by this Ordinance.

Section 3. If any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this Ordinance.

Section 4. All Ordinances or parts of Ordinances inconsistent herewith are repealed, but only to the extent of such inconsistency.

Section 5. This Ordinance shall take effect immediately upon its adoption and publication as required by law.

MOTION – Clmn. Ascioia SECOND – Clmn. Smith

ROLL CALL: 5 - 0

13 – An Ordinance of the Borough of Helmetta amending a fee schedule for the Municipal Animal Shelter

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Helmetta, County of Middlesex and State of New Jersey that the following fee schedule for the Helmetta Municipal Animal Shelter is hereby amended as follows:

render

its

\$50.00

BE IT FURTHER ORDAINED, that if any section, paragraph, subsection, clause or provision of this Ordinance shall be adjudged by the courts to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause or provisions so adjudicated, and the remainder of the Ordinance shall be deemed valid and effective; and

BE IT FURTHER ORDAINED, that any ordinances or parts thereof in conflict with the provisions of this Ordinance are repealed to the extent of such conflict; and

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BE IT FURTHER ORDAINED, that this Ordinance shall take effect upon passage and publication in accordance with applicable law.

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

A letter was read by Mayor Martin, received from Susan Bishop-Messler, regarding the handrail on her steps. She is stating that her insurance company has told her that will not insure her since the steps has no handrail. Since this was a Borough project (she feels that it is the responsibility of the Borough to replace it. The project was completed over five years ago. This will be reviewed to see who is responsible for the placement of the hand rail.
Mical Cielez was contacted for the name of the laborer for the Animal Shelter. Joan Fernandez will be hired.

RESOLUTION #2011 – 154A

BE IT RESOLVED, that Joan Fernandez, is hereby appointed as a Laborer at the Helmetta Regional Animal Shelter the rate of \$8.50 an hour not to exceed 20 hours per week contingent upon the review of the C.F.O.

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

*** NEW BUSINESS**

Grand opening – June 25 – Invitations will be sent.

Representation at meeting in the County regarding homelessness – Cmn. Peckham will attend this meeting.

*** CLOSED SESSION** – Resolution #
Personnel/Negotiations

AUTHORIZATION TO PURCHASE VAN

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

*** ADJOURNMENT**

There being no further business, the meeting was adjourned at 9:23 pm.

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