



MEETING OF MAYOR AND COUNCIL
FEBRUARY 19, 2025 – MINUTES
7:00PM

* MEETING CALLED TO ORDER - SALUTE TO THE FLAG - MOMENT OF SILENCE
Mayor Slavicek called the meeting to order at 7:00pm. All in attendance stood for a moment of silence for our armed forces serving to protect us.

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Karczewski

Councilwoman Bohinski

Councilman Duffy

Councilman Dzingleski

Councilman Reid

Councilman Stasi - absent

Also in attendance was Borough Engineer Ernie Feist and Business Administrator Matthew Crane.

* 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.

*COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PUBLIC HEARING

OPEN PUBLIC HEARING

MOTION – Councilman Dzingleski SECONDED – Councilman Reid

ROLL CALL: 5-0

No member of the public spoke.

CLOSED PUBLIC HEARING

MOTION – Councilman Dzingleski SECONDED – Councilman Duffy

ROLL CALL: 5-0

* 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. Everyone will be given five minutes to speak as per the Rules to Govern adopted January 3, 2024. 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.

John Daly, 11 York Drive.

Mr. Daly stated that when it rains there is a big puddle in front of the port-a-john at the Maple Street Park and inquired if the Borough can put down stones. The Mayor stated that we will speak to the Director of the DPW. Mr. Daly asked if there is an ordinance for shoveling your sidewalk after a snowstorm, the Mayor stated that there is.

Rocco DeSantis, 14 George W Helme Drive.

Mr. DeSantis stated that on Monday morning during the recycling pick up because it was so windy many residents in the Regency Walk community had their recycling blown all over the road. He inquired if there is a way for the recycling company to come back. The Mayor gave him a number to contact the recycling company. Mr. DeSantis stated that the recycling company also came at 6:00am and many residents did not have it out yet. Council President Karczewski stated that there is an ordinance that no large trucks are to come through town until 7:00am. Business Administrator Crane will let the Director of the DPW know as he will contact the recycling company. Mr. DeSantis inquired about the potholes on High Street and Main Street. The Mayor stated that we will look into it because it may be Conrail's property. Business Administrator Crane will let the Director of the DPW know. Mr. DeSantis stated that over the past few weekends on Thursday, Friday and Saturday evenings they have seen many young kids in the Regency Walk community. They are ringing doorbells and then running away and knocking on windows. By the time they call the police, and they arrive, the kids are already gone. Council President Karczewski will contact the Chief of police to inquire about proactively patrol the area.

Yvonna Dzietyczk, owner of 4 Main Street.

She stated that her husband has been in the hospital, and they are aware there have been complaints about them not shoveling in front of their business. She apologized and said it will be taken care of in the future. The contractor that was shoveling for them is no longer renting space in their building. She stated that the neighbors that complain about their business are

constantly watching them. She stated that she knows that Tony is the one making the complaints and that's because he wants to buy their property. She stated that they invested in the property and many Helmetta residents are their tenants. She feels that she is following the rules and does not know why she is constantly being watched. She stated that whenever there is a complaint the Code Enforcer comes out and gives them a violation and then they have to go to court. She would like to meet with the Code Enforcer and the Mayor. She stated that the neighbors that are complaining about the noise should have known when they moved in that they were going to be close to a commercial business. She stated it is not a residential zone; it is a commercial zone. She stated it is like moving next to the train tracks and then complaining that you hear a train. She feels that Tony is harassing her and constantly contacting her lawyer. The Mayor advised her to have her attorney reach out to the Borough attorney, that he cannot discuss anything further since litigation was threatened against the Borough.

* ACCEPTANCE OF MINUTES – January 15, 2025

MOTION – Councilman Dzingleski SECONDED – Councilman Reid

ROLL CALL: 5-0

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector for January 2025

RESOLUTIONS:

- 2025 – 61: Acceptance of Resignation of Borough Attorney – Joseph Youssouf, Esq.
62: Appointment of Borough Attorney – Sandra Graise, Esq.
63: Agreement for Municipal Advisor and Continuing Disclosure Service
64: Authorization for Reimbursement to Regency Walk Homeowners Association
65: Authorization for Reimbursement to Lofts at Helmetta
66: Authorization to sign agreement for CDBG Funds
67: Temporary Emergency Appropriations #1
68: Authorization for Reimbursement to Heather Glen Condominium Association
69: Bill List
70: Authorization for Middlesex County Improvement Authority to Pay All American Ford of Paramus

MOTION – Councilwoman Bohinski SECONDED – Councilman Karczewski

ROLL CALL: 5-0

* REPORTS of Committees, Business Administrator

Councilman Dzingleski spoke on upcoming events in the Borough including International Women's Day on March 8th, Lucky Leprechaun Leap on March 17th, Dunk with the DPW on March 20th, and the Rabies Clinic on March 25th.

Councilman Reid thanked everyone that came out for the Pizza and Pop with a Cop and the Service and Sweets Valentine's Day card creations for Veterans and our troops.

Council President Karczewski stated that he did not have a public safety meeting but has been in contact with the Chief over any issues or concerns in the Borough.

Councilman Duffy read a statement from Paul Reed, Director of Public Works that stated: Winter weather has been ongoing, and we have been dealing with it accordingly. No issues to report. Gazebo for Maple Street Park is in the works. Waiting to hear from the contractor for the prep work schedule. Looking forward to having this completed by early Spring. Waiting to hear back from North American Pipe for a jetting of the sanitary line on Lake Ave. to clear a partial blockage that was noticed during sanitary inspections. AT&T has a contractor working on their equipment at the tower and work should be completed in the next week or two, pending the weather. A more permanent removable set up for the pavilion lot bistro lighting is in the work for our events. Routine work is ongoing. I would also like to add the importance of the Community Center roof being redone as it is crucial to the structure's integrity. We need to spackle and paint the walls and ceiling, however with the roof in the condition it is currently in that would only be a band aid and quite frankly a waste of money.

Councilwoman Bohinski stated that the Board of Education is continuing their search for a Superintendent.

Mayor Slavicek would like to thank the DPW for all of their hard work with the snowstorms and inclement weather. He hosted a Sweet Staff appreciation on Valentine's Day and provided lunch for all the hard-working employees of the Borough. He will once again be participating in Read Across America Day in the school district.

Business Administrator Matthew Crane stated that he and Melissa Hallerman completed the Recreation grant and we are awaiting to hear back on it.

Municipal Clerk Melissa Hallerman stated that the County will be hosting a fraud prevention seminar in March, all are welcome to attend. More information is on our website. Planning has started for 2025 Spark in the Park, save the date of July 3rd. Planning has also begun for Elections of 2025, as it is anticipated to have a large turnout for both Primary and General as it is an election for New Jersey Governor.

* CLOSED SESSION – Resolution 2025-71 pertaining to potential litigation.

MOTION – Councilman Dzingleski SECONDED – Councilman Karczewski
ROLL CALL: 5-0

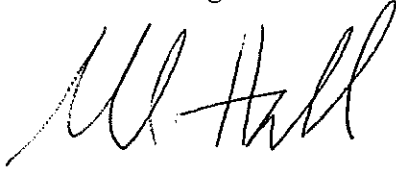
* OPEN SESSION

MOTION – Councilman Duffy SECONDED – Councilman Karczewski

ROLL CALL: 5-0

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Dzingleski and SECONDED by Councilman Reid at 8:13pm. All were in favor.

A handwritten signature in black ink, appearing to read "Melissa Hallerman". The signature is written in a cursive, flowing style.

Melissa Hallerman, RMC
Municipal Clerk

**RESOLUTION
#2025-61**

I, Christopher Slavicek, Mayor of the Borough of Helmetta, with the advice and consent of the Borough Council, do hereby acknowledge the resignation of _____

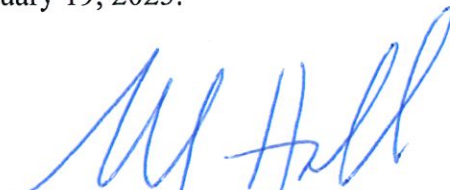
JOSEPH YOUSOUF

As BOROUGH ATTORNEY for the Borough of Helmetta.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk



Joseph D. Youssouf

Attorney at Law

137 Route 9 South • P.O. Box 809

Manalapan, New Jersey 07726

732-972-3010 Fax 732-972-1521

jyoussouf@aol.com

January 29, 2025

Mayor and Council
Borough of Helmetta
51 Main Street
Helmetta, New Jersey 08828

Dear Mayor and Council:

It is with deep regret that I must tender my resignation as Borough Attorney for the Borough of Helmetta. The reason for my resignation is that I was recently diagnosed with a serious health condition that will negatively impact my ability to fulfill the duties of a municipal attorney.

I want to thank you all for the trust you reposed in me when you picked me to be Borough Attorney for your community. Please accept my heartfelt gratitude and appreciation.

Very truly yours,

Joseph D. Youssouf, Esq.

RESOLUTION
#2025- 62

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR
PROFESSIONAL SERVICES TO SANDRA GRAISE, ESQ. FROM
FLORIO PERRUCCI STEINHARDT CAPPELLI & TIPTON, LLC
FOR LEGAL SERVICES AS THE BOROUGH ATTORNEY
FOR THE 2025 CALENDAR YEAR.**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there exists a need for legal services for the 2025 calendar year; and

WHEREAS, Sandra Graise, Esq., has submitted a proposal indicating that she will provide legal services as the Borough Attorney for the Borough of Helmetta at the rate of \$200.00 per hour for all legal matter, \$300.00 per hour for matter of complex nature or unusual diligence, and \$100.00 per hour for all paralegal services to the Borough; and

WHEREAS, the term of this contract is one (1) year from February 19, 2025 to December 31, 2025; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Sandra Graise, Esq. has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Sandra Graise, Esq. has completed and submitted the necessary disclosure of political contributions pursuant to NJ.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, NJ.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Sandra Gracie, Esq. from Florio Perrucci Steinhardt Cappelli & Tipton, LLC for the provision of legal services as the Borough Attorney for the 2025 calendar year; and

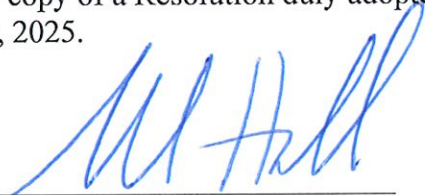
BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 5-01-20-712-020.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



 MELISSA HALLERMAN, RMC
 Municipal Clerk

RESOLUTION
#2025-63

MUNICIPAL ADVISOR AND CONTINUING DISCLOSURE SERVICES

WHEREAS by the Mayor and Council of the Borough of Helmetta authorize to continue services with the Phoenix Advisors, LLC

WHEREAS this agreement (the "Agreement"), made and entered into on January 01, 2025, by and between Helmetta Borough, 51 Main Street, Helmetta, NJ 08828-1127 (the "Client"), and, 625 Farnsworth Avenue, Bordentown, NJ 08505 ("Phoenix Advisors"),

WHEREAS Phoenix Advisors has expertise across a variety of disciplines, including but not limited to municipal advisor services, continuing disclosure, rating agency surveillance, project finance, debt management and financial consulting, and being duly registered as a Municipal Advisor with the Securities and Exchange Commission (the "SEC") and the Municipal Securities Rulemaking Board (the "MSRB"), is qualified to perform such professional services;

WHEREAS the Client desires to engage Phoenix Advisors to perform the professional services set forth in the exhibits hereto; and

WHEREAS the terms and conditions under which Phoenix Advisors will provide such services to the Client are set forth herein; NOW, THEREFORE, THE PARTIES HERETO, IN CONSIDERATION OF MUTUAL COVENANTS HEREIN CONTAINED AND OTHER GOOD AND VALUABLE CONSIDERATION, EACH INTENDING TO BE LEGALLY BOUND, HEREBY AGREE AS FOLLOWS:

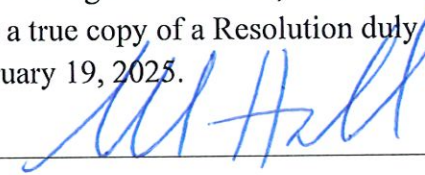
WHEREAS. Phoenix Advisors will perform the professional services set forth in the exhibits hereto. This Agreement shall have a term of one year. This Agreement is subject to annual renewal and may be terminated by either the Client or Phoenix Advisors upon thirty (30) days prior written notice. The client agrees to the compensation schedule as set forth in the exhibits hereto. There shall be no additional charge for out-of-pocket expenses incurred by Phoenix Advisors unless specifically agreed. Should any modification of fees become appropriate, the client shall receive written notification. In the event of termination of the agreement, Phoenix Advisors reserves the right to receive payment of its fee, calculated on a pro rata basis, for all services rendered under this Agreement up to and including the date of termination. Professional Qualifications for Municipal Advisor Services. Under SEC and MSRB regulations, municipal advisor professionals owe a fiduciary duty to the Client. Any person that provides advice to municipal entities concerning the issuance of municipal securities must be registered with the SEC and the MSRB. Any Phoenix Advisors professional providing municipal advisory advice to our clients 1 must hold a Series 50 Municipal Advisor Representative license.

BE IT RESOLVED by the Borough Council of the Borough of Helmetta and the Mayor hereby authorized the execution of this agreement.

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

CERTIFICATION

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MELISSA HALLERMAN, RMC
Municipal Clerk

**RESOLUTION
2025 - 64**

**RESOLUTION AUTHORIZING REIMBURSEMENT TO REGENCY WALK
HOMEOWNERS ASSOCIATION PURSUANT TO N.J.S.A. 40:67-23.2 et seq., AS
AMENDED, FOR THE YEAR 2024**

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

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

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

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

WHEREAS, the Association submitted bills from Jersey Central Power & Light for street lighting for the year 2024 in the amount of \$3,141.04; and

WHEREAS, the Public Works Supervisor has determined that, under the Borough's agreements in place for 2024, it would have cost the Borough \$901.60 to perform comparable leaf recycling services & snow removal.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of \$4,042.64 to Regency Walk Homeowners Association representing 2024 street light reimbursement of \$3,141.04 and leaf recycling reimbursement of \$901.60.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



 MELISSA HALLERMAN, RMC
 Municipal Clerk

**RESOLUTION
2025-65**

**RESOLUTION AUTHORIZING REIMBURSEMENT TO LOFTS AT HELMETTA
PURSUANT TO N.J.S.A. 40:67-23.2 et seq., AS AMENDED, FOR THE YEAR 2023**

WHEREAS, Lofts at Helmetta (the “Lofts”) is a qualified private community pursuant to Chapter 299, Public Law 1989, as amended (the “Law”); and

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

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

WHEREAS, Kaplan Companies submitted bills from Central Jersey Waste for garbage and recycling services for the year 2024 in the amount of \$33,987.24 which represents garbage for recycling pickup at twice the frequency of the Borough pickup; and

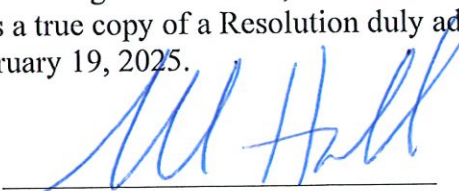
WHEREAS, the Borough agrees to the amount in the Solid Waste Collection Agreement in the amount of \$28,209.41.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of twenty-eight thousand two hundred nine and forty-one cents to Lofts at Helmetta representing 2024 garbage reimbursement.

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

CERTIFICATION

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 MELISSA HALLERMAN, RMC
 Municipal Clerk

RESOLUTION

2025-66

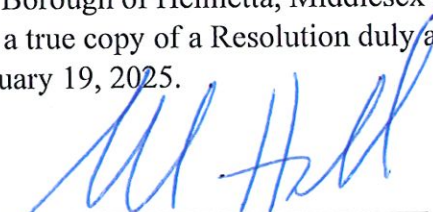
**AUTHORIZING THE BOROUGH OF HELMETTA TO SIGN AN AGREEMENT
WITH THE COUNTY OF MIDDLESEX FOR THE CDBG FUNDS**

Be it resolved, that the Mayor and Municipal Clerk are hereby authorized to sign the subgrant for CDBG funds for public service activities and improvements.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

RESOLUTION

#2025-67

TEMPORARY EMERGENCY APPROPRIATION #1

WHEREAS, in the normal operation of the business of the Borough of Helmetta, it will be necessary for making contract, commitments, and payment prior to the adoption of the regular 2025 budget for the Borough of Helmetta; and

WHEREAS, revised Statue 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make the temporary appropriation to provide for any contracts, commitments, or payments to be made between the beginning of the budget year and the adoption of the final budget: and

WHEREAS, the date of the resolution is within the first thirty (30) days of the January 2025; and

WHEREAS, the total amount of appropriations hereunder of \$364,550.00 does not exceed the twenty-six and one quarter percent (26.25%) of the total budget appropriations of the Borough of Helmetta for 2024, exclusive of any 2025 appropriation made for the debt services, capital improvement fund and public assistance, and exclusive of 2025 debt services appropriation.

NOW, THEREFORE, BE IT RESOLVED, that the following temporary budget for the Borough of Helmetta for the year 2025 be adopted, and a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer for their records.

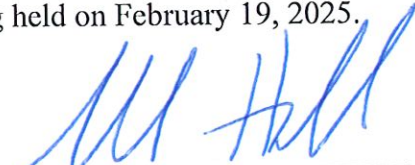
CURRENT FUND		
5-01-20-120-010	Municipal Clerk S&W	\$5,000.00
5-01-20-120-020	Municipal Clerk OE	\$2,000.00
5-01-20-701-010	Administrator S&W	\$5,000.00
5-01-20-705-010	Finance S&W	\$5,000.00
5-01-20-705-021	Finance OE	\$2,000.00
5-01-20-708-010	Revenue Admin Tax Collection S&W	\$2,500.00
5-01-20-710-010	Tax Assessor S&W	\$3,000.00
5-01-20-712-020	Legal Services OE	\$8,000.00
5-01-21-720-010	Planning Board S&W	\$1,550.00
5-01-22-725-010	Code Enforcement S&W	\$1,500.00
5-01-23-733-020	Health Insurance Employee	\$50,000.00

5-01-25-749-020	Fire OE	\$2,000.00
5-01-25-752-010	Fire Prevention Bureau S&W	\$1,000.00
5-01-25-757-020	Municipal Prosecutor OE	\$1,000.00
5-01-26-315-020	Vehicle Maintenance-DPW	\$5,000.00
5-01-26-765-010	Streets & Roads S&W	\$30,000.00
5-01-26-765-020	Streets & Roads OE	\$10,000.00
5-01-26-772-020	Buildings & Grounds OE	\$10,000.00
5-01-27-788-010	Animal Control S&W	\$500.00
5-01-28-796-020	Parks OE	\$3,900.00
5-01-31-825-020	Electricity	\$5,000.00
5-01-31-826-020	Street Lighting	\$5,000.00
5-01-31-827-020	Telephone Costs	\$3,000.00
5-01-31-829-020	Natural Gas	\$5,000.00
5-01-31-830-020	Fuel Oil Purchase	\$500.00
5-01-31-831-020	Postage	\$2,000.00
5-01-31-833-020	Gasoline	\$2,000.00
5-01-31-834-020	Office Supplies	\$1,000.00
5-01-32-837-020	Landfill/Disposal Solid Waste	\$12,000.00
TOTAL CURRENT FUND		
		\$184,550.00
WATER UTILITY FUND		
5-05-55-500-010	Water Operating S&W	\$10,000.00
5-05-55-500-025	Purchase of Water	\$100,000.00
TOTAL WATER UTILITY FUND		\$110,000.00
SEWER UTILITY FUND		
5-07-55-500-010	Sewer Operating S&W	\$10,000.00
5-07-55-500-023	Monroe MUA Charges	\$60,000.00
TOTAL SEWER UTILITY FUND		\$70,000.00
GRAND TOTAL		\$364,550.00

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



 MELISSA HALLERMAN, RMC
 Municipal Clerk

**RESOLUTION
#2025-68**

**RESOLUTION AUTHORIZING REIMBURSEMENT TO HEATHER GLEN
CONDOMINIUM ASSOCIATION PURSUANT TO CHAPTER 299, PUBLIC LAW
1989, AS AMENDED, FOR THE YEAR 2024**

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

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

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

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

WHEREAS, RCP Management Company, on behalf of the Association, submitted bills from Interstate Waste Services, Inc. for garbage and recycling services for the year 2024 in the amount of \$69,756.87, which represents garbage and recycling pickup at twice the frequency of the Borough pickup; and

WHEREAS, the Chief Finance Officer has determined that the cost that would have been paid by the Association if they had the same level of service provided by the Borough to be \$93,497.75; and

WHEREAS, the Chief Finance Officer has determined that, under the Borough's agreements in place for 2024, it would have cost the Borough approximately \$ 34,878.44 to provide equivalent services; and

WHEREAS, RCP Management Company, on behalf of the Association, submitted bills from Jersey Central Power & Light for street lighting for the year 2024 in the amount of \$ 5,941.36 and

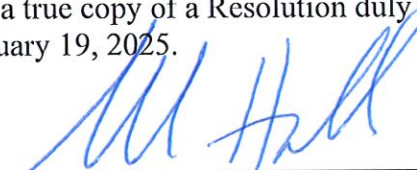
WHEREAS, the Borough is responsible for forty percent (40%) of the street lighting bill as certain of the lights illuminate private parking areas.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of thirty eight thousand eight hundred forty dollars and seventy-nine cents (\$ 38,040.79) to Heather Glen Condominium Association representing 2024 garbage reimbursement of thirty-four thousand eight hundred seventy-eight dollars and forty-four cents (\$ 34,878.44) and 2024 street light reimbursement of three thousand one hundred sixty-four dollars and thirty-five cents (\$ 3,162.35).

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



 MELISSA HALLERMAN
 Municipal Clerk

RESOLUTION

2025-69


PAYMENT OF BILLS

All bills shall be paid per list.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
25-00054	01/21/25	KEMPT005	KEMPTON FLAG									
			1 HALYARD ROPE FOR FLAG	67.00	5-01-28-796-020	B	PARKS OE	R	01/21/25	02/18/25		
			2 HALYARD ROPE FOR FLAG	79.00	5-01-28-796-020	B	PARKS OE	R	01/21/25	02/18/25		
				<u>146.00</u>								
25-00055	01/21/25	HOM02	HOME DEPOT									
			1 LAUNDRY DETERGENT	15.97	5-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	01/21/25	02/18/25		
25-00059	01/22/25	COM11	CONTINUITY OPERATIONS GROUP									
			1 GRANT APPLICATION AFG 2024	2,200.00	5-01-25-749-020	B	FIRE DEPARTMENT OE	R	01/22/25	02/18/25		
25-00060	01/22/25	WATER005	WATER RESOURCE MANAGEMENT, INC									
			1 BACKUP OPERATOR DECEMBER	300.00	4-05-55-500-021	B	WATER OPERATING OE	R	01/22/25	02/18/25		
25-00062	01/27/25	RUT04	RUTGERS, THE STATE UNIVERSITY									
			1 CLERK'S CONFERENCE- HALLERMAN	490.00	5-01-20-120-020	B	MUNICIPAL CLERK OE	R	01/27/25	02/18/25		
25-00064	01/27/25	AUTOZ005	AUTOZONE STORES LLC									
			1 DRIP TRAYS	29.38	5-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	01/27/25	02/18/25		
25-00069	01/27/25	MGL01	MGL PRINTING SOLUTIONS									
			1 WATER/SEWER BILLS	205.50	5-05-55-500-021	B	WATER OPERATING OE	R	01/27/25	02/18/25		
			2 WATER/SEWER BILLS	205.50	5-07-55-500-021	B	SEWER OPERATING OE	R	01/27/25	02/18/25		
				<u>411.00</u>								
25-00070	01/27/25	MGL01	MGL PRINTING SOLUTIONS									
			1 1099 FORMS/ENVELOPES	113.50	5-01-20-705-021	B	FINANCE OE	R	01/27/25	02/18/25		
25-00072	01/27/25	HARDR005	HARD ROCK HOTEL & CASINO, AC									
			1 MCANJ 2025- M. HALLERMAN	393.00	5-01-20-120-020	B	MUNICIPAL CLERK OE	R	01/27/25	02/18/25		
25-00073	01/27/25	PACKE005	PACKET MEDIA LLC									
			1 INV# 54369	15.56	5-01-20-120-020	B	MUNICIPAL CLERK OE	R	01/27/25	02/18/25		
			2 INV# 54370	26.12	5-01-20-120-020	B	MUNICIPAL CLERK OE	R	01/27/25	02/18/25		
				<u>41.68</u>								
25-00074	01/29/25	EAS03	EAST BRUNSWICK TOWNSHIP									
			1 SALT 2/20/24	271.37	4-01-26-765-020	B	STREETS & ROADS OE	R	01/29/25	02/18/25		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00075	02/03/25	EAS03	EAST BRUNSWICK TOWNSHIP										
			1 SALT 1/3,1/8,1/16,1/21	1,292.25	5-01-26-765-020	B	STREETS & ROADS OE		R	02/03/25	02/18/25		
			2 SALT 12/27/24	516.90	4-01-26-765-020	B	STREETS & ROADS OE		R	02/03/25	02/18/25		
			3 ADMIN FEE 12/27/24	25.85	4-01-26-772-020	B	BUILDINGS & GROUNDS OE		R	02/03/25	02/18/25		
			4 ADMIN FEE 1/3,1/8,1/16,1/21	64.61	5-01-26-765-020	B	STREETS & ROADS OE		R	02/03/25	02/18/25		
				1,899.61									
25-00076	02/03/25	PWA01	PUBLIC WORKS ASSOC. OF NJ										
			1 PWANJ MEMBERSHIP-PAUL REED	75.00	5-01-26-765-020	B	STREETS & ROADS OE		R	02/03/25	02/18/25		
25-00077	02/03/25	NEW36	NEW JERSEY WATER ASSOCIATION										
			1 NJWA MEMBERSHIP	480.00	5-05-55-500-021	B	WATER OPERATING OE		R	02/03/25	02/18/25		
25-00078	02/03/25	AUTOZ005	AUTOZONE STORES LLC										
			1 CAR WASH	9.69	5-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS		R	02/03/25	02/18/25		0645096629
			2 STEERING WHEEL COVERS	58.18	5-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS		R	02/03/25	02/18/25		06450968298
				67.87									
25-00079	02/03/25	HOM02	HOME DEPOT										
			1 SWIVEL SNAPS/COLD PATCH	125.65	5-01-26-765-020	B	STREETS & ROADS OE		R	02/03/25	02/18/25		
25-00080	02/03/25	AMAZ0005	AMAZON CAPITAL SERVICES										
			1 CARPORT/SHIPPING	763.62	5-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS		R	02/03/25	02/18/25		1PL1-Q00T-7DRN
25-00082	02/03/25	USABL005	USA BLUE BOOK										
			1 STREET VALVE KEY 6"	117.32	5-05-55-500-021	B	WATER OPERATING OE		R	02/03/25	02/18/25		
			2 STREET VALVE KEY 7"	117.98	5-05-55-500-021	B	WATER OPERATING OE		R	02/03/25	02/18/25		
			3 CURB STOP KEY	63.00	5-05-55-500-021	B	WATER OPERATING OE		R	02/03/25	02/18/25		
			4 CURB STOP KEY 6'5/8"	73.67	5-05-55-500-021	B	WATER OPERATING OE		R	02/03/25	02/18/25		
				371.97									
25-00083	02/03/25	AMAZ0005	AMAZON CAPITAL SERVICES										
			1 INV# 1VW3-C4Q4-CTQLL	149.85	5-01-28-795-020	B	RECREATION OE		R	02/03/25	02/18/25		
			2 INV# 1FXT-MLY9-LLRW	105.11	5-01-28-795-020	B	RECREATION OE		R	02/03/25	02/18/25		
				254.96									
25-00084	02/03/25	AMAZ0005	AMAZON CAPITAL SERVICES										
			1 BLACK RIBBON	37.68	5-01-31-834-020	B	OFFICE SUPPLIES		R	02/03/25	02/18/25		14CG9-616R-1JWXT
			2 ICE MELT SPREADER	279.99	5-01-26-772-020	B	BUILDINGS & GROUNDS OE		R	02/03/25	02/18/25		1FXT-MLY9-C4KJ

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	Enc Date	First Rcvd Enc Date	Chk/Void Date	Invoice
25-00084	02/03/25	AMAZON005	AMAZON CAPITAL SERVICES		Continued	B BUILDINGS & GROUNDS OE	R	02/03/25	02/18/25		1MGL-MM61-3TLK
		3 ICE MELT SPREADER		279.99	5-01-26-772-020						
				597.66							
25-00085	02/03/25	DYNAS005	DYNASTY COMMERCIAL CLEANING			B COMMUNITY CENTER OE	R	02/03/25	02/18/25		
		1 COM CTR CLEANING- JANUARY		1,071.00	5-01-26-774-020						
25-00086	02/03/25	AMAZON005	AMAZON CAPITAL SERVICES			B RECREATION OE	R	02/03/25	02/18/25		1QM9-RN7Q-DMQ3
		1 PARTY BUCKETS		13.99	5-01-28-795-020						
25-00092	02/03/25	MCU01	Middlesex Cty Utilities Auth			B LANDFILL/DISPOSAL SOLID WASTE	R	02/03/25	02/18/25		
		1 DUMPING CHARGES- JANUARY 2025		3,932.11	5-01-32-837-020						
25-00094	02/03/25	ONE02	ONE CALL CONCEPTS, INC.			B STREETS & ROADS OE	R	02/03/25	02/18/25		
		1 REGULAR LOCATES		12.87	5-01-26-765-020						
25-00095	02/03/25	FRENC005	FRENCH & PARRELLO ASSOCIATES			B ANIMAL SHELTER REMEDIATION 2024-8	R	02/03/25	02/18/25		
		1 SHELTER REMEDY-154219		18,347.00	C-04-55-909-100						
25-00096	02/03/25	REG04	REGENCY WALK HOMEOWNERS ASSOC			B CONDO ACT / STREET LIGHTS	R	02/03/25	02/18/25		
		1 2024 CONDO ACT REIMBURSEMENT		3,141.04	4-01-26-325-002						
		2 2024 CONDO ACT REIMBURSEMENT		901.60	4-01-26-325-021						
				4,042.64							
25-00097	02/03/25	KAP01	KAPLAN AT HELMETTA LLC			B CONDO ACT / TRASH RMWL	R	02/03/25	02/18/25		
		1 2024 LOFT TRASH REIMBURSEMENT		28,209.41	4-01-26-325-020						
25-00101	02/10/25	JCP01	JCP&L			B STREET LIGHTING	R	02/10/25	02/18/25		
		1 STREET LIGHTING/ELECTRICITY		1,501.16	5-01-31-826-020						
		2 STREET LIGHTING/ELECTRICITY		989.30	5-01-31-825-020						
				2,490.46							
25-00102	02/10/25	STAL17	STAR2STAR COMMUNICATIONS			B TELEPHONE COSTS	R	02/10/25	02/18/25		
		1 TELEPHONE-FEB 2025 (MUN)		363.60	5-01-31-827-020						
		2 TELEPHONE-FEB 2025 (FD)		238.43	5-01-31-827-020						
				602.03							
25-00103	02/10/25	AMAZON005	AMAZON CAPITAL SERVICES			B RECREATION OE	R	02/10/25	02/18/25		11RH-TLX-C4GP
		1 SERVING TRAYS		13.99	5-01-28-795-020						

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Description	Contract PO Type	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
25-00103	02/10/25	AMAZON CAPITAL SERVICES	Continued										
2		FRUIT CHEWS/CHOCOLATE MIX	30.72	5-01-28-795-020	B	RECREATION OE			R	02/10/25	02/18/25		1TD9-M7FL-9KV9
3		BASKETBALL PARTY FAVORS	32.99	5-01-28-795-020	B	RECREATION OE			R	02/10/25	02/18/25		177M-R7CV-3RPP
4		PAINT MARKER FOR MANHOLES	37.38	5-07-55-500-021	B	SEWER OPERATING OE			R	02/10/25	02/18/25		177M-R7CV-3RPP
			115.08										
25-00104	02/10/25	CUSTOM BANDAG INC.											
1		TIRES FOR 450 REAR	1,370.36	5-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS			R	02/10/25	02/18/25		
25-00105	02/10/25	PRECISION ANALYTICAL SVCS, INC											
1		JANUARY SAMPLES 2025	37.00	5-05-55-500-021	B	WATER OPERATING OE			R	02/10/25	02/18/25		
25-00106	02/10/25	ASS005 ASSOCIATION OF NJ RECYCLERS											
1		SUSTAINABILITY IN MOTION-P REED	385.00	6-02-15-026-028	B	RECYCLING TONNAGE GRANT			R	02/10/25	02/18/25		
25-00107	02/10/25	SUNBE005 SUNBELT RENTALS											
1		LIFT RENTAL	524.25	5-01-26-772-020	B	BUILDINGS & GROUNDS OE			R	02/10/25	02/18/25		
25-00108	02/10/25	WB001 W.B. MASON											
1		NAME PLATE FOR ATTORNEY	15.99	5-01-31-834-020	B	OFFICE SUPPLIES			R	02/10/25	02/18/25		
25-00109	02/10/25	HOME NEWS & TRIBUNE											
1		JANUARY STATEMENT	285.37	5-01-20-120-020	B	MUNICIPAL CLERK OE			R	02/10/25	02/18/25		6904232
25-00110	02/10/25	CLE04 CLEARY GIACOBBE ALFIERI&JACOBS											
1		LEGAL SERVICES- JANUARY	36.00	5-01-20-712-020	B	LEGAL SERVICES OE			R	02/10/25	02/18/25		
25-00111	02/10/25	ACT01 ACTION DATA SVC, INC											
1		INV# 90872	76.84	5-01-20-705-021	B	FINANCE OE			R	02/10/25	02/18/25		
2		INV# 90872	25.61	5-05-55-500-021	B	WATER OPERATING OE			R	02/10/25	02/18/25		
3		INV# 90872	25.62	5-07-55-500-021	B	SEWER OPERATING OE			R	02/10/25	02/18/25		
			128.07										
25-00113	02/10/25	CON11 CONTINUITY OPERATIONS GROUP											
1		2024 EMERGENCY OPERATIONS PLAN	2,500.00	6-02-15-026-027	B	OEM GRANT 2023			R	02/10/25	02/18/25		
25-00115	02/10/25	AGL01 AGL WELDING SUPPLY											
1		C25 GAS SWAP/HAZMAT FEE	125.00	5-01-26-772-020	B	BUILDINGS & GROUNDS OE			R	02/10/25	02/18/25		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
25-00129	02/18/25	JCP01	JCP&L		Continued								
3	ACCT# 100 128 456 728			41.13	5-01-31-825-020	B	ELECTRICITY		R	02/18/25	02/18/25	02/18/25	
4	ACCT# 100 128 267 034			95.99	5-01-31-825-020	B	ELECTRICITY		R	02/18/25	02/18/25	02/18/25	
5	ACCT# 100 117 346 864			255.28	5-01-31-825-020	B	ELECTRICITY		R	02/18/25	02/18/25	02/18/25	
6	ACCT# 100 054 008 006			121.48	5-01-31-825-020	B	ELECTRICITY		R	02/18/25	02/18/25	02/18/25	
7	ACCT# 100 008 806 760			9.89	5-01-31-825-020	B	ELECTRICITY		R	02/18/25	02/18/25	02/18/25	
				606.71									
25-00130	02/18/25	PUR01	PITNEY BOWES BANK PURCHASE PWR			B	POSTAGE		R	02/18/25	02/18/25	02/18/25	
1	POSTAGE REFILL			358.05	5-01-31-831-020								
25-00131	02/18/25	SEN01	SENSUS METERING SYSTEMS			B	WATER OPERATING OE		R	02/18/25	02/18/25	02/18/25	
1	SENSUS SYSTEM METERING RENEWAL			1,850.00	5-05-55-500-021				R	02/18/25	02/18/25	02/18/25	
2	SENSUS SYSTEM METERING RENEWAL			1,850.00	5-07-55-500-021				R	02/18/25	02/18/25	02/18/25	
				3,700.00									
25-00132	02/18/25	JAM01	JAMESBURG - BOROUGH OF			B	POLICE SERVICES - JAMESBURG		R	02/18/25	02/18/25	02/18/25	
1	POLICE SERVICES- JAN-MAR 2025			192,375.00	5-01-43-746-031								
25-00134	02/19/25	EAS01	EAST BRUNSWICK WATER UTILITY			B	PURCHASE OF WATER		R	02/19/25	02/19/25	02/19/25	
1	JANUARY WATER 2025			34,526.87	5-05-55-500-025								
25-00135	02/19/25	WATER005	WATER RESOURCE MANAGEMENT, INC			B	WATER OPERATING OE		R	02/19/25	02/19/25	02/19/25	
1	BACKUP OPERATOR JANUARY 2025			300.00	5-05-55-500-021								

Total Purchase Orders: 67 Total P.O. Line Items: 98 Total List Amount: 411,645.46 Total Void Amount: 0.00

Totals by Year-Fund									
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total		
CURRENT FUND	4-01	134,612.27	0.00	134,612.27	0.00	0.00	134,612.27		
WATER OPERATING FUND	4-05	300.00	0.00	300.00	0.00	0.00	300.00		
Year Total:		<u>134,912.27</u>	<u>0.00</u>	<u>134,912.27</u>	<u>0.00</u>	<u>0.00</u>	<u>134,912.27</u>		
CURRENT FUND	5-01	215,313.94	0.00	215,313.94	0.00	0.00	215,313.94		
WATER OPERATING FUND	5-05	37,796.95	0.00	37,796.95	0.00	0.00	37,796.95		
SEWER OPERATING FUND	5-07	2,118.50	0.00	2,118.50	0.00	0.00	2,118.50		
Year Total:		<u>255,229.39</u>	<u>0.00</u>	<u>255,229.39</u>	<u>0.00</u>	<u>0.00</u>	<u>255,229.39</u>		
GENERAL CAPITAL FUND	C-04	18,347.00	0.00	18,347.00	0.00	0.00	18,347.00		
GRANT FUND	G-02	3,029.00	0.00	3,029.00	0.00	0.00	3,029.00		
ANIMAL TRUST FUND	T-09	127.80	0.00	127.80	0.00	0.00	127.80		
Total of All Funds:		<u>411,645.46</u>	<u>0.00</u>	<u>411,645.46</u>	<u>0.00</u>	<u>0.00</u>	<u>411,645.46</u>		

RESOLUTION

#2025-70

**AUTHORIZATION FOR MIDDLESEX COUNTY IMPROVEMENT AUTHORITY TO
PAY ALL AMERICAN FORD OF PARAMUS**

WHEREAS, Middlesex County Improvement Authority open their 2024 Capital Lease Program to municipalities; and

WHEREAS, the Borough of Helmetta participated in the capital lease program to purchase a new dump truck; and

WHEREAS, the Borough of Helmetta is in receipt of the 2024 Ford F550 and has found it satisfactory; and

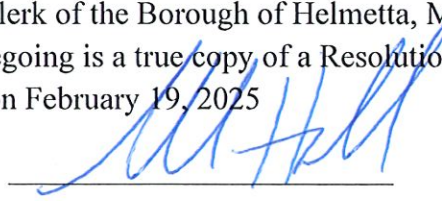
NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council authorize the escrow agent/trustee from TD Wealth to pay All American Ford of Paramus in the amount of 110,225.20.

NOW, THEREFORE, BE IT FURTHER RESOLVED, that certified copies be sent to Middlesex County Improvement Authority, All America Ford and TD Wealth

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski		✓	✓			
Bohinski	✓		✓			
Duffy			✓			
Dzingleski			✓			
Reid			✓			
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 February 19, 2025



MELISSA HALLERMAN
Municipal Clerk

RESOLUTION

2025-71

EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body of the Borough of Helmetta wishes to discuss litigation.

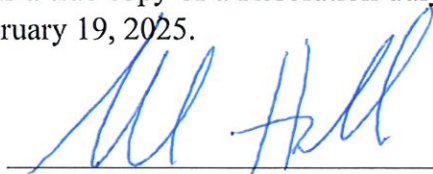
Minutes will be kept and once the matter involving the confidentiality of the matter is no longer considered confidential, then the minutes will be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from the meeting.

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

CERTIFICATION

I, Melissa Hallerman, 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 February 19, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk