

MEETING OF MAYOR AND COUNCIL
AUGUST 19, 2020
7:00 PM

* MEETING CALLED TO ORDER – SALUTE TO THE FLAG - MOMENT OF SILENCE

* CALLING OF THE ROLL

Mayor Slavicek
Councilman Dzingleski
Councilwoman Carolan-Genthe
Councilman Duffy
Councilman Karczewski
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.

* CONSENT AGENDA - RESOLUTION #2020 - 116

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

Resolutions:

- 2020 – 109 Closeout and final payment authorization to S & G Paving for Helmetta Boulevard
110 Authorization for Remington & Vernick Engineers to design ADA Ramp
111 Reallocation of CDBG Funds
112 Overestimate of water bill
113 Authorization to sign Xtel Communications Updated Contract
114 Payment of bills

115 Resolution of the Borough of Helmetta authorizing the sale of surplus personal property no longer needed for public use on an online auction website

*ACCEPTANCE OF MINUTES – July 15, 2020

*REPORTS – Mayor, Committees. Attorney, Administrator

*CLOSED SESSION

* ADJOURNMENT

**Resolution
#2020 - 109
CLOSEOUT AND FINAL PAYMENT AUTHORIZATION
TO S & G PAVING FOR HELMETTA BOULEVARD**

WHEREAS, on March 20, 2019 a contract to S&G Paving Inc. was awarded in the amount of \$244,596.50 and,

WHEREAS, the final cost of the project being \$243,402.56 resulting in a reduction of \$1,193.94

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the final payment in the amount of \$38,996.67 is hereby authorized.

	<u>Motion</u>			<u>Recorded Vote</u>		
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Dzingleski						
Carolan-Genthe						
Duffy						
Karczewski						
Perez						
Reid						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the 19TH day of August 2020.

Sandra Bohinski, RMC
Municipal Clerk



**REMINGTON
& VERNICK
ENGINEERS**

**CAPITAL CONSTRUCTION PROJECT
ENGINEER'S CERTIFICATE**

Project: 2018 NJDOT Road Improvements - Helmetta Boulevard

Client: Borough of Helmetta

Contractor: S & G Paving, Inc.
224C Forsgate Drive
Jamesburg, NJ 08831
Ph: 732-521-1936

Our File: 1206-T-078
Certificate No. 2 (Final)
Page 1 of 2

Date: 6-19-20
For Work Completed
Through: 6-19-20

NO.	DESCRIPTION	AMOUNT	UNIT	UNIT PRICE	TOTAL	TOTAL COMPLETE	TOTAL PAYABLE	COMPLETE THIS PERIOD	PAYABLE THIS PERIOD
1	Soil Erosion & Sediment Control	1	LS	\$1.00	\$1.00	1	\$1.00	0	\$0.00
2	Traffic Cones	60	UN	\$1.00	\$60.00	60	\$60.00	0	\$0.00
3	Drums	40	UN	\$1.00	\$40.00	40	\$40.00	0	\$0.00
4	Construction Signs	2	UN	\$1.00	\$2.00	2	\$2.00	0	\$0.00
5	Traffic Director, Flagger	120	HR	\$1.00	\$120.00	120	\$120.00	0	\$0.00
6	Police Officers and Vehicles	0.550	Allowance	\$30,000.00	\$16,510.31	0.550	\$16,510.31	0.203	\$6,093.81
7	Asphalt Price Adjustment	0.120	Allowance	\$15,000.00	\$1,800.00	0.120	\$1,800.00	0	\$0.00
8	Fuel Price Adjustment	0.147	Allowance	\$7,500.00	\$1,100.00	0.147	\$1,100.00	0	\$0.00
9	Clearing Site	1	LS	\$7,500.00	\$7,500.00	1	\$7,500.00	0	\$0.00
10	HMA Milling, 4" Average Depth	3861	SY	\$3.50	\$13,513.50	3861	\$13,513.50	0	\$0.00
11	Hot Mix Asphalt, Surface Course, Mix 12.5M84, 4" Thick	697.43	TON	\$88.00	\$61,373.84	697.43	\$61,373.84	0	\$0.00
12	Base Repair	0	SY	\$35.00	\$0.00	0	\$0.00	0	\$0.00
13	Tack Coat, MC 70	550	GAL	\$5.00	\$2,750.00	550	\$2,750.00	0	\$0.00
14	Remove and Replace RPM Lens, complete with all items per plan detail	60	UN	\$45.00	\$2,700.00	60	\$2,700.00	0	\$0.00
15	Remove and Replace Beam Guiderail complete with all items per NJDOT plan detail	2760	LF	\$34.35	\$94,806.00	2760	\$94,806.00	0	\$0.00
16	Control Release Terminals complete with all items per NJDOT plan detail	1	UN	\$2,050.00	\$2,050.00	1	\$2,050.00	0	\$0.00
17	Tangent Guiderail Terminal complete with all items per NJDOT plan detail	2	UN	\$3,275.00	\$6,550.00	2	\$6,550.00	0	\$0.00
18	Reset Valve Box	2	UN	\$1.00	\$2.00	2	\$2.00	0	\$0.00
19	Traffic Stripes, 4" Wide, White Thermoplastic	2709	LF	\$0.70	\$1,896.30	2709	\$1,896.30	0	\$0.00
20	Traffic Stripes, 4" Wide, Yellow Thermoplastic	2709	LF	\$0.70	\$1,896.30	2709	\$1,896.30	0	\$0.00
R1	Asphalt Coring 5% Failure Penalty	1	LS	(\$3,088.89)	(\$3,088.89)	1	(\$3,088.89)	1	(\$3,088.89)
S1	Furnish and install all labor, materials and equipment to raise existing fire hydrants above top elevation of new metal guide rail	3	UN	\$3,850.00	\$11,550.00	3	\$11,550.00	3	\$11,550.00
S2	Furnish and install new fire hydrant to replace non functional existing hydrant	1	UN	\$3,000.00	\$3,000.00	1	\$3,000.00	1	\$3,000.00
S3	Furnish and install new 6" gate valve to replace broken valve	1	UN	\$12,750.00	\$12,750.00	1	\$12,750.00	1	\$12,750.00
S4	Furnish and install new Valve Boxes for Shut-off Valve	1	UN	\$4,500.00	\$4,500.00	1	\$4,500.00	1	\$4,500.00
TOTAL					\$243,402.56		\$243,402.56		\$34,825.12

TOTAL OF ITEMS COMPLETED TO DATE \$243,402.56
LESS RETAINAGE \$0.00
SUBTOTAL \$243,402.56
LESS PREVIOUS PAYMENTS \$204,406.89
AMOUNT DUE THIS CERTIFICATE \$38,995.67

S & G Paving, Inc.

7/2/2020
DATE

SUMMARY OF CERTIFICATE

PAGE 2 OF 2

Certificate No. 2 (Final)

Date: 6-19-20
Our File: 1206-T-078

PREVIOUS PAYMENTS

NO.	DATE	AMOUNT
1.	6/27/2019	\$204,405.89
2.		
3.		
4.		
5.		
6.		
7.		

TOTAL \$204,405.89

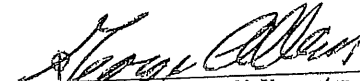
CHANGE ORDERS

	DATE	AMOUNT
1.	6/19/2020	(\$1,193.94)
2.		
3.		
4.		
5.		
6.		
7.		

TOTAL (\$1,193.94)

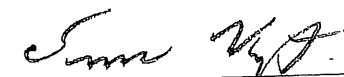
ORIGINAL CONTRACT PRICE	\$244,598.60
TOTAL CHANGE ORDERS	(\$1,193.94)
AMENDED CONTRACT PRICE	\$243,402.66
TOTAL WORK COMPLETED TO DATE	\$243,402.66
LESS RETAINAGE TO DATE	\$0.00
LESS PREVIOUS PAYMENTS	\$204,405.89
AMOUNT DUE THIS CERTIFICATE	\$38,996.67

PREPARED BY


George Allan - Chief Inspector
Remington & Vernick Engineers

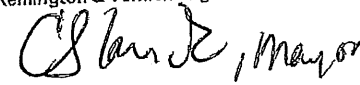
7-20-20
Date

APPROVED BY


Terence Vogt, P.E., P.P., C.M.E.
Remington & Vernick Engineers

7/20/20
Date

APPROVED BY


Borough of Helmetta Official

7-10/20
Date

**Resolution
#2020 - 110
AUTHORIZATION FOR REMINGTON & VERNICK ENGINEERS TO DESIGN ADA
RAMP**

WHEREAS the Borough of Helmetta has received a Community Development Block Grant (CDBG) to replace the Police ADA Ramp; and

WHEREAS these funds can be used for a design cost of a CDBG project

WHEREAS Remington & Vernick Engineers are requesting authorization to proceed with design, bid and inspection of the ADA ramp; and

WHEREAS, their time and material, not to exceed design/contract administration are proposed as follows:

Design Services: \$5,300.00

Construction Administration (inspection by Code Office): \$1,200.00

NOW, THEREFORE BE IT RESOLVED, that the Governing Body does hereby give authorization to the Mayor and Municipal Clerk to sign for afore mentioned work to be done by Remington & Vernick Engineers.

<u>Motion</u>	<u>Recorded Vote</u>			
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u> <u>Absent</u> <u>Abstain</u>
Dzingleski				
Carolan-Genthe				
Duffy				
Karczewski				
Perez				
Reid				

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the 19TH day of August 2020.

Sandra Bohinski, RMC
Municipal Clerk



**REMINGTON
& VERNICK
ENGINEERS**

3 Jicama Boulevard, Suite 300-400
Old Bridge, NJ 08857
O: (732) 955-8000
F: (732) 591-2815

July 30, 2020

Borough of Helmetta
Matthew Crane, Borough Administrator
51 Main Street
Helmetta, NJ 08828

**Subj: Professional Design Services Proposal
Borough of Helmetta Municipal Building ADA Ramp Improvements
M2020-156**

Dear Mr. Crane:

REMINGTON & VERNICK ENGINEERS is pleased to submit this proposal for professional design services for the Borough of Helmetta Municipal Building ADA Ramp Improvements project. Our services shall include civil/site design and preparation of design plans and specifications, and construction phase services as indicated below.

PROJECT SCOPE:

In general, the scope of work included in this proposal will be to complete the design documents for bid, which will include removal and replacement of the existing ADA ramp to the lower level of the Municipal Building.

SCOPE OF SERVICES

The following scope of services will be performed for preparation of the construction bid documents and construction contract administration:

Professional Services:

1. Development of civil / site plans and detail plans associated with the project scope based on aerial imagery. (Will require contractor verification of grade with submittals)
2. Preparation of project specification and final bid documents.
3. Bid administration and pre-bid meeting attendance and coordination of contractor questions and project addenda, bid opening attendance and bid review and recommendations.
4. Construction Contract Administration to include preconstruction meetings, progress meetings inclusive of site review to verify work progress, RFI, submittal and change order review, punchlist review, payment verification and project close out.

Professional Design Services Proposal
Borough of Helmetta Municipal Building ADA Ramp Improvement
M2020-156
Page 2

EXCLUSIONS

Please note this proposal does not include any of the following:

1. Land Surveying services (if requested will be provided at additional cost)
2. Storm water calculation (assumed de minimis)
3. Subsurface boring investigation

COST OF SERVICES

The cost for the preparation of for the indicated scope of services above will be completed for a not to exceed fee of: \$6,400.00.

Design Services	\$5,300.00
Construction Administration (inspection by Code Office)	\$1,200.00
Total	\$6,500.00

We trust the information provided meets your requirements for this project. Should you have any questions or require additional information, please do not hesitate to contact me at 732-955-8000

Sincerely,

REMINGTON & VERNICK ENGINEERS

By
Terence M. Vogt, PE, PP, CME
Principal, Regional Manager

cc: Mayor Christopher Slavicek
Sandra Bohinski, Clerk
Gerald Stankiewicz, CPA
Annina Hogan, PE, RA, LEED AP
Jeff Fedorchak, PE, CME

**Resolution
#2020 - 111
REALLOCATION OF CDBG FUNDS**

WHEREAS the Borough of Helmetta has fund leftover from their 2018 Park Improvement project in the amount \$2,872.24, and

WHEREAS these funds can be reallocated to another years CDBG Funds; and

WHEREAS the Borough of Helmetta would like to reallocate the remaining funds to their 2019 CDBG ADA Ramp Project

NOW, THEREFORE BE IT RESOLVED, that the Governing Body does hereby authorize these funds to be reallocated to the 2019 CDBG ADA Ramp Project.

<u>Motion</u>	<u>Recorded Vote</u>		
	<u>1st</u>	<u>2nd</u>	<u>Aye</u> <u>Nay</u> <u>Absent</u> <u>Abstain</u>
Dzingleski			
Carolan-Genthe			
Duffy			
Karczewski			
Perez			
Reid			

CERTIFICATION

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Sandra Bohinski, RMC
Municipal Clerk

Resolution
#2020 - 112
OVERESTIMATE OF WATER BILL

WHEREAS the Borough of Helmetta 2ND quarter water bills were estimated, and

WHEREAS it was found in the 3rd quarter that two residents bills were due a credit

WHEREAS Fusun Engin and Binny Singh asked for these credits to be applied to their 4th quarter water bill

Fusun Engin- \$14.06

Binny Singh- \$20.86

NOW, THEREFORE BE IT RESOLVED, that the Governing Body does hereby authorize these credits to be applied to those resident's 4th quarter water bill.

<u>Motion</u>	<u>Recorded Vote</u>					
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Dzingleski						
Carolan-Genthe						
Duffy						
Karczewski						
Perez						
Reid						

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Sandra Bohinski, RMC
Municipal Clerk

**Resolution
#2020 - 113
AUTHORIZATION SIGN XTEL COMMUNICATIONS UPDATED CONTRACT**

NOW, THEREFORE BE IT RESOLVED, that the Governing Body does hereby authorize the Borough Administrator, Matthew Crane to sign the updated contract.

	<u>Motion</u>		<u>Aye</u>	<u>Recorded Vote</u>		
	<u>1st</u>	<u>2nd</u>		<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Dzingleski						
Carolán-Genthe						
Duffy						
Karczewski						
Perez						
Reid						

CERTIFICATION

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Sandra Bohinski, RMC
Municipal Clerk



Voice



Internet



Networks



Cloud

800.GET.XTEL | www.xtel.net



Communications to the power of X

Borough of Helmetta



Executive Summary

Customer Name: Borough of Helmetta

Date: July 20, 2020

Project Scope – Brief description about the goal of the project:

Borough of Helmetta - Existing Customer

Billing Account #: 14428

Resign As-Is

Scope of Work:

Customer is resigning their existing POTS services for a 36-Month Term.

Services being Renewed:

- (9) - POTS Lines
- (2) - Caller ID

Sales Agent ID:

Requested Completion Date:

Please note the date listed above is not guaranteed and will be contingent upon several factors including circuit delivery dates, customer provided information and scheduling availability.

Responsibilities:

Customer - All assumptions MUST be correct to validate this Executive Summary. If anything listed below is inaccurate, contact Xtel Communications immediately.

- All CPE must be placed within 4 feet of a 110 volt grounded outlet.
- All CPE must be placed within 20 feet, and in the same room, as the demarcation point or additional costs to extend the circuit may be incurred.
- All CPE must be placed in a secure, ventilated, temperature controlled areas suitable for electronics deployment.
- Customer must provide access for technician to building demarcation point as well as extended demarcation point if applicable.

Contact Information – Please include the main customer contact, as well as the voice and data vendor information for the project below. If there will be one per location, please specify in the Location Information section.

Customer Contact Name, Title	Matthew Crane
Customer Contact Number (cell preferred)	(732) 521-4946 x 105
Customer Contact E-mail	m.crane@helmettaboro.com
Voice Vendor Contact Name, Title	
Voice Vendor Contact Number (cell preferred)	
Voice Vendor Contact E-mail	
Data Vendor Contact Name, Title	
Data Vendor Contact Number (cell preferred)	
Data Vendor Contact E-mail	

E911 Disclaimer

Premium licenses can be used on a softphone on your smartphone or PC. If users dial 911 through their application, it will display the provisioned E911 address. If users want work from home addresses to be displayed, additional E911 fees will apply. See section 22 (Emergency Critical Lines) of Terms and Conditions.

Acceptance and Authorization

By signing below, you are agreeing to the terms and conditions listed in the Executive Summary. No changes or additions to the Executive Summary will be accepted after the date that appears below. Additional work MUST be scheduled as a separate service call by executing a Change Order

Borough of Helmetta	Xtel Communications, Inc.
Print Name	Print Name
Title	Title
Signature	Signature
Date	Date

Location Contact Information – Please be sure information is provided for all locations

Location Name	Site Contact	Contact Info (Phone/Email)	Location Notes (if applicable)
Borough of Helmetta			

Quote Expiration	August 15, 2020
Quote Term	36
Sales Rep	Melissa Girard
Prepared For:	Matthew Crane
Billing Address	60 Main Street, P.O. Box 378
Billing City, State Zip	Helmetta, NJ 08828
Billing Account Number	14428

Product Name	Quantity	Unit Cost	Total Monthly Recurring Charges	Total One-Time Charges
POTS Local Line - NJ	9	\$37.00	\$333.00	\$0.00
Caller ID - (POTS)	2	\$10.50	\$21.00	\$0.00
		Totals:	\$354.00	\$0.00

Monthly Recurring Totals	\$354.00
One Time Charge Totals	\$0.00

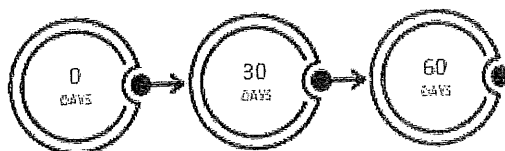
xstel CUSTOMER LIFE CYCLE

The following diagrams depict the flow and approximate timelines of the Xstel Process.

Sales Process: Discovery Process - Information collection, expectation setting, requirement definition

Documentation: Site survey, solution design, service record/billing acquisition, IP Address Justification Form, Current Technologies Questionnaire, Statement of Work (SOW), Master Services Agreement (MSA)

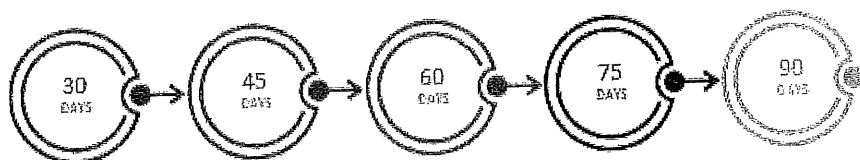
Sales Process: 0-60 days depending on size, scope, and complexity



Delivery Process: Final data collection and validation, establish timelines, configuration and initialization, change order process, administrator and end user training preparation, communication/update procedure

Documentation Examples: Introductory letter, project phase communications, service activation notification

Service Delivery Cycle: 30-90 days depending on size, scope, and complexity of the opportunity. Large programs or uniquely complex projects may extend beyond 90 days



		SD-WAN or EDIA	Xtel Cleanpipe Bandwidth + DDoS detection and mitigation	SD-WAN with UTM and NGFW
SIP BYOB		SIP Xtel as ISP		
Hosted Fax		Hosted Contact Center Up to 25 Agents	Hosted Contact Center 26 to 50 Agents	
HPBX BYOB 5 to 25 phones	HPBX BYOB 26 to 50 phones	HPBX Xtel as ISP 5 to 75 phones	HPBX Xtel as ISP 76 to 100 phones	HPBX Xtel as ISP 101 to 200 phones

Post Implementation Transition to Support and Billing Processes: Post implementation followup and validation, change orders, MACDs, training, formal hand off to Xtel Support, first bill/billing explanation

Documentation/Process: Onsite training, phone support, customer satisfaction survey

* Timeline applies to buildings already connected to fiber/ethernet. Ethernet on-site build requirements may increase timeline

Disclaimer

Standard Rates of \$.029/minute for Interstate and Intrastate Long Distance calls, and \$.015/minute for Local calls, will apply for all call traffic not included within a call package. This includes any call overage for proposed minute plans. The standard rate for all Toll Free calls will be \$.039/minute for Interstate and \$.045/minute for Intrastate, unless otherwise noted within the Additional Details section of this agreement. International calling will be disabled by default. For IP Voice services, there is a minimum of one e911 account per location billed at \$3 per account. There is a minimum of one DID number per location, or one DID per PRI and IP Voice circuit, whichever is greater, billed at \$1 per DID number, unless otherwise noted in this document. This agreement assumes that your network can adequately accommodate the proposed services. If it cannot, additional charges may apply. This includes any necessary Ethernet Runs, Switches, or VLAN configurations not accounted for in the order form. For all fiber installations, such as for Ethernet services, special construction costs may apply. Ethernet Internet service is provided through a single copper handoff via one Ethernet port on Xtel managed equipment. Alternate handoff types are available but additional charges may apply. By signing this agreement, I acknowledge that I am authorized to execute this contract and agency on behalf of Customer to authorize Xtel Communications Inc. to provide telecommunications services as listed above and to act as agent in all matters related to this service. Xtel's Terms and Conditions are found at www.Xtel.net, and are set forth in the company's General Terms and Conditions, which together with this Service Activation Form constitute the Agreement. I certify that I have read, understand and accept these terms and conditions, both expressed and implied, without exception. The rates disclosed herein do not include federally - or state - regulated surcharges and fees (which include but are not limited to USF, TRS, E911, PICC, and payphone surcharge). If inside wiring or demarc extension is required, charges will apply. Xtel managed equipment supplied to Customer for service will remain the possession of Xtel throughout contract term and after contract term lapses. Any equipment sold by Xtel to the Customer will be billed immediately upon delivery to the Customer site. Customer is responsible for any shipping and storage charges for the equipment. If Customer should breach contract or cancel services, Xtel will physically take possession of the equipment or Customer will reimburse Xtel for the full replacement cost. If purchasing services through the E-Rate program, please reference SPIN # 143010147. Automatic contract renewals and evergreen contract extensions do not apply to services covered by the E-Rate program.

Borough of Helmetta	Xtel Communications, Inc.
Authorized Name	Authorized Name
Title	Title
Signature	Signature
Date	Date

**Resolution
#2020 - 114
PAYMENT OF BILLS**

All bills shown on the bill list shall be paid.

	<u>Motion</u>			<u>Recorded Vote</u>		
	<u>1st</u>	<u>2nd</u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Dzingleski						
Carolan-Genthe						
Duffy						
Karczewski						
Perez						
Reid						

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the 19TH day of August 2020.

Sandra Bohinski, RMC
Municipal Clerk

August 14, 2020
02:02 PM

BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void
Item Description					Acct Type Description		Enc Date Date	Date Invoice
20-00400 07/20/20 TID02		TIDBURY CREEK FARMS NURSERY						
1 KWANZAN CHERRY TREE COM CENTER			185.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/20/20 08/13/20	
20-00403 07/20/20 MON06		MONROE TOWNSHIP UTILITY DEPT.						
1 SEWAGE TREATMENT 3QTR 2020			68,711.00	0-07-55-500-023	B MONROE M.U.A. CHARGES	R	07/20/20 08/13/20	
20-00404 07/20/20 PRI02		PRINCETON FUEL OIL						
1 FUEL PURCHASE 7/13/2020			123.97	0-01-31-830-020	B FUEL OIL PURCHASE	R	07/20/20 08/13/20	
20-00407 07/20/20 JAM04		JAMESBURG PRESS						
1 2,500 CT. WINDOW ENVELOPES			145.00	0-01-31-834-020	B OFFICE SUPPLIES	R	07/20/20 08/13/20	
20-00408 07/20/20 LOR02		LORCO PETROLEUM SERVICES						
1 USED OIL REMOVAL-BORO			125.00	0-01-26-771-020	B RECYCLING SOLID WASTE OE	R	07/20/20 08/13/20	
2 USED OIL REMOVAL-FIRE DEPT			31.25	0-01-26-771-020	B RECYCLING SOLID WASTE OE	R	07/20/20 08/13/20	
3 OILY WATER DISPOSAL-FIRE DEPT			93.75	0-01-26-771-020	B RECYCLING SOLID WASTE OE	R	07/20/20 08/13/20	
			250.00					
20-00409 07/20/20 STA02		STAPLES CREDIT PLAN						
1 COPY PAPER			27.49	0-01-31-834-020	B OFFICE SUPPLIES	R	07/20/20 08/13/20	
2 COUPON			3.84	0-01-31-834-020	B OFFICE SUPPLIES	R	07/20/20 08/13/20	
3 PAPER CUTTER			67.99	0-01-20-120-020	B MUNICIPAL CLERK OE	R	07/20/20 08/13/20	
4 COUPON			3.66	0-01-20-120-020	B MUNICIPAL CLERK OE	R	07/20/20 08/13/20	
			87.98					
20-00411 07/21/20 MAR005		MARRIOTT CALLAHAN & BLAIR						
1 15 HIGH STREET- FILE 78.78392			3,346.00	0-01-20-712-020	B LEGAL SERVICES OE	R	07/21/20 08/13/20	
20-00417 07/21/20 KELS005		KELSO & BURGESS						
1 COURT SESSION 7/14/2020			400.00	0-01-25-757-020	B MUNICIPAL PROSECUTOR OE	R	07/21/20 08/13/20	
20-00419 07/21/20 KJ005		K&J ACCESSORIES, INC						
1 INITIAL SITE VISIT			485.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/21/20 08/13/20	
2 RETURN SITE VISIT			485.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/21/20 08/13/20	
3 PARTS			260.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/21/20 08/13/20	
			1,230.00					
20-00421 07/22/20 BET01		BETTER LIVING						
1 HARDWARE FOR SIGNS			3.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20 08/13/20	

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BOROUGH OF HELMETTA
Bill List by P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/chk	First Rcvd	chk/Void	Invoice
Item Description					Acct Type Description		Enc Date	Date	
20-00421 07/22/20 BET01		BETTER LIVING		Continued					
2 WEATHER STRIP FOR SIGN			19.16	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
3 KEYS			10.43	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
4 HARDWARE FOR SIGNS			3.80	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
			36.39						
20-00422 07/22/20 HOM02		HOME DEPOT							
1 TOP SOIL			12.39	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
2 PLANTS FOR OLD FORGE TRIANGLE			76.32	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
3 MIRACLE GROW			8.47	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
4 WHISKEY BARREL FOR TREE			42.98	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
			140.16						
20-00423 07/22/20 CIR01		CIRCLE JANITORIAL SUPPLIES							
1 33 GALLON BAGS			55.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/22/20	08/13/20	
20-00424 07/24/20 ENCON005		ENCON SERVICE COMPANY							
1 ADD FREON TO AC2			153.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/24/20	08/13/20	
20-00427 07/24/20 EDM01		EDMUNDS GOVTECH							
1 ESTIMATED BILSS-SETUP			350.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE	R	07/24/20	08/13/20	
20-00428 07/27/20 WOOD005		WOODBIDGE DEPT OF HEALTH							
1 ANIMAL CONTROL JAN-JUNE 2020			1,750.00	0-01-43-772-020	B WOODBRIDGE ANIMAL CONTROL	R	07/27/20	08/13/20	
20-00434 07/31/20 CLE04		CLEARV GIACOBBE ALFERT&JACOBS							
1 LEGAL SERVICES 6/23-/7/22			848.00	0-01-20-712-020	B LEGAL SERVICES OE	R	07/31/20	08/13/20	
20-00435 07/31/20 CLA01		CLARKIN & VIGNUOLO, P.C.							
1 FILE 232.045			451.50	T-14-57-000-024	B COLONIAL GARDENS BL 31 LOT 1	R	07/31/20	08/13/20	
2 FILE 232.044			1,247.00	T-14-57-000-025	B T&R ALARM	R	07/31/20	08/13/20	
			1,698.50						
20-00436 07/31/20 CLA01		CLARKIN & VIGNUOLO, P.C.							
1 3RD QUARTER RETAINER			1,062.50	0-01-21-720-020	B PLANNING BOARD OE	R	07/31/20	08/13/20	
20-00437 07/31/20 YOU		JOSEPH D. YOUSSEF, ESQ							
1 LEAGAL SERVICES 1/2-7/15			17,794.00	0-01-20-712-020	B LEGAL SERVICES OE	R	07/31/20	08/13/20	

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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Acct Type Description	Strat/chk	First Rcvd	chk/Void	Invoice
Item Description								Enc Date	Date	
20-00443 08/03/20 HOM02		HOME DEPOT								
1 STAPLE GUN			31.97	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R	08/03/20	08/13/20	
2 STAPLES			24.94	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R	08/03/20	08/13/20	
			56.91							
20-00444 08/03/20 MAR0005		MARRIOTT CALLAHAN & BLAIR								
1 15 HIGH STREET- FILE 78.78392			320.00	0-01-20-712-020	B LEGAL SERVICES OE		R	08/03/20	08/13/20	
20-00445 08/07/20 PEN03		PENGUIN MANAGEMENT, INC.								
1 E-DISPATCH SEPT-FEB 2021			474.00	0-01-25-749-020	B FIRE DEPARTMENT OE		R	08/07/20	08/13/20	
20-00446 08/07/20 ONE02		ONE CALL CONCEPTS, INC.								
1 REGULAR LOCATES-JULY			5.72	0-01-26-765-020	B STREETS & ROADS OE		R	08/07/20	08/13/20	
20-00448 08/10/20 MC001		Middlesex Cty utilities Auth								
1 DUMPING CHARGES-JULY			5,741.13	0-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE		R	08/10/20	08/13/20	
20-00449 08/10/20 STA17		STAR2STAR COMMUNICATIONS								
1 TELEPHONE-AUGUST (FD)			215.78	0-01-31-827-020	B TELEPHONE COSTS		R	08/10/20	08/13/20	
2 TELEPHONE-AUGUST (MUNICIPAL)			329.97	0-01-31-827-020	B TELEPHONE COSTS		R	08/10/20	08/13/20	
			545.75							
20-00450 08/10/20 REM01		REMINGTON & VERNICK ENGINEERS								
1 INVOICE #1206P024-1			1,280.00	T-14-57-000-025	B T&R ALARM		R	08/10/20	08/13/20	
20-00451 08/10/20 REM01		REMINGTON & VERNICK ENGINEERS								
1 INVOICE #1206T078-22			1,130.14	C-04-55-314-001	B 2018-03 ROAD IMPROVE HELMETTA BLVD		R	08/10/20	08/13/20	
20-00452 08/10/20 REM01		REMINGTON & VERNICK ENGINEERS								
1 INVOICE #1206T082-2			3,309.82	C-04-55-700-100	B 20-02 ROAD IMPROVEMENTS OLD FORGE RD		R	08/10/20	08/13/20	
20-00453 08/10/20 WBM01		W.B. MASON								
1 BLACK INK			40.99	0-01-20-120-020	B MUNICIPAL CLERK OE		R	08/10/20	08/13/20	
2 COLOR INK			69.98	0-01-20-120-020	B MUNICIPAL CLERK OE		R	08/10/20	08/13/20	
3 FLAG-REDTAG (50PK)			1.00	0-01-20-120-020	B MUNICIPAL CLERK OE		R	08/10/20	08/13/20	
			111.97							
20-00454 08/10/20 XTE01		XTEL COMMUNICATIONS								
1 FAX/PHONE LINES			460.82	0-01-31-827-020	B TELEPHONE COSTS		R	08/10/20	08/13/20	

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Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/chk	First Rcvd	Chk/Void	Invoice
Item Description								Enc Date	Date	
20-00455 08/11/20 COMCA649 COMCAST										
1 ACCT# 8499 05 248 0023649			81.05	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R	08/11/20	08/13/20	
2 ACCT# 8499 05 248 0023649			27.02	0-05-55-500-021	B WATER OPERATING OE		R	08/11/20	08/13/20	
3 ACCT# 8499 05 248 0023649			27.02	0-07-55-500-021	B SEWER OPERATING OE		R	08/11/20	08/13/20	
			135.09							
20-00456 08/11/20 COMCA656 COMCAST										
1 ACCT# 8499 05 248 0023656			102.92	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R	08/11/20	08/13/20	
20-00457 08/11/20 ACT01 ACTION DATA SVC, INC										
1 PAYROLL INVOICE- 69738			52.58	0-01-20-705-021	B FINANCE OE		R	08/11/20	08/13/20	
2 PAYROLL INVOICE- 69738			17.52	0-05-55-500-021	B WATER OPERATING OE		R	08/11/20	08/13/20	
3 PAYROLL INVOICE- 69738			17.52	0-07-55-500-021	B SEWER OPERATING OE		R	08/11/20	08/13/20	
			87.62							
20-00458 08/11/20 ACT01 ACTION DATA SVC, INC										
1 2QTR FILING- INVOICE 69643			429.00	0-01-20-705-021	B FINANCE OE		R	08/11/20	08/13/20	
2 2QTR FILING- INVOICE 69643			143.00	0-05-55-500-021	B WATER OPERATING OE		R	08/11/20	08/13/20	
3 2QTR FILING- INVOICE 69643			143.00	0-07-55-500-021	B SEWER OPERATING OE		R	08/11/20	08/13/20	
			715.00							
20-00461 08/11/20 GRE GREATAMERICA FINANCIAL SERVICE										
1 STAR2STAR PHONE SYSTEM			437.21	0-01-31-827-020	B TELEPHONE COSTS		R	08/11/20	08/13/20	
20-00462 08/12/20 DOGMA005 Dog Waste Depot										
1 DOG WASTE BAGS			265.98	G-02-15-026-007	B CLEAN COMMUNITIES 2018		R	08/12/20	08/13/20	
2 TARIFF			23.67	G-02-15-026-007	B CLEAN COMMUNITIES 2018		R	08/12/20	08/13/20	
			289.65							
20-00463 08/12/20 ROS02 THOMAS C. ROSELLI, ESQ.										
1 PUBLIC DEFENDER-AUGUST			300.00	0-01-20-712-020	B LEGAL SERVICES OE		R	08/12/20	08/13/20	
20-00464 08/12/20 KEIS0005 KEISO & BURGESS										
1 COURT SESSION 8/11/2020			400.00	0-01-25-757-020	B MUNICIPAL PROSECUTOR OE		R	08/12/20	08/13/20	
20-00465 08/12/20 PUR01 PURCHASE POWER										
1 POSTAGE REFILL			552.59	0-01-31-831-020	B POSTAGE		R	08/12/20	08/13/20	
2 POSTAGE REFILL			184.20	0-05-55-500-021	B WATER OPERATING OE		R	08/12/20	08/13/20	

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BOROUGH OF HELMETTA
Bill List By P.O. Number

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Rcvd	Chk/Void
Item Description					Acct Type	Description		Enc Date	Date Invoice
20-00465 08/12/20 PUR01		PURCHASE POWER	184.20	0-07-55-500-021	B	SEWER OPERATING OE	R	08/12/20 08/13/20	
3 POSTAGE REFILL			920.99						
20-00466 08/12/20 TRE06		TREASURER ST OF NJ/MARRIAGE			B	STATE OF NJ MARRIAGE LIC	R	08/12/20 08/13/20	
1 MARRIAGE LICENSES JAN-JUN 2020			100.00	0-01-55-001-286					
20-00467 08/13/20 EAS01		EAST BRUNSWICK WATER UTILITY			B	PURCHASE OF WATER	R	08/13/20 08/13/20	
1 JULY 2020 WATER			26,026.94	0-05-55-500-025					
20-00468 08/13/20 WIL04		WILSON, MARGARET			B	HEALTH INSURANCE EMPLOYEE	R	08/13/20 08/13/20	
1 MEDICARE REIMBURSEMENT 2ND QTR			260.28	0-01-23-733-020			R	08/13/20 08/13/20	
2 MEDICARE REIMBURSEMENT 2ND QTR			86.76	0-05-55-500-030		B Health Insurance	R	08/13/20 08/13/20	
3 MEDICARE REIMBURSEMENT 2ND QTR			86.76	0-07-55-500-030		B Health Insurance	R	08/13/20 08/13/20	
			433.80						
20-00470 08/13/20 REM01		REMINGTON & VERNICK ENGINEERS			B	2018-04 WAPPING PHASE I, II AND III	R	08/13/20 08/13/20	
1 INVOICE# 12061077			2,148.00	C-04-55-314-002					
20-00471 08/14/20 SGPAY005		S&G PAVING			B	2018-03 ROAD IMPROVE HELMETTA BLVD	R	08/14/20 08/14/20	
1 FINAL PAYMENT			38,996.67	C-04-55-314-001					
Total Purchase Orders:			52	Total P.O. Line Items:		89	Total List Amount:		189,594.42
							Total Void Amount:		0.00

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BOROUGH OF HELMETTA
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Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	39,363.28	0.00	39,363.28	0.00	0.00	39,363.28
WATER OPERATING FUND	0-05	26,522.44	0.00	26,522.44	0.00	0.00	26,522.44
SEWER OPERATING FUND	0-07	69,169.50	0.00	69,169.50	0.00	0.00	69,169.50
Year Total:		135,055.22	0.00	135,055.22	0.00	0.00	135,055.22
CURRENT FUND	9-01	825.00	0.00	825.00	0.00	0.00	825.00
GENERAL CAPITAL FUND	C-04	50,446.05	0.00	50,446.05	0.00	0.00	50,446.05
GRANT FUND	G-02	289.65	0.00	289.65	0.00	0.00	289.65
BUILDERS' ESCROW FUND	T-14	2,978.50	0.00	2,978.50	0.00	0.00	2,978.50
Total of All Funds:		189,594.42	0.00	189,594.42	0.00	0.00	189,594.42

RESOLUTION
#2020 – 115

A RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE

WHEREAS the Borough of Helmetta has determined that the personal property described on Schedule A, B and C attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS the Borough of Helmetta intends to utilize the online auction services of Municibid, located at 1635 Market Street, Suite #1600, Philadelphia, PA 19103; and

WHEREAS the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Helmetta in the County of Middlesex, State of New Jersey, that the Borough is hereby authorized to sell the personal property as indicated on Schedule A, B and C on an online auction website entitled Govdeals.com; and be it further

RESOLVED, that the terms and conditions of the agreement entered into between Municibid and the Borough of Helmetta are available at Municibid.com and in the Borough Clerk's office; and be it further

RESOLVED, that a certified copy of the within Resolution be forwarded by the Borough Clerk to the following:

Municibid, 1635 Market Street, Suite #1600, Philadelphia, PA 19103
Home News & Tribune

Chris Slavicek, Mayor

Sandra Bohinski, Municipal Clerk