



MEETING OF MAYOR AND COUNCIL
MINUTES-OCTOBER 19, 2022
7:00PM

***MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE**
Mayor Slavicek called the meeting to order at 7:01pm. All in attendance stood and Pledged Allegiance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

***CALLING OF THE ROLL:**

Mayor Slavicek
Councilman Reid
Councilman Dzingleski
Councilman Duffy
Councilman Karczewski – absent
Councilman Stasi

Also in attendance was Business Administrator Salvatore Masucci and Borough Attorney Joseph Youssouf.

***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 of Govern adopted on January 4, 2022. 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 intent to harass will be tolerated. If such behavior occurs, then that individual

Business Administrator Sal Masucci stated Best Practices is 100% complete and we will be receiving funding. He will work with the CFO to determine the amount.

**Ordinance #2022-05 (Second Reading)*

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Stasi

No comments from the public.

ADOPTION OF THE ORDINANCE 2022-05:

MOTION – Councilman Dzingleski
ABSTAINED – Councilman Reid
ROLL CALL: 3-0

SECONDED – Councilman Stasi

**Ordinance #2022-06 (Second Reading)*

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

No comments from the public.

ADOPTION OF ORDINANCE 2022-06:

MOTION – Councilman Reid
ROLL CALL: 4-0

SECONDED – Councilman Dzingleski

**CLOSED SESSION – Resolution passed pertaining to the Matters: Attorney/Client Privilege and Contract Negotiations.*

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

**OPEN SESSION*

MOTION – Councilman Duffy
ROLL CALL: 4-0

SECONDED – Councilman Stasi

***ADJOURNMENT**

There being no further business, a MOTION to adjourn the meeting was made by Councilman Dzingleski and SECONDED by Councilman Reid at 7:44pm. All were in favor.

A handwritten signature in black ink, appearing to read "Melissa Hallerman". The signature is fluid and cursive, with the first name being more prominent than the last.

Melissa Hallerman
Acting Municipal Clerk

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
9/24/2022	Norris	Trust	\$25.00	Cash
9/24/2022	Bohinski	Trust	\$25.00	Ck#1449
9/24/2022	Oliveri	Trust	\$15.00	Cash

BOROUGH OF HELMETTA

2021

DELINQUENT TAXES AS OF:

9/30/22

	TOTAL	Penalty		<u>2021</u>
				0.00
DECEMBER				<u>69,304.58</u>
<u>2022</u>		Cash Recpts	adj	
JANUARY	<u>69,304.58</u>	(19,393.42)		49,911.16
FEBRUARY	49,911.16	(6,531.46)		43,379.70
MARCH	43,379.70	(4,367.27)		39,012.43
APRIL	39,012.43	(3,811.08)		35,201.35
MAY	35,201.35	(8,585.13)		26,616.22
JUNE	26,616.22	(13,706.35)		12,909.87
JULY	12,909.87	(1,298.35)		11,611.52
AUGUST	11,611.52	0.00		11,611.52
SEPTEMBER	11,611.52	(5,550.54)		6,060.98
OCTOBER				0.00
NOVEMBER				
BALANCE				<u>\$ 6,060.98</u>

**Resolution
#2022-137**

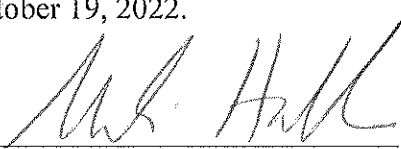
AUTHORIZATION FOR PARTIAL PAYMENT NO. 2

BE IT RESOLVED, that the Governing Body does hereby authorize Partial Payment no. 2 in the amount of \$221,221.87 to S Bros, Inc for services rendered in the improvement project for Maple Street

	Motion	Second	Aye	Nay	Abstain	Absent
Reid		✓	✓			
Duffy			✓			
Dzingleski	✓		✓			
Karczewski						✓
Stasi			✓			

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 19, 2022.



MELISSA HALLERMAN
Acting Municipal Clerk

RESOLUTION

#2022-138

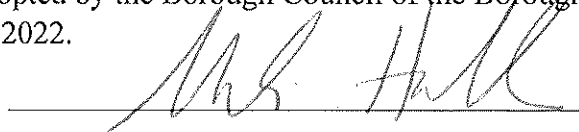
PAYMENT OF BILLS

All bills shall be paid per list.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid		✓	✓			
Duffy			✓			
Dzingleski	✓		✓			
Karczewski						✓
Stasi			✓			

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 19, 2022.



Melissa Hallerman
Acting Municipal Clerk

October 14, 2022
11:49 AM

BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 5

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	
22-00588	10/14/22	HEL07	187.90	2-01-42-855-020	B	MUNICIPAL COURT OE	R	10/14/22	10/14/22	
1	SEPTEMBER 2022	CC								
22-00589	10/14/22	80808				BORO OF HELMETTA PETTY CASH				
1	REPLENISH FUND-CLERK		28.92	2-01-20-120-020	B	MUNICIPAL CLERK OE	R	10/14/22	10/14/22	
2	REPLENISH FUND-POSTAGE		43.25	2-01-31-831-020	B	POSTAGE	R	10/14/22	10/14/22	
			72.17							
22-00590	10/14/22	ACT01				ACTION DATA SVC, INC				
1	PAYROLL INVOICE #79912		65.18	2-01-20-705-021	B	FINANCE OE	R	10/14/22	10/14/22	
2	PAYROLL INVOICE #79912		21.72	2-05-55-500-021	B	WATER OPERATING OE	R	10/14/22	10/14/22	
3	PAYROLL INVOICE #79912		21.72	2-07-55-500-021	B	SEWER OPERATING OE	R	10/14/22	10/14/22	
			108.62							

Total Purchase Orders: 39 Total P.O. Line Items: 69 Total List Amount: 281,411.22 Total Void Amount: 0.00

Totals by Year-Fund	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description							
CURRENT FUND	2-01	33,283.12	0.00	33,283.12	0.00	0.00	33,283.12
WATER OPERATING FUND	2-05	6,351.75	0.00	6,351.75	0.00	0.00	6,351.75
SEWER OPERATING FUND	2-07	5,477.75	0.00	5,477.75	0.00	0.00	5,477.75
	Year Total:	45,112.62	0.00	45,112.62	0.00	0.00	45,112.62
GENERAL CAPITAL FUND	C-04	1,796.64	0.00	1,796.64	0.00	0.00	1,796.64
GRANT FUND	G-02	232,386.63	0.00	232,386.63	0.00	0.00	232,386.63
GENERAL TRUST FUND	T-13	2,115.33	0.00	2,115.33	0.00	0.00	2,115.33
Total of All Funds:		<u>281,411.22</u>	<u>0.00</u>	<u>281,411.22</u>	<u>0.00</u>	<u>0.00</u>	<u>281,411.22</u>

RESOLUTION

#2022-139

**REQUEST FOR PROPOSAL
NEW ENGINEERING FIRM**

WHEREAS, the Borough of Helmetta and Council, in accordance with New Jersey Statutes, services will include, but are not limited to, engineering advice to the Mayor and Council, attendance at all Council meetings, engineering services and advice to various Township departments as directed by the Mayor or Council, assisting with coordination and planning of Township road improvements, enforcement responsibilities as indicated in the Township Code, response to constituents' questions as appropriate, and other engineering services assigned by the Township Business Administrator.

The established criteria for awarding a contract shall include:

- 1- Licensed as Professional Engineer and is certified as a Certified Municipal Engineer in the State of New Jersey for a minimum of five (5) years.
- 2- At least five (5) years' experience in providing engineering, design and administration services, surveying services, and inspection services with a New Jersey municipal government in a community with demographics similar to Borough of Helmetta.
- 3- Professional Liability Insurance coverage, minimum amount of \$1 million and proof of workers' compensation shall be provided.
- 4- Any other factors determined to be in the best interest of Borough of Helmetta.


WHEREAS, the Borough of Helmetta and Council, the new engineering firm will provide consulting engineering advise to the municipal; planning board and zoning on a as needed basis.

BE IT RESOLVED, by the Governing body of the Borough of Helmetta, that new firm will provide detail contract of services and a schedule of fees for the 12-month period commencing on January 1, 2023 before approval will be reviewed by Town attorney. In addition, the new firm will contact the Borough's current firm for all documents related to past projects and as well as current and upcoming projects.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid		✓	✓			
Duffy			✓			
Dzingleski	✓		✓			
Karczewski						✓
Stasi			✓			

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 19, 2022.



 Melissa Hallerman
 Acting Municipal Clerk

RESOLUTION

#2022-140

WAIVING OF TYPE 1 PERMIT FEES

WHEREAS, a Borough events are being held at the Helmetta Pavilion on October 28th and at Helmetta Borough Hall on December 2nd; and

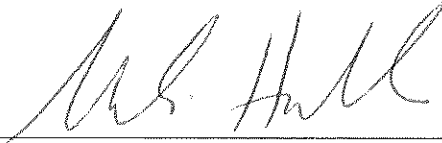
WHEREAS, food trucks will utilized for these events; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, that the type 1 permit fees for the food trucks are waived.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid		✓	✓			
Duffy			✓			
Dzingleski	✓		✓			
Karczewski						✓
Stasi			✓			

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 19, 2022



Melissa Hallerman
Acting Municipal Clerk

RESOLUTION

#2022-141

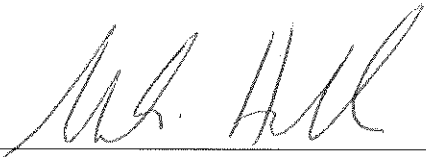
APPOINTEE FOR LEGALIZED GAME OF CHANCE LIAISON

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, appoint Melissa Hallerman, Acting Municipal Clerk as the borough Legalized Game of Chance liaison.

	Motion	Second	Aye	Nay	Abstain	Absent
Reid		✓	✓			
Duffy			✓			
Dzingleski	✓		✓			
Karczewski						✓
Stasi			✓			

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 19, 2022.



Melissa Hallerman
Acting Municipal Clerk

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX**

CAPITAL ORDINANCE NO. 2022-05

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2022-03 ADOPTED ON AUGUST 17, 2022 AND PROVIDING FOR THE PRELIMINARY DESIGN OF IMPROVEMENTS TO LOCUST DRIVE, IN ORDER TO EXPAND THE SCOPE OF IMPROVEMENTS AUTHORIZED, AND TO APPROPRIATE AN ADDITIONAL \$353,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$380,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") finally adopted Capital Ordinance No. 2022-03 on August 17, 2022 (the "Prior Ordinance"), providing for the preliminary design of improvements to Locust Drive located in the Borough; and

WHEREAS, the Borough has determined that the project description set forth in the Prior Ordinance needs to be amended to include roadway improvements to Locust Drive, including, but not limited to, design, construction, inspection and material testing; and

WHEREAS, the Borough has determined that the costs associated with said improvements are higher than anticipated and has determined to supplement the appropriation therefor; and

WHEREAS, the Borough expects to receive \$292,756 in grant proceeds from the New Jersey Department of Transportation (NJDOT) for said improvements, and has an additional \$60,244 available in its General Capital Improvement Fund, in addition to the \$27,000 authorized by the Prior Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the BOROUGH COUNCIL of the BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. Section 2 of the Prior Ordinance is hereby amended to read as follows:

Section 2. The improvements hereby authorized to be undertaken consist of roadway improvements to Locust Drive located in the Borough, including, but not limited to, design, construction, inspection and material testing, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

Section 2. For the improvements authorized in Section 1 of this ordinance there is hereby appropriated the total sum of \$380,000, which includes the sum of \$353,000 in addition

to the \$27,000 appropriated by the Prior Ordinance, said additional sum includes \$60,244 available in the Borough's General Capital Improvement Fund and \$292,756 in grant proceeds expected to be received from the NJDOT.

Section 3. The 2022 capital budget of the Borough will conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. An aggregate amount not exceeding \$100,000 for engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

Section 5. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 1 hereof, shall be applied to direct payment of the cost of the improvements within the appropriation herein authorized.

Section 6. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 7. All other provisions of the Prior Ordinance remained unchanged.


Section 8. This ordinance shall take effect as provided by law.

CERTIFICATE AS TO CAPITAL ORDINANCE

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Capital Ordinance No. 2022-05 which was introduced at a duly convened meeting of the Borough Council on September 21, 2022, and finally adopted at a duly convened meeting of the Borough Council on October 19, 2022.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 19th day of October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)

DOCUMENT LIST

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2022-03 ADOPTED ON AUGUST 17, 2022 AND PROVIDING FOR THE PRELIMINARY DESIGN OF IMPROVEMENTS TO LOCUST DRIVE, IN ORDER TO EXPAND THE SCOPE OF IMPROVEMENTS AUTHORIZED, AND TO APPROPRIATE AN ADDITIONAL \$353,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$380,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

- *1. General Certificate of Municipal Clerk regarding Incumbency of Municipal Officers
 - a. Original newspaper affidavits of publication attached showing publication of regular meetings in compliance with the Open Public Meetings Act
2. Certificate as to Debt Statements (N/A)
 - a. Annual Debt Statement
 - b. Supplemental Debt Statement showing date of filing with Municipal Clerk (prior to introduction of ordinance) and endorsement of Director of the Division of Local Government Services
3. Certificate of Financial Officer Concerning Down Payment (N/A)
4. Notice of Pending Ordinance
5. Extract of Minutes showing Introduction of Ordinance and Certificate of Municipal Clerk
6. Extract of Minutes showing Public Hearing and Final Adoption of Ordinance and Certificate of Municipal Clerk
7. Notice of Final Adoption and Certificate of Municipal Clerk
8. Certificate as to Capital Budget
9. Municipal Clerk's Certificate Concerning Publication and No-Protest
10. Affidavits of Publication showing Capital Ordinance as introduced and on final passage

*If introduction, public hearing or adoption of ordinance occurred at a meeting where special notice was given, please provide an affidavit of publication with respect thereto.

GENERAL CERTIFICATE OF MUNICIPAL CLERK

2022

(On file, please contact us with any changes)

AFFIDAVITS OF PUBLICATION

(Attach original Affidavit(s) of Publication regarding notice(s) of regular and/or special meetings of governing body at which introduction, public hearing and final passage of Capital ordinance took place. It is acceptable to submit the General Certificate of Municipal Clerk and the annual notice of the regular meetings once a year, however, if action on this Ordinance takes place at a special meeting, please submit notice of such special meeting together with the entire transcript of the adoption proceedings.)

HOME NEWS TRIBUNE ^{III}Central Jersey _{.COM}

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA
Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Ad No.: 0005424866
Pymt Method Invoice
Net Amount \$78.86

Run Times: 1

No. of Affidavits: 1

Run Dates: 09/25/22

Text of Ad:

BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2022-05

NOTICE OF PENDING CAPITAL ORDINANCE

The capital ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough"), held on September 21, 2022. It will be further considered for final passage after public hearing thereon, at a meeting of said governing body to be held at Borough Hall, located at 51 Main Street, Helmetta, New Jersey, on October 19, 2022, at 7:00p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

A copy of this ordinance has been posted on the bulletin board upon which public notices are customarily posted in the Borough Hall of the Borough during the week prior to and up to and including the date of such meeting; copies of the ordinance are available to the general public of the Borough who shall request such copies, at the office of the Municipal Clerk in said Borough of Helmetta, in the County of Middlesex, New Jersey. The summary of the terms of such Capital ordinance follows:

Title: CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2022-03 ADOPTED ON AUGUST 17, 2022 AND PROVIDING FOR THE PRELIMINARY DESIGN OF IMPROVEMENTS TO LOCUST DRIVE, IN ORDER TO EXPAND THE SCOPE OF IMPROVEMENTS AUTHORIZED, AND TO APPROPRIATE AN ADDITIONAL \$353,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$380,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): The improvements hereby authorized to be undertaken consist of roadway improvements to Locust Drive, including, but not limited to, design, construction, inspection and material testing.

Appropriation: \$380,000
Section 20 Costs: \$100,000
Grant: \$292,756 NJDOT

MELISSA HALLERMAN, Acting Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

(\$43.86)

0005424866-01

**CERTIFICATE OF MUNICIPAL CLERK
EXTRACT OF MINUTES
SHOWING INTRODUCTION OF ORDINANCE**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on September 21, 2022, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to Capital Ordinance No. 2022-05 and the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 21st day of September, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)



MEETING OF MAYOR AND COUNCIL
MINUTES-SEPTEMBER 21, 2022
7:00PM

*MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE
Mayor Slavicek called the meeting to order at 7:04pm. All in attendance stood and Pledged Alliance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

*CALLING OF THE ROLL:

Mayor Slavicek
Councilman Reid
Councilman Dzingleski – absent
Councilman Duffy
Councilman Karczewski
Councilman Stasi – absent

Also in attendance was Business Administrator Sal Masucci and Borough Attorney Joseph Youssouf.

*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 of Govern adopted on January 4, 2022. 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 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.

No public comments.

*ACCEPTANCE OF MINUTES – August 17, 2022

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*CONSENT AGENDA

Report of Municipal Clerk, Tax Collector

RESOLUTIONS:

- 2022- 128: Appointment of Water and Sewer Operator Paul Reed
- 129: Certified Public Works Salary Increase Paul Reed
- 130: Governing Body Certification of the Annual Audit
- 131: Authorizing the Retiree Payout for Sandra Bohinski
- 132: Retro Pay for Staff
- 133: Credit of Water and Sewer Balance
- 134: Waiving of Type 1 Permit Fees
- 135: Payment of Bills

MOTION – Councilman Reid

SECONDED: Councilman Karczewski

ROLL CALL: 3-0

*REPORTS – Mayor, Committees, Attorney, Administrator

Mayor Slavicek stated Helmetta Day will be this upcoming Saturday starting at 4:00pm at the Pavilion. October 28th will be Hayrides and Bonfire at 7:00pm. Coffee with the Council will be November 12th at 9:00am at the Community Center. New Jersey League of Municipalities is in Atlantic City from November 15 thru November 17th. Maple Street project is finishing up. Councilman Karczewski discussed public safety with the Jamesburg Police Dept.

*Ordinance #2022-04 (Second Reading)

Ordinance for adoption of the Floodplain Management Regulations of Helmetta. An ordinance by the Mayor and Council of the Borough of Helmetta amending the Code of the Borough of Helmetta amending and supplementing Chapter 40 Section 119 of the Code of Helmetta to adopt flood hazard maps; to designate a Floodplain Administrator; and providing for severability and an effective date.

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

No comments from the public.

ADOPTION OF ORDINANCE:

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*Ordinance #2022-05 (First Reading)

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*Ordinance #2022-06 (First Reading)

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*CLOSED SESSION – Resolution pertaining to Matters: Contract Negotiation, Litigation, Personnel

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

*OPEN SESSION

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*RESOLUTION:

136: New Date/Time for November Council Meeting

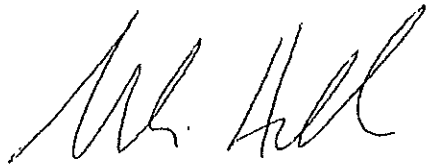
MOTION – Councilman Reid

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilman Reid at 8:05pm. All were in favor.

A handwritten signature in black ink, appearing to read "M. Hall", written in a cursive style.

Melissa Hallerman
Acting Municipal Clerk

**CERTIFICATE OF MUNICIPAL CLERK
EXTRACT OF MINUTES
SHOWING PUBLIC HEARING
AND FINAL ADOPTION OF ORDINANCE**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on October 19, 2022, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relates to Capital Ordinance No. 2022-05 and the subject matter referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 19th day of October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN, Acting Municipal Clerk

(SEAL)



MEETING OF MAYOR AND COUNCIL
MINUTES-OCTOBER 19, 2022
7:00PM

***MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE**
Mayor Slavicek called the meeting to order at 7:01pm. All in attendance stood and Pledged Allegiance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

***CALLING OF THE ROLL:**

Mayor Slavicek

Councilman Reid

Councilman Dzingleski

Councilman Duffy

Councilman Karczewski – absent

Councilman Stasi

Also in attendance was Business Administrator Salvatore Masucci and Borough Attorney Joseph Youssouf.

***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 of Govern adopted on January 4, 2022. 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 intent to harass will be tolerated. If such behavior occurs, then that individual

Business Administrator Sal Masucci stated Best Practices is 100% complete and we will be receiving funding. He will work with the CFO to determine the amount.

***Ordinance #2022-05 (Second Reading)**

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Stasi

No comments from the public.

ADOPTION OF THE ORDINANCE 2022-05:

MOTION – Councilman Dzingleski
ABSTAINED – Councilman Reid
ROLL CALL: 3-0

SECONDED – Councilman Stasi

***Ordinance #2022-06 (Second Reading)**

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

No comments from the public.

ADOPTION OF ORDINANCE 2022-06:

MOTION – Councilman Reid
ROLL CALL: 4-0

SECONDED – Councilman Dzingleski

***CLOSED SESSION – Resolution passed pertaining to the Matters: Attorney/Client Privilege and Contract Negotiations.**

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

***OPEN SESSION**

MOTION – Councilman Duffy
ROLL CALL: 4-0

SECONDED – Councilman Stasi

*ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Dzingleski and SECONDED by Councilman Reid at 7:44pm. All were in favor.

A handwritten signature in cursive script, appearing to read "Melissa Hallerman".

Melissa Hallerman
Acting Municipal Clerk

Ordinance #2022-05
Borough of Helmetta
County of Middlesex, State of New Jersey

Introduced: September 21, 2022

Recorded Vote

Motion made by: Councilman Karczewski

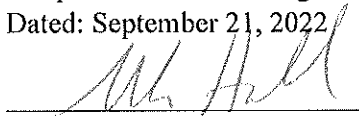
Second by: Councilman Duffy

Roll Call

	AYES	<u>RECORDED VOTE</u>		
		NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski				X
Councilman Duffy	X			
Councilman Karczewski	X			
Councilman Stasi				X

Adopted on First Reading

Dated: September 21, 2022


Melissa Hallerman
Acting Municipal Clerk

Adopted: October 19, 2022

Recorded Vote

Motion made by: Councilman Dzingleski

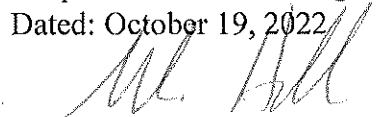
Second by: Councilman Stasi

Roll Call

	AYES	<u>RECORDED VOTE</u>		
		NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski	X			
Councilman Duffy	X			
Councilman Karczewski				X
Councilman Stasi	X			

Adopted on Second Reading

Dated: October 19, 2022


Melissa Hallerman
Acting Municipal Clerk

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA
Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Ad No.: 0005458964
Pymt Method Invoice
Net Amount \$65.96

Run Times: 1

No. of Affidavits: 1

Run Dates: 10/23/22

Text of Ad:

BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE
NO. 2022-05
CAPITAL ORDINANCE
STATEMENT AND SUMMARY

The capital ordinance, the summary terms of which are included herein, has been finally adopted by the governing body of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, by the recorded affirmative votes of at least two-thirds (2/3rds) of the full membership of the governing body on October 19, 2022, and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Municipal Clerk's office for members of the general public who request the same. The summary of the terms of such Capital ordinance follows:

Title: CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2022-03 ADOPTED ON AUGUST 17, 2022 AND PROVIDING FOR THE PRELIMINARY DESIGN OF IMPROVEMENTS TO LOCUST DRIVE, IN ORDER TO EXPAND THE SCOPE OF IMPROVEMENTS AUTHORIZED, AND TO APPROPRIATE AN ADDITIONAL \$353,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$380,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): The improvements hereby authorized to be undertaken consist of roadway improvements to Locust Drive, including, but not limited to, design, construction, inspection and material testing.

Appropriation: \$380,000

Section 20 Costs: \$100,000

Grant: \$292,756 NJDOT

MELISSA HALLERMAN, Acting Municipal Clerk

Borough of Helmetta

County of Middlesex, New Jersey

(\$30.96)

0005458964-01

CERTIFICATE AS TO CAPITAL BUDGET

I, DENISE MARABELLO, Chief Financial Officer of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that attached hereto is a true and complete copy of the 2022 Capital Budget of the Borough or a Capital Budget Amendment adopted October 19, 2022, which Capital Budget or Capital Budget Amendment shows the improvements authorized by Capital Ordinance No. 2022-05.

IN WITNESS WHEREOF I hereby set my hand this 19 day of October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY

Denise Marabello
DENISE MARABELLO, Chief Financial Officer

**MUNICIPAL CLERK'S CERTIFICATE
CONCERNING PUBLICATION AND NO-PROTEST**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), HEREBY CERTIFY that:

1. I am and was at all times referred to herein, the duly appointed Acting Municipal Clerk of the Borough. In this capacity, I have the responsibility to maintain the Minutes of the meetings of the governing body of the Borough and the records relative to all ordinances and resolutions of the Borough. The representations made herein are based upon the records of the Borough.

2. Attached hereto is a true and complete copy of Capital Ordinance No. 2022-05 which was passed by the governing body of the Borough on first reading on September 21, 2022 and finally adopted by said governing body on October 19, 2022 and the Mayor approved on October 19, 2022.

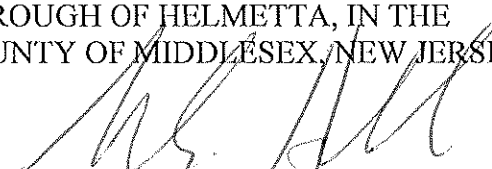
3. On September 21, 2022, I caused to be posted, in the principal municipal building of the Borough at the place where public notices are customarily posted, a copy of said Ordinance and a notice that copies of the Ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the Ordinance by the governing body. Copies of the Ordinance were made available to all who requested same.

4. After introduction, the Ordinance was duly published on September 25, 2022 and after final passage, the Ordinance was duly published on October 23, 2022. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the Ordinance has been presented to the governing body or to me or filed in my office within twenty (20) days after said publication following final adoption or at any other time after the final passage thereof.

5. A certified copy of the Ordinance and a copy of the amended capital budget form, if required, have been filed with the Director of the Division of Local Government Services.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 16th day of November, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN, Acting Municipal Clerk

(SEAL)

(Note: This Certificate must be executed no earlier than 11 days following the first publication after adoption of the Ordinance.)

Ordinance #2022-05
Borough of Helmetta
County of Middlesex, State of New Jersey

Introduced: September 21, 2022

Recorded Vote

Motion made by: Councilman Karczewski

Second by: Councilman Duffy

Roll Call

		<u>RECORDED VOTE</u>		
	AYES	NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski				X
Councilman Duffy	X			
Councilman Karczewski	X			
Councilman Stasi				X

Adopted on First Reading
Dated: September 21, 2022


Melissa Hallerman
Acting Municipal Clerk

Adopted: October 19, 2022

Recorded Vote

Motion made by: Councilman Dzingleski

Second by: Councilman Stasi

Roll Call

		<u>RECORDED VOTE</u>		
	AYES	NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski	X			
Councilman Duffy	X			
Councilman Karczewski				X
Councilman Stasi	X			

Adopted on Second Reading
Dated: October 19, 2022


Melissa Hallerman
Acting Municipal Clerk

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX**

CAPITAL ORDINANCE NO. 2022-06

CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough Council of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") has determined to provide for Geographic Information System (GIS) Mapping - Phases I, II, III and IV; and

WHEREAS, the Borough has available \$12,400 in the Borough's General Capital Improvement Fund, \$3,500 in the Borough's Water Capital Improvement Fund, and \$6,600 in the Borough's Sewer Capital Improvement Fund.

NOW, THEREFORE, BE IT ORDAINED by the BOROUGH COUNCIL OF THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY, AS FOLLOWS:

Section 1. The improvements described in Section 2 of this ordinance are hereby authorized as general capital, water capital and sewer capital improvements to be undertaken in and by the Borough. For the improvements or purposes described in Section 2, there is hereby appropriated \$22,500, said sum being inclusive of \$12,400 from the Borough's General Capital Improvement Fund, \$3,500 from the Borough's Water Capital Improvement Fund, and \$6,600 from the Borough's Sewer Capital Improvement Fund.

Section 2. The improvements hereby authorized to be undertaken consist of GIS Utility System Mapping maintenance and updates for the Borough, together with all purposes necessary, incidental or appurtenant thereto, all as shown on and in accordance with contracts, plans, specifications or requisitions therefor on file with or through the Borough Clerk, as finally approved by the governing body of the Borough.

Section 3. The 2022 capital budget of the Borough will conform to the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. An aggregate amount not exceeding \$1,650 for engineering costs, legal fees and other items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included as part of the cost of said improvements and is included in the estimated cost indicated herein for said improvements.

Section 5. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 6. This ordinance shall take effect as provided by law.

CERTIFICATE AS TO ORDINANCE

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Ordinance No. 2022-06 which was introduced at a duly convened meeting of the Borough Council on September 21, 2022, and finally adopted at a duly convened meeting of the Borough Council on October 19, 2022 and has not been repealed, revoked, rescinded or amended and remains in full force and effect.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 19th day of October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)

DOCUMENT LIST

CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

- *1. General Certificate of Borough Clerk regarding Incumbency of Municipal Officers
 - a. Original newspaper affidavits of publication attached showing publication of regular meetings in compliance with the Open Public Meetings Act.
2. Certificate as to Debt Statements (N/A)
 - a. Annual Debt Statement
 - b. Supplemental Debt Statement showing date of filing with Borough Clerk (prior to introduction of ordinance) and email confirmation of receipt from the Division of Local Government Services.
3. Certificate of Financial Officer Concerning Down Payment (N/A)
4. Notice of Pending Ordinance
5. Extract of Minutes showing Introduction of Ordinance and Certificate of Borough Clerk
6. Extract of Minutes showing Public Hearing and Final Adoption of Ordinance and Certificate of Borough Clerk
7. Notice of Final Adoption and Certificate of Borough Clerk
8. Certificate as to Capital Budget
9. Borough Clerk's Certificate Concerning Publication and No-Protest
10. Affidavits of Publication showing Ordinance as introduced and on final passage

*If introduction, public hearing or adoption of ordinance occurred at a meeting where special notice was given, please provide an affidavit of publication with respect thereto.

GENERAL CERTIFICATE OF BOROUGH CLERK

2022

(On File, please contact us with any changes)

HOME NEWS TRIBUNE ^{III}Central Jersey _{.COM}

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA

Ad No.: 0005424883

Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Pymt Method Invoice
Net Amount \$72.41

Run Times: 1

No. of Affidavits: 1

Run Dates: 09/25/22

Text of Ad:

NOTICE OF PENDING CAPITAL ORDINANCE

The capital ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough"), held on September 21, 2022. It will be further considered for final passage after public hearing thereon, at a meeting of said governing body to be held at Borough Hall, located at 51 Main Street, Helmetta, New Jersey, on October 19, 2022, at 7:00 p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

A copy of this ordinance has been posted on the bulletin board upon which public notices are customarily posted in the Borough Hall of the Borough during the week prior to and up to and including the date of such meeting; copies of the ordinance are available to the general public of the Borough who shall request such copies, at the office of the Municipal Clerk in said Borough of Helmetta, in the County of Middlesex, New Jersey. The summary of the terms of such capital ordinance follows:

Title: CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): The improvements hereby authorized to be undertaken consist of GIS Utility System Mapping maintenance and updates for the Borough.

Appropriation: \$22,500

Section 20 Costs: \$1,650

MELISSA HALLERMAN, Acting Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

(\$37.41)


0005424883-01

**CERTIFICATE OF BOROUGH CLERK
EXTRACT OF MINUTES
SHOWING INTRODUCTION OF ORDINANCE**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on September 21, 2022, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to Ordinance No. 2022-06 and the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 21st day of September, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)



MEETING OF MAYOR AND COUNCIL
MINUTES-SEPTEMBER 21, 2022
7:00PM

*MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE
Mayor Slavicek called the meeting to order at 7:04pm. All in attendance stood and Pledged Alliance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

*CALLING OF THE ROLL:

Mayor Slavicek
Councilman Reid
Councilman Dzingleski – absent
Councilman Duffy
Councilman Karczewski
Councilman Stasi – absent

Also in attendance was Business Administrator Sal Masucci and Borough Attorney Joseph Youssouf.

*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 of Govern adopted on January 4, 2022. 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 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.

No public comments.

*ACCEPTANCE OF MINUTES – August 17, 2022

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*CONSENT AGENDA

Report of Municipal Clerk, Tax Collector

RESOLUTIONS:

- 2022- 128: Appointment of Water and Sewer Operator Paul Reed
- 129: Certified Public Works Salary Increase Paul Reed
- 130: Governing Body Certification of the Annual Audit
- 131: Authorizing the Retiree Payout for Sandra Bohinski
- 132: Retro Pay for Staff
- 133: Credit of Water and Sewer Balance
- 134: Waiving of Type I Permit Fees
- 135: Payment of Bills

MOTION – Councilman Reid

SECONDED: Councilman Karczewski

ROLL CALL: 3-0

*REPORTS – Mayor, Committees, Attorney, Administrator

Mayor Slavicek stated Helmetta Day will be this upcoming Saturday starting at 4:00pm at the Pavilion. October 28th will be Hayrides and Bonfire at 7:00pm. Coffee with the Council will be November 12th at 9:00am at the Community Center. New Jersey League of Municipalities is in Atlantic City from November 15 thru November 17th. Maple Street project is finishing up. Councilman Karczewski discussed public safety with the Jamesburg Police Dept.

*Ordinance #2022-04 (Second Reading)

Ordinance for adoption of the Floodplain Management Regulations of Helmetta. An ordinance by the Mayor and Council of the Borough of Helmetta amending the Code of the Borough of Helmetta amending and supplementing Chapter 40 Section 119 of the Code of Helmetta to adopt flood hazard maps; to designate a Floodplain Administrator; and providing for severability and an effective date.

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

No comments from the public.

ADOPTION OF ORDINANCE:

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*Ordinance #2022-05 (First Reading)

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 3-0

*Ordinance #2022-06 (First Reading)

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*CLOSED SESSION – Resolution pertaining to Matters: Contract Negotiation, Litigation, Personnel

MOTION – Councilman Karczewski

SECONDED – Councilman Reid

ROLL CALL: 3-0

*OPEN SESSION

MOTION – Councilman Duffy

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*RESOLUTION:

136: New Date/Time for November Council Meeting

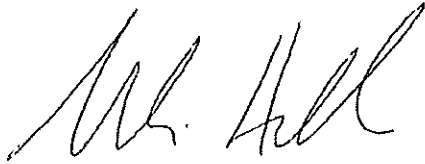
MOTION – Councilman Reid

SECONDED – Councilman Karczewski

ROLL CALL: 3-0

*ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilman Reid at 8:05pm. All were in favor.

A handwritten signature in black ink, appearing to read "M. Hall", written in a cursive style.

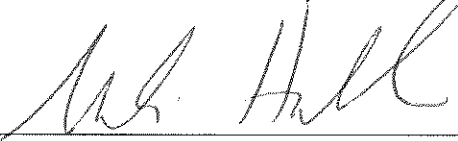
Melissa Hallerman
Acting Municipal Clerk

**CERTIFICATE OF BOROUGH CLERK
EXTRACT OF MINUTES
SHOWING PUBLIC HEARING
AND FINAL ADOPTION OF ORDINANCE**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on October 19, 2022, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relates to Ordinance No. 2022-06 and the subject matter referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 19th day on October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)



MEETING OF MAYOR AND COUNCIL
MINUTES-OCTOBER 19, 2022
7:00PM

***MEETING CALLED TO ORDER – SALUTE TO THE FLAG – MOMENT OF SILENCE**
Mayor Slavicek called the meeting to order at 7:01pm. All in attendance stood and Pledged Allegiance to the Flag. A moment of silence was observed for the men and women in our military protecting our freedom.

***CALLING OF THE ROLL:**

Mayor Slavicek

Councilman Reid

Councilman Dzingleski

Councilman Duffy

Councilman Karczewski – absent

Councilman Stasi

Also in attendance was Business Administrator Salvatore Masucci and Borough Attorney Joseph Youssof.

***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 of Govern adopted on January 4, 2022. 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 intent to harass will be tolerated. If such behavior occurs, then that individual

Business Administrator Sal Masucci stated Best Practices is 100% complete and we will be receiving funding. He will work with the CFO to determine the amount.

*Ordinance #2022-05 (Second Reading)

Capital Ordinance Amending in Part Capital Ordinance No. 2022-03 Adopted on August 17, 2022 and providing for the preliminary design of improvements to Locust Drive, in order to expand the scope of improvements authorized, and to appropriate an additional \$353,000 therefor, for a total appropriation of \$380,000, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Stasi

No comments from the public.

ADOPTION OF THE ORDINANCE 2022-05:

MOTION – Councilman Dzingleski
ABSTAINED – Councilman Reid
ROLL CALL: 3-0

SECONDED – Councilman Stasi

*Ordinance #2022-06 (Second Reading)

Capital Ordinance providing for Geographic Information System Mapping – Phases I, II, III, IV, and appropriating \$22,500 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

No comments from the public.

ADOPTION OF ORDINANCE 2022-06:

MOTION – Councilman Reid
ROLL CALL: 4-0

SECONDED – Councilman Dzingleski

*CLOSED SESSION – Resolution passed pertaining to the Matters: Attorney/Client Privilege and Contract Negotiations.

MOTION – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Reid

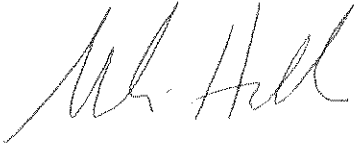
*OPEN SESSION

MOTION – Councilman Duffy
ROLL CALL: 4-0

SECONDED – Councilman Stasi

*ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Dzingleski and SECONDED by Councilman Reid at 7:44pm. All were in favor.

A handwritten signature in cursive script, appearing to read "Melissa Hallerman".

Melissa Hallerman
Acting Municipal Clerk

Ordinance #2022-06
Borough of Helmetta
County of Middlesex, State of New Jersey

Introduced: September 21, 2022
Recorded Vote
Motion made by: Councilman Duffy
Second by: Councilman Karczewski

Roll Call

	AYES	<u>RECORDED VOTE</u>		
		NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski				X
Councilman Duffy	X			
Councilman Karczewski	X			
Councilman Stasi				X

Adopted on First Reading
Dated: September 21, 2022

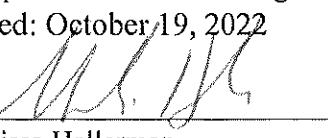

Melissa Hallerman
Acting Municipal Clerk

Adopted: October 19, 2022
Recorded Vote
Motion made by: Councilman Reid
Second by: Councilman Dzingleski

Roll Call

	AYES	<u>RECORDED VOTE</u>		
		NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski	X			
Councilman Duffy	X			
Councilman Karczewski				X
Councilman Stasi	X			

Adopted on Second Reading
Dated: October 19, 2022


Melissa Hallerman
Acting Municipal Clerk

HOME NEWS TRIBUNE ^{III}Central Jersey

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA
Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Ad No.: 0005458973
Pymt Method: Invoice
Net Amount: \$59.94

Run Times: 1

No. of Affidavits: 1

Run Dates: 10/23/22

Text of Ad:

BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2022-06
ORDINANCE STATEMENT AND SUMMARY
The capital ordinance, the summary terms of which are included herein, has been finally adopted by the governing body of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), by the recorded affirmative votes of at least two-thirds (2/3rds) of the full membership of the governing body on October 19, 2022, and the ten (10) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such capital ordinance follows:
Title: CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY
Purpose(s): The improvements hereby authorized to be undertaken consist of GIS Utility System Mapping maintenance and updates for the Borough.
Appropriation: \$22,500
Section 20 Costs: \$1,650
MELISSA HALLERMAN, Acting Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey
(\$24.94)

0005458973-01

CERTIFICATE AS TO CAPITAL BUDGET

I, DENISE MARABELLO, Chief Financial Officer of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that attached hereto is a true and complete copy of the 2022 Capital Budget of the Borough or a Capital Budget Amendment adopted _____, 2022, which Capital Budget or Capital Budget Amendment shows the improvements authorized by Ordinance No. 2022-06.

IN WITNESS WHEREOF, I have hereunto set my hand of said Borough, this 3rd day of November, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY

Denise Marabello
DENISE MARABELLO,
Chief Financial Officer

**BOROUGH CLERK'S CERTIFICATE
CONCERNING PUBLICATION AND NO-PROTEST**

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), HEREBY CERTIFY that:

1. I am and was at all times referred to herein, the duly appointed Acting Municipal Clerk of the Borough. In this capacity, I have the responsibility to maintain the Minutes of the meetings of the governing body of the Borough and the records relative to all ordinances and resolutions of the Borough. The representations made herein are based upon the records of the Borough.

2. Attached hereto is a true and complete copy of Ordinance No. 2022-06 which was passed by the governing body of the Borough on first reading on September 21, 2022 and finally adopted by said governing body on October 19, 2022 and approved by the Mayor on October 19, 2022.


3. On September 21, 2022, I caused to be posted, in the principal municipal building of the Borough at the place where public notices are customarily posted, a copy of said Ordinance and a notice that copies of the Ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the Ordinance by the governing body. Copies of the Ordinance were made available to all who requested same.

4. After introduction, the Ordinance was duly published on September 25, 2022 and after final passage, the Ordinance was duly published on October 23, 2022. No protest signed by any person against making the improvement authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the Ordinance has been presented to the governing body or to me or filed in my office within ten (10) days after said publication following final adoption or at any other time after the final passage thereof.

5. A certified copy of the Ordinance and a copy of the amended capital budget form, if required, have been filed with the Director of the Division of Local Government Services.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 2nd day of November, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)

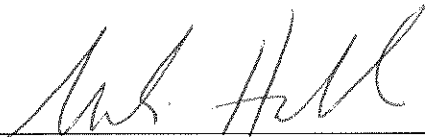
(Note: This Certificate must be executed no earlier than 11 days following the first publication after adoption of the Ordinance.)

CERTIFICATE AS TO AFFIDAVITS OF PUBLICATION

I, MELISSA HALLERMAN, Acting Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, New Jersey, HEREBY CERTIFY, that annexed hereto are true and complete copies of the Affidavits of Publication relating to Ordinance No. 2022-06, as published on September 25, 2022 following introduction and as published on October 23, 2022 following final adoption.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough of Helmetta this 23rd day of October, 2022.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Acting Municipal Clerk

(SEAL)

HOME NEWS TRIBUNE ^{III}Central Jersey .COM

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA

Ad No.: 0005424883

Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Pymt Method: Invoice
Net Amount: \$72.41

Run Times: 1

No. of Affidavits: 1

Run Dates: 09/25/22

Text of Ad:

NOTICE OF PENDING CAPITAL ORDINANCE

The capital ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough"), held on September 21, 2022. It will be further considered for final passage after public hearing thereon, at a meeting of said governing body to be held at Borough Hall, located at 51 Main Street, Helmetta, New Jersey, on October 19, 2022, at 7:00 p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

A copy of this ordinance has been posted on the bulletin board upon which public notices are customarily posted in the Borough Hall of the Borough during the week prior to and up to and including the date of such meeting; copies of the ordinance are available to the general public of the Borough who shall request such copies, at the office of the Municipal Clerk in said Borough of Helmetta, in the County of Middlesex, New Jersey. The summary of the terms of such capital ordinance follows:

Title: CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): The improvements hereby authorized to be undertaken consist of GIS Utility System Mapping maintenance and updates for the Borough.

Appropriation: \$22,500

Section 20 Costs: \$1,650

MELISSA HALLERMAN, Acting Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

(\$37.41)

0005424883-01

HOME NEWS TRIBUNE ^{III}Central Jersey _{.COM}

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA

Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Ad No.: 0005458973

Pymt Method Invoice

Net Amount \$59.94

Run Times: 1

No. of Affidavits: 1

Run Dates: 10/23/22

Text of Ad:

BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2022-06
ORDINANCE STATEMENT AND SUMMARY

The capital ordinance, the summary terms of which are included herein, has been finally adopted by the governing body of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), by the recorded affirmative votes of at least two-thirds (2/3rds) of the full membership of the governing body on October 19, 2022, and the ten (10) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such capital ordinance follows:

Title: CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM MAPPING - PHASES I, II, III AND IV, AND APPROPRIATING \$22,500 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): The improvements hereby authorized to be undertaken consist of GIS Utility System Mapping maintenance and updates for the Borough.

Appropriation: \$22,500

Section 20 Costs: \$1,650

MELISSA HALLERMAN, Acting Municipal Clerk

Borough of Helmetta

County of Middlesex, New Jersey

(\$24.94)

0005458973-01

Ordinance #2022-06
Borough of Helmetta
County of Middlesex, State of New Jersey

Introduced: September 21, 2022
Recorded Vote
Motion made by: Councilman Duffy
Second by: Councilman Karczewski

Roll Call

		<u>RECORDED VOTE</u>		
	AYES	NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski				X
Councilman Duffy	X			
Councilman Karczewski	X			
Councilman Stasi				X

Adopted on First Reading
Dated: September 21, 2022



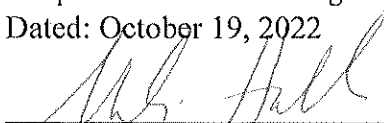
Melissa Hallerman
Acting Municipal Clerk

Adopted: October 19, 2022
Recorded Vote
Motion made by: Councilman Reid
Second by: Councilman Dzingleski

Roll Call

		<u>RECORDED VOTE</u>		
	AYES	NAYS	ABSTAIN	ABSENT
Councilman Reid	X			
Councilman Dzingleski	X			
Councilman Duffy	X			
Councilman Karczewski				X
Councilman Stasi	X			

Adopted on Second Reading
Dated: October 19, 2022



Melissa Hallerman
Acting Municipal Clerk