

MEETING OF MAYOR AND COUNCIL  
MINUTES -SEPTEMBER 18, 2019 7:00PM

\* MEETING CALLED TO ORDER- SALUTE TO THE FLAG - MOMENT OF SILENCE The meeting was called to order at 7:05 P.M. by Mayor Christ Slavicek. All present stood for the Salute to the Flag. The Mayor asked all to remain standing for a moment of silence for the men and women who are serving to protect our freedom.

\* CALLING OF THE ROLL

Mayor Slavicek  
Councilman Karczewski – absent  
Councilwoman Carolan - Genthe  
Councilman Duffy  
Councilman Dzingleski  
Councilman Perez  
Councilman Reid

\* OPEN PUBLIC MEETINGS ACT STATEMENT

Adequate notice of this meeting has been provided as is required under Chapter 231 Public Law 1975 specifying the time, date, location and to the extent known the agenda by posting a copy on the bulletin board in the Municipal Building outside of the meeting room and providing a copy to the Home News Tribune and Sentinel newspapers and by filing a copy in the office of the Municipal Clerk in accordance with the certification which will be entered in the minutes of this meeting.

\*PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Each individual will be given five minutes to speak as per the Rules to Govern adopted January 2, 2019. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill willed or with the intent to harass will be tolerated. If such behavior occurs, then that individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

There was no one from the Public who wished to speak

\* CONSENT AGENDA - RESOLUTON #2019 - 118

• Report of Municipal Clerk, Tax Collector  
# 2019- 116 Payment of bills  
117 Hiring of a broker salesperson  
MOTION – Councilman Perez SECOND – Councilman Reid  
ROLL CALL: 4-0

\* ACCEPTANCE OF MINUTES: August 21, 2019 – Minutes tabled

\* REPORTS of Mayor, Committees, Borough Attorney, Borough Administrator

Borough Administrator Matthew Crane said that our JIF contract is up for renewal and he is contacting other insurance funds.

Councilwoman Carolan-Genthe reported that on October 2 it will be National Walk to School Day, The PTA is having a membership drive. It's open to all. Back to school nights are being held. Appleby had an ice cream social and the JNHS served them. Schonely will be next week. The modifications on security are almost done. You should call the school first and when you go in you must show your drivers license. The school discipline report will include intimidating, bullying, and vaping. The upper grade students will read to the younger children.

The Mayor announced that Helmetta Day will be on the 21<sup>st</sup> and we will have fireworks at dusk.

There being no further business a MOTION was made by Councilman Duffy and SECONDED by Councilman Reid. To adjourn the meeting, All were in favor.

RESOLUTION  
#2019 - 116

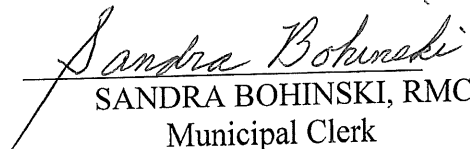
PAYMENT OF BILLS

BE IT RESOLVED, that all bills as shown on the bill list be paid.

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

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on September 18, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

RESOLUTION  
#2019 – 117

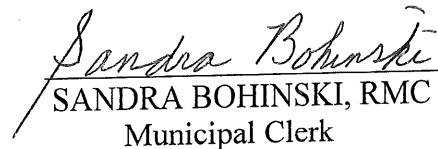
HIRING OF A BROKER SALESPERSON

BE IT RESOLVED, that Douglas R. Twyman of Colliers International is hereby authorized to serve as our Broker Salesperson in the sale of the Helmetta Animal Shelter/

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

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on September 18 , 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk



PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
19-01176	08/29/19	4IMPRO05	4IMPRINT									
			1 VALUE GROCERY TOTE BAGS	575.00	G-02-15-026-006	B	CLEAN COMMUNITIES 2017	R	08/29/19	09/17/19		
			2 SET-UP CHARGE	50.00	G-02-15-026-006	B	CLEAN COMMUNITIES 2017	R	08/29/19	09/17/19		
			3 FREIGHT	128.72	G-02-15-026-006	B	CLEAN COMMUNITIES 2017	R	08/29/19	09/17/19		
			4 COUPON	62.50	G-02-15-026-006	B	CLEAN COMMUNITIES 2017	R	08/29/19	09/17/19		
				691.22								
19-01180	09/03/19	MCU01	Middlesex Cty Utilities Auth									
			1 DUMPING CHARGES-AUGUST 2019	5,576.31	9-01-32-837-020	B	LANDFILL/DISPOSAL SOLID WASTE	R	09/03/19	09/13/19		
19-01181	09/03/19	AUTOZ005	AUTOZONE STORES LLC									
			1 SEAFOAM MOTOR TREATMENT	19.58	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/03/19	09/13/19		
19-01182	09/03/19	HOM02	HOME DEPOT									
			1 DEWALT POWER WASHER	629.00	9-01-28-796-020	B	PARKS OE	R	09/03/19	09/13/19		
			2 18 INCH SURFACE CLEANER	99.97	9-01-28-796-020	B	PARKS OE	R	09/03/19	09/13/19		
			3 PIVOT COUPLER	16.97	9-01-28-796-020	B	PARKS OE	R	09/03/19	09/13/19		
				745.94								
19-01183	09/03/19	AMERI005	AMERICAN STORM WATER INSTITUTE									
			1 QUALIFIED MS4 STORMWATER CLASS	600.00	9-01-26-765-020	B	STREETS & ROADS OE	R	09/03/19	09/13/19		
19-01187	09/04/19	MGL01	MGL PRINTING SOLUTIONS									
			1 TAX SALE NOTICES	179.00	9-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	09/04/19	09/13/19		
			2 CERTIFICATE OF SALE	51.00	9-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	09/04/19	09/13/19		
			3 FREIGHT	30.00	9-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	09/04/19	09/13/19		
				260.00								
19-01188	09/05/19	DJWME005	Wayne Handwerk Jr.									
			1 DJ HELMETTA DAY	300.00	9-01-28-795-020	B	RECREATION OE	R	09/05/19	09/13/19		
19-01189	09/05/19	MID17	MIDDLESEX COUNTY TREASURER									
			1 FUEL USAGE-JUNE	456.88	9-01-31-833-020	B	GASOLINE	R	09/05/19	09/13/19		
			2 FUEL USAGE-JULY	253.31	9-01-31-833-020	B	GASOLINE	R	09/05/19	09/13/19		
			3 FUEL USAGE-AUGUST	317.55	9-01-31-833-020	B	GASOLINE	R	09/05/19	09/13/19		
				1,027.74								
19-01190	09/05/19	CIR01	CIRCLE JANITORIAL SUPPLIES									
			1 55 GALLON BAGS	59.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/05/19	09/13/19		

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19-01190	09/05/19	CIR01	CIRCLE JANITORIAL SUPPLIES		Continued							
			2 PUMICE HAND SOAP (2PK)	79.50	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/05/19	09/13/19		
				138.50								
19-01192	09/05/19	TANZI01	DANIELLE TANZI									
			1 HP LASERJET INK	176.54	9-01-42-855-020	B	MUNICIPAL COURT OE	R	09/05/19	09/13/19		
19-01194	09/09/19	COMCA649	COMCAST									
			1 ACCT# 8499 05 248 0023649	79.10	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/09/19	09/13/19		
			2 ACCT# 8499 05 248 0023649	26.37	9-05-55-500-021	B	WATER OPERATING OE	R	09/09/19	09/13/19		
			3 ACCT# 8499 05 248 0023649	26.37	9-07-55-500-021	B	SEWER OPERATING OE	R	09/09/19	09/13/19		
				131.84								
19-01195	09/09/19	COMCA656	COMCAST									
			1 ACCT# 8499 05 248 0023656	100.01	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/09/19	09/13/19		
19-01196	09/09/19	AUTOZ005	AUTOZONE STORES LLC									
			1 9PC HEX ALLAN KEYS	19.99	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/09/19	09/13/19		
			2 10 INCH VICE GRIPS	14.99	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/09/19	09/13/19		
			3 ENGINE CLEANER	4.79	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/09/19	09/13/19		
			4 9 INCH NEEDLE NOSE VICE GRIPS	14.99	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/09/19	09/13/19		
				54.76								
19-01197	09/09/19	MUN08	MUNICIPAL CAPITAL FINANCE									
			1 SAVIN PYMT #50	338.54	9-01-31-832-020	B	COPYING	R	09/09/19	09/13/19		
19-01198	09/09/19	HOM02	HOME DEPOT									
			1 PUSHBROOM FOR SHOP	24.97	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/09/19	09/13/19		
19-01199	09/09/19	STA17	STAR2STAR COMMUNICATIONS									
			1 TELEPHONE- SEPTEMBER (FD)	241.42	9-01-31-827-020	B	TELEPHONE COSTS	R	09/09/19	09/13/19		
			2 TELEPHONE- SEPTEMBER (PD)	200.23	9-01-31-827-020	B	TELEPHONE COSTS	R	09/09/19	09/13/19		
			3 TELEPHONE- SEPTEMBER (MUN)	289.60	9-01-31-827-020	B	TELEPHONE COSTS	R	09/09/19	09/13/19		
				731.25								
19-01200	09/09/19	GRE	GREATAMERICA FINANCIAL SERVICE									
			1 STAR2STAR PHONE SYSTEM	437.21	9-01-31-827-020	B	TELEPHONE COSTS	R	09/09/19	09/13/19		



PO #	PO date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
19-01214	09/12/19	REG02	REGISTRARS ASSOC OF NJ	80.00	9-01-20-120-020	B	MUNICIPAL CLERK OE	R	09/12/19	09/13/19		
			1 FALL CONFERENCE-BOHINSKI									
19-01215	09/12/19	WBM01	W.B. MASON	63.98	9-01-31-834-020	B	OFFICE SUPPLIES	R	09/12/19	09/16/19		
			1 COPY PAPER									
			2 PAPER CLIPS	1.39	9-01-31-834-020	B	OFFICE SUPPLIES	R	09/12/19	09/16/19		
			3 CORRECTION FLUID	0.78	9-01-31-834-020	B	OFFICE SUPPLIES	R	09/12/19	09/16/19		
			4 POP UP NOTES	10.38	9-01-20-120-020	B	MUNICIPAL CLERK OE	R	09/12/19	09/16/19		
				76.53								
19-01216	09/12/19	REM01	REMINGTON & VERNICK ENGINEERS	800.00	T-14-57-000-022	B	ESCROW - 15 HIGH STREET LLC	R	09/12/19	09/13/19		
			1 INVOICE#1206P023-2									
19-01217	09/12/19	REM01	REMINGTON & VERNICK ENGINEERS	2,933.66	C-04-55-314-001	B	2018-03 ROAD IMPROVE HELMETTA BLVD	R	09/12/19	09/13/19		
			1 JOB#1206T078-12									
19-01218	09/12/19	CLE04	CLEARY GIACOBBE ALFIERI&JACOBS	75.00	9-01-20-712-020	B	LEGAL SERVICES OE	R	09/12/19	09/13/19		
			1 LEGAL SERVICES AUGUST 2019									
19-01219	09/13/19	READ	READY REFRESH BY NESTLE	4.97	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/13/19	09/13/19		
			1 RENT									
19-01220	09/16/19	CEN07	CENTRAL JERSEY SECURITY	96.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/16/19	09/16/19		
			1 QUARTERLY MAINTENANCE CHARGES									
			2 QUARTERLY MAINTENANCE CHARGES	156.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/16/19	09/16/19		
				252.00								
19-01222	09/16/19	MAX	MAXIMUM SECURITY SYSTEMS	112.50	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/16/19	09/16/19		
			1 COMMUNITY CENTER MONITORING									
19-01223	09/17/19	REM01	REMINGTON & VERNICK ENGINEERS	2,300.00	T-14-57-000-023	B	T-MOBILE HELMETTA WATER TANK	R	09/17/19	09/17/19		
			1 INVOICE #1206I001-1									
19-01224	09/18/19	JCP01	JCP&L	43.81	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		
			1 ACCT# 100 128 456 728									
			2 ACCT# 100 128 267 034	11.13	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		
			3 ACCT# 100 114 338 708	3.58	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		
			4 ACCT# 100 008 806 760	7.56	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		
			5 ACCT# 100 087 095 251	11.13	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		



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19-01224	09/18/19	JCP01	JCP&L		Continued							
6	ACCT# 100 054 008 006			39.26	9-01-31-825-020	B	ELECTRICITY	R	09/18/19	09/18/19		
				116.47								
19-01225	09/18/19	SLA10	CHRIS SLAVICEK	191.78	9-01-28-795-020	B	RECREATION OE	R	09/18/19	09/18/19		
1	HELMETTA DAY SUPPLIES											
Total Purchase Orders:				47	Total P.O. Line Items:	84	Total List Amount:	26,964.09	Total Void Amount:	0.00		

Totals by Year-Fund									
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total		
CURRENT FUND	8-01	2,091.52	0.00	2,091.52	0.00	0.00	2,091.52		
CURRENT FUND	9-01	17,688.20	0.00	17,688.20	0.00	0.00	17,688.20		
WATER OPERATING FUND	9-05	43.74	0.00	43.74	0.00	0.00	43.74		
SEWER OPERATING FUND	9-07	43.75	0.00	43.75	0.00	0.00	43.75		
	Year Total:	17,775.69	0.00	17,775.69	0.00	0.00	17,775.69		
GENERAL CAPITAL FUND	C-04	3,305.66	0.00	3,305.66	0.00	0.00	3,305.66		
GRANT FUND	G-02	691.22	0.00	691.22	0.00	0.00	691.22		
BUILDERS' ESCROW FUND	T-14	3,100.00	0.00	3,100.00	0.00	0.00	3,100.00		
	Total of All Funds:	26,964.09	0.00	26,964.09	0.00	0.00	26,964.09		