

MINUTES  
MEETING OF MAYOR AND COUNCIL  
July 18, 2018  
7:00 PM

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

The meeting was called to order at 7:00 p.m. by Mayor Chris Slavicek. He asked everyone to please stand for the Pledge of Allegiance and remain standing for a moment of silence for our men and women serving in the military protecting our freedom.

\* CALLING OF THE ROLL (all present)

Mayor Slavicek  
Councilman Karczewski  
Councilwoman Carolan-Genthe  
Councilman Dzingleski  
Councilman Peckham  
Councilman Perez  
Councilman Reid  
Also in attendance:  
Borough Administrator Matt Crane  
Borough Attorney Joseph Youssouf, Esq.

\* OPEN PUBLIC MEETINGS ACT STATEMENT

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

\* PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Each individual will be given five minutes to speak as per the Rules to Govern adopted January 4, 2018. 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 Nartowicz, 2 Holly Manor Court asked the Borough Attorney if the CAD reports that the Police use are legal documents. Mr. Youssouf replied that yes they are. Mr. Nartowicz said that he requested CAD reports from Spotswood as he was curious about the Fire Department. He requested the dates of January 1 to June 30. He only received four reports and the occurrence on 5/19 was omitted from his packet. Looking at the reports they don't seem to make sense. He went over the times with the Council and said the times don't line up. Mayor Slavicek said it will be looked into.

George Tarantino, 49 Railroad Avenue said he is a new resident but hasn't moved in yet. He had a question about the sewer system and said there is only a three housed not connected and was wondering how he can be hooked into it. The Mayor said this is a question for the Engineer and he will get in touch with them and get back to him. He asked the Administrator to get his contact information.

There was no one else from the Public who wished to speak.

\* CONSENT AGENDA - RESOLUTION #2018 - 106

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

Resolutions:

- # 2018 – 101 Authorization to undertake, complete and sign documents for transfer of equipment from the Borough of Helmetta to the Spotswood Police Department
- 102 Authorization for Remington Vernick to design work for Helmetta Boulevard repaving  
There was an amendment to this resolution deleting the sentence regarding permit application fees. Funds have been certified by the CFO should be added.
- 103 Payment of bills
- 104 Governing Body Certification of the Annual Audit
- 105 Equal Employment Opportunity

MOTION – Councilman Peckham SECOND – Councilwoman Carolan-Genthe

ROLL CALL: 6 - 0

\* MINUTES acceptance of June 25, 2018

MOTION – Councilwoman Carolan-Genthe SECOND – Councilman Reid

ROLL CALL: 5 – 0 – 1

- Mayor Slavicek said National Night Out will be on August 7<sup>th</sup> and we are co-sponsoring with Spotswood like last year. Save the date for Helmetta Day on September 22 at 4:00 P.M. The pavilion will be dedicated in memory of Ronald Wilson. Letters were sent seeking donations for the Fireworks.  
Councilman Dzingleski said that next Wednesday is the Neighborhood Watch Meeting at the Community Center at 7:00 P.M. It will be for Helmetta and Spotswood.

Councilman Perez said that a few comments were repeated and he is suggesting that we adopt a Corrective Action Plan be a little more robust to get us to where we want to go. He would like to meet with the CFO and suggested that the Mayor be present.

- RESOLUTION # 107 - CLOSED SESSION

MOTION – Councilman Dzingleski SECOND – Councilman Karczewski  
ROLL CALL: 6 – 0

MOTION TO GO INTO OPEN SESSION was made by Councilwoman Carolan-Genthe and SECONDED by Councilman Reid

ROLL CALL: 6 – 0

A discussion was held on the electricity in the pavilion. It was the consensus not to have them register or pay towards the electricity. People can use it on a first come first served basis.

- RESOLUTION #108 - CLOSED SESSION -

MOTION – Councilman Peckham SECOND – Councilwoman Carolan-Genthe  
ROLL CALL: 6 – 0

- RESOLUTION # 109 -REJECTION OF BIDS FOR SELLING OF ANIMAL SHELTER

MOTION – Councilman Peckham SECOND – Councilman Reid  
ROLL CALL: 6 - 0

- \* ADJOURNMENT

There being no further business a MOTION was made by Councilman Peckham and SECONDED by Councilman Karczewski.

---

Period covered from.....: 07/01/18 to 07/31/18  
First license number this report.....: D18-000194  
Last license number this report.....: D18-000210  
Last license number last report.....: D18-000193 (04/13/18)  
Total 1 Year licenses issued this report.....: 12  
Total licenses issued this report.....: 12

---

Licenses issued for which no money is submitted:

License #	Reason	Comment
-----------	--------	---------

---

		Calculated	Collected
Pilot Clinic Fund (1 Year Licenses).....Number:	$12 \times ( 0.20 ) =$ Amount:	2.40	2.40
Animal Population Control Fund (1 Year Licenses).....Number:	$0 \times ( 3.00 ) =$ Amount:	0.00	0.00

---

Total amount due for registration fee.....\$ 12.00  
Total amount due for Pilot Clinic Fund.....\$ 2.40  
Total amt due for Animal Pop Control Fund.....\$ 0.00  
Total amount due for this report.....\$ 14.40

Errors in Report:

License Numbers are Missing from Sequence.

# BOROUGH OF HELMETTA

## REPORT OF THE TAX COLLECTOR

MONTH OF: JUNE 2018

DATED: 7/5/2018

REIMBURSED VET \$ 2016 250.00  
TAXES 2017 2,796.80  
TAXES 2018 19,945.10

DISBURSEMENTS  
INTEREST 1,647.20

LIEN PENALTY + INT 1,694.59  
LIEN REDEMPTION + INT 28,658.20  
DUPLICATE BILL FEE 5.00  
RECORDING FEES 65.00  
DUPLICATE CERT FEE 20.00

TOTAL 55,081.89

### TAX COLLECTORS TRUST

PRIOR BALANCE

DEPOSIT

DISBURSEMENTS

LIEN REDEMPTION

BALANCE

*Tina Mc Dermott*  
TINA MCDERMOTT  
TAX COLLECTOR

### ADJUSTMENTS

2017 PAYMENT TO TAXES 1,178.31  
TRANSFERRED TO WATERSEWER 250.00  
VETERAN DISALLOWED 750.00  
SENIOR DISALLOWED 500.00  
DISABLED DISALLOWED

YEAR  
2018 1,500.00  
2017 1,178.31

### CLOSING BALANCES

	DEBIT	CREDIT	NET
2017	47,247.49	0.00	47,247.49
2018	73,906.59	(43,613.76)	30,292.83

TRUST ACCT BALANCES AS OF 5/31/18

66,794.36  
\$30,417.79

97,212.15

\$0.00

0.00

97,212.15

Current Taxes Beginning	Receipts	Levy	Add/Omit	0.06 Penalty	Refunds	Transfer Overpay	Srs & Vets Allowed	Srs & Vets Disallowed Widow	Transfer Years	County Bd Judgments	Property Maint.	Cancel Resolución	Homestead Rebate	Balance
2018 Balances														
Prepaid	(116,514.69)													(40,776.21)
January	(116,514.69)	(934,959.98)	2,817,146.11	1,402.23		(13,049.63)	(16,500.00)	750.00						1,738,274.04
February	1,738,274.04	(351,228.58)						250.00						1,387,295.46
March	1,387,295.46	(38,834.39)			2,348.08								(48,870.95)	1,301,918.20
April	1,301,918.20	(373,486.04)						250.00						928,682.16
May	928,682.16	(879,594.23)					(250.00)							48,737.93
June	48,737.93	(19,945.10)						1,500.00						30,292.83
July														0.00
August														0.00
September														0.00
October														0.00
November														0.00
December														0.00
	(2,714,683.01)	2,817,146.11	1,402.23	0.00	2,348.08	(13,049.63)	(16,750.00)	2,750.00	0.00	0.00	0.00	0.00	(48,870.95)	30,292.83

TAX COLLECTOR'S TRUST ACCOUNT - BOROUGH OF HELMETTA							Ck Register	CLEARED	NOTES
DATE	CK#	SOURCE	NATURE OF ITEM	CK AMT	cl	DEP AMT	BALANCE	BALANCE	
3/16/17	1032	16-00006	prem	\$1,700.00			\$90,167.75	\$90,157.75	actual balance from 12/31/17
1/18/18	1032	16-00006	vold uncashed check			\$1,700.00	\$88,457.75	\$88,457.75	still not cleared as of 12/31/17 statement
1/29/18		lien redemption	17-00002		X	\$1,659.89	\$90,157.75	\$90,157.75	
2/6/18		lien redemption	17-00006		X	\$1,709.95	\$91,817.64	\$91,817.64	Balance as of 1/31/18 statement
2/13/18	1048	17-00006	1708.95 & 1400 prem	\$3,109.95	X		\$93,527.59	\$93,527.59	
2/13/18	1049	17-00002	1659.89, 1400 prem	\$3,059.89			\$90,417.64	\$90,417.64	
2/28/18		lien redemption	17-00011		X	\$1,426.13	\$87,357.75	\$90,417.64	
2/28/18		corporate analysis	charge via bank	\$48.40	X		\$88,783.88	\$91,843.77	transferred from taxes to trust, dep wrng acct
3/13/18	1050	17-00011	1426.13, 1500 prem	\$2,926.13	X		\$88,735.48	\$91,795.37	Balance as of 2/28/18 statement
3/22/18		lien redemption	16-00001		X	\$3,953.60	\$85,809.35	\$88,889.24	
3/28/18		lien redemption	17-00012		X	\$2,908.25	\$89,762.95	\$92,822.84	
4/3/18	1051	16-00001	3,953.60, 4,800 prem	\$8,763.60	X		\$92,871.20	\$95,731.09	over 1 cent, as per 3/30 statement
4/19/18	1052	17-00012	2,908.24 & 1,900 prem	\$4,808.24	X		\$83,917.60	\$86,977.49	
4/30/18		corporate analysis	charge via bank	\$15.00	X		\$79,109.36	\$82,169.25	
4/28/18	1053	16-00006	prem	\$1,700.00	X		\$79,094.36	\$82,154.25	Balance as of 4/30/18 statement
6/3/18		lien redemption	17-00008 (8,234.08)		X	\$9,348.22	\$77,394.36	\$80,454.25	re-issue ck
5/3/18	1054	17-00008	1ST QTR TAXES	\$1,114.14	X		\$66,742.58	\$89,802.47	Paid 2nd qtr taxes as well
5/17/18			17-00003		X	\$8,742.57	\$86,628.44	\$88,688.33	ck to taxes
5/17/18	1055	17-00008	8,234.08, 9,100 prem	\$17,334.08	X		\$94,371.01	\$97,430.90	
5/31/18	1056	17-00003	1500 prem, 8742.57	\$10,242.57			\$77,036.93	\$80,096.82	Balance as of 5/31/18 statement
6/29/18		lien redemption	17-00004			\$30,417.79	\$66,794.36		
							\$97,212.15		

July 5, 2018  
07:13 PM

BOROUGH OF HELMETTA  
Adjustment Report By Block/Lot/Qual

Page No: 1

Range: Block: First to Last      Bill Year Range: 2018 to 2018      Adjust Code Range: First to Last  
Lot:      Bill Period Range: 1 to 4      Name/Location To Print: Owner Name  
Qual:      Date Range: First to 06/30/18      Page Break After Totals: N  
System Date Range: 06/01/18 to 06/30/18      Include Adjustment Type: All  
Include: Tax: Y    Sp Charges: Y    Lien: Y    Special Assessment: Y

Block/Lot/Qual Yr/Prd/Instl Date	Code	Ded	Type Description	Acct Id	Owner Name Principal	Install Int	Interest	Total	Sp. Assmnt Type User Id	Batch Id
12. 2018 3 06/07/18	2. 052	1	Tax no pd5 returned		MAJKA, STANISLAUS & SOPHIE 250.00	0.00	0.00	250.00	CTC	CTC
20. 2018 3 06/07/18	76. 052	1	Tax no pd5 returned		DECARLO, NOREEN 250.00	0.00	0.00	250.00	CTC	CTC
21. 2018 3 06/07/18	7.1 056	-C0110- 1	- Tax no pd5 returned		CUI, MARIE 250.00	0.00	0.00	250.00	CTC	CTC
21. 2018 3 06/07/18	7.1 056	-C1810- 1	- Tax no pd5 returned		PAOLO, WILLIAM 250.00	0.00	0.00	250.00	CTC	CTC
21. 2018 3 06/07/18	13. 054	1	Tax no pd5 returned		SPACK, STANLEY J (LE) C/O M. SPACK 250.00	0.00	0.00	250.00	CTC	CTC
2018 3 06/07/18	052	1	no pd5 returned		250.00	0.00	0.00	250.00	CTC	CTC
Account Total:					500.00	0.00	0.00	500.00		



July 5, 2018  
07:13 PM

BOROUGH OF HELMETTA  
Adjustment Report By Block/Lot/Qual

Page No: 2

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2018							
052	Src Disallowed	3	750.00	0.00	0.00	750.00	3
054	Vet Disallowed	1	250.00	0.00	0.00	250.00	1
056	Dis Disallowed	2	500.00	0.00	0.00	500.00	2
		<u>6</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>6</u>
Totals for All Years:							
052	Src Disallowed	3	750.00	0.00	0.00	750.00	3
054	Vet Disallowed	1	250.00	0.00	0.00	250.00	1
056	Dis Disallowed	2	500.00	0.00	0.00	500.00	2
		<u>6</u>	<u>1,500.00</u>	<u>0.00</u>	<u>0.00</u>	<u>1,500.00</u>	<u>6</u>

## BOROUGH OF HELMETTA

2017  
DELINQUENT TAXES

as of 6/30/18

		TOTAL	Penalty	2017
	12/31/2017	111,763.63		
Transfer O/P				
Adj from Tax to Water/Sewer (1178.31)				
Adj (22.44) senior disallowed				
county brd judg				
new lien				
				<u>111,763.63</u>
	Cash Recpts		adj	
LESS:				
JANUARY	111,763.63	(28,961.18)		82,802.45
FEBRUARY	82,802.45	(8,605.56)	22.44	74,219.33
MARCH	74,219.33	(12,304.19)		61,915.14
APRIL	61,915.14	(6,519.85)		55,395.29
MAY	55,395.29	(6,529.31)		48,865.98
JUNE	48,865.98	(2,796.80)	1,178.31	47,247.49
JULY	47,247.49			47,247.49
AUGUST	47,247.49			47,247.49
SEPTEMBER	47,247.49			47,247.49
OCTOBER	47,247.49			47,247.49
NOVEMBER	47,247.49			47,247.49
DECEMBER	47,247.49			47,247.49
BALANCE				<u>\$ 47,247.49</u>

July 5, 2018  
07:10 PM

BOROUGH OF HELMETTA  
Totals Only Tax Account Delinquent Report

Page No: 1

Range: Block: First to Last Property Class Range: First to Last Print Balances Greater Than: 0.00  
Lot: Bill Year Range: 2017 to 2017 Include Prior Yr/Prd In Balance: N  
Qual: Bill Period Range: 1 to 4 Include Interest Through: 06/30/18  
As Of Date: 06/30/18 Assessed Value/SPTX Code Year: 2017 Include Tax Sp Charges: N  
Include Utility Due As Of 06/30/18: N Include Other Special Charges: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	21,366.09	21,366.05	23,145.78	23,145.71	89,023.63
Added/Omitted	0.00	0.00	0.00	0.00	0.00
Other Billing	0.00	3,233.67	0.00	978.81	2,254.86
Balance Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Payments (Prin)	12,881.32	10,356.08	9,155.51	7,128.37	39,521.28
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	8,484.77	7,776.30	13,990.27	16,996.15	47,247.49
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	8,484.77	7,776.30	13,990.27	16,996.15	47,247.49
Payments (Intr)	2,873.29	1,458.55	1,423.82	1,663.34	7,419.00
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00
Prior Yr/Prd Balance:	0.00				
Current Balance:	47,247.49				
Total Per Diem Interest:	3,166.85				
Total Balance:	50,414.34				

2017 DEDUCTIONS

Number of Accts:	15	Senior Citizen	0
Land Value:	1,537,000	Disabled Person	0
Improvement Value:	1,454,100	Surviving Spouse	0
Limited Exemptions:	0	Veteran	2
Net Taxable Value:	2,991,100	Widow of Veteran	0

NOTE: Balance includes Bill Year/Period Range Only.  
NOTE: Per Diem Interest is included for Bill Year/Period Range Only.

To: 7325211263

From: DCM

Fax: DCMEN

Powered by  
KOFPA

E: JUN-05-2018-13:41 Doc: 172 Page: 001

Hi,

I'm requesting for an invoice/ duplicate copy of payment for below mentioned amount. Our investor is requesting a printout or history reflecting the below payment.

Therefore kindly assist with breakdowns as base and penalty & interest.

Loan #	Date	Amnt	Description
7110432551	6/28/2017	1178.31	Water/Sewer

RE:

OPINSKI-SR JOSEPH  
18 AVENUE A, HELMETTA, NJ 088280000

Parcel # 00027.0000 00006.0000

Acct 786

Any questions please feel free to contact.

Regards,

Shruthi Keerthi

Tax Dept

Owen Loan Servicing, LLC

Ph: 1-800-280-3863 Ext: 52044

Fax: (561) 682-8880/(561) 682-7875

IF needed, please call: 1-800-280-3863

June 14, 2018  
07:02 PM

BOROUGH OF HELMETTA  
Payment/Reversal Batch Verification Listing for Batch: CTC

Page No: 1

Batch Id: CTC Batch Type: Payment/Reversal Batch Date: 07/06/17 Sort By: Sequence

Type	Id	Name/Comment	Block/Lot/Qual	Subseq Cert Num	Yr/Prd Code	Principal	Interest	Total	Mthd	Chk Id	Description	Date	Seq
Tax		OPINSKI, SR., JOSEPH S	27.	6.	17 3 001R	1,178.31-	0.00	1,178.31-	CK	5957436	OCMEN LOAN SERVICING	07/06/17	1
Original Payment Date: 07/06/17 Payment Reference: 6993 3													
WARNING: Payment Date is not in the Current Year. Finance Entries will not be posted													
Water	786-0	OPINSKI, SR., JOSEPH S	27.	6.	17 3 002P	589.16	0.00	589.16	CK	5957436	OCMEN LOAN SERVICING	07/06/17	2
WARNING: Payment Date is not in the Current Year. Finance Entries will not be posted													
Sewer					17 3 003P	589.15	0.00	589.15	CK	5957436	OCMEN LOAN SERVICING	07/06/17	3
WARNING: Payment Date is not in the Current Year. Finance Entries will not be posted													
						Account 786-0 Total:		1,178.31					
						Block/Lot/Qual 27.		6. Total:					
								0.00					

ERROR: Account 786-0 (Sewer, 2017, Prd 3): Payment of 589.15 exceeds balance of 0.00.

ERROR: Account 786-0 (Water, 2017, Prd 3): Payment of 589.16 exceeds balance of 0.00.

cl. ~ ~ ~ 0004

July 5, 2018  
07:08 PM

BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

Page No: 1

Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y  
Lot: Bill Year Range: 2018 to 2018 Include Prior Yr/Prd In Balance: Y  
Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N  
As Of Date: 06/30/18 Assessed Value/SPTX Code Year: 2018

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,400,325.69	1,400,320.42	0.00	0.00	2,800,646.11
Added/Omitted	701.12	701.11	0.00	0.00	1,402.23
Other Billing	1,000.00	48,870.95-	1,500.00	0.00	46,370.95-
Balance Adjustments (Prin)	832.61	11,534.16-	0.00	0.00	10,701.55-
Payments (Prin)	1,377,276.20	1,309,767.83	27,638.98	0.00	2,714,683.01
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	25,583.22	30,848.59	26,138.98-	0.00	30,292.83
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	25,583.22	30,848.59	26,138.98-	0.00	30,292.83
Payments (Intr)	1,744.08	530.19	0.00	0.00	2,274.27
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 47,497.49  
Current Balance: 30,292.83  
Total Balance: 77,790.32

2018 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	9
Land Value:	86,059,562	Disabled Person	7
Improvement Value:	154,637,514	Surviving Spouse	0
Limited Exemptions:	0	Veteran	46
Net Taxable Value:	240,666,078	widow of Veteran	4

NOTE: Zero balance accounts ARE included on the total pages.

July 5, 2018  
07:08 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 2

TAX YEAR 2018/1 - 2018/4

TAX LEVY		
Original (Original Billed + Deduction Amounts)	2,817,146.11	
Added	1,402.23	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	0.00	
TOTAL LEVY		2,818,548.34

2018 DEDUCTIONS

Senior Citizen	( 9 ) x 250.00	2,250.00	
Disabled Person	( 7 ) x 250.00	1,750.00	
Surviving Spouse	( 0 ) x 250.00	0.00	
Veteran	( 46 ) x 250.00	11,500.00	
Widow of Veteran	( 4 ) x 250.00	1,000.00	
TOTAL DEDUCTION AMOUNTS 2018/1 - 2018/4			( 16,500.00 )
			2,802,048.34

TOTAL LEVY TO BE COLLECTED

COLLECTIONS

Prepaid from Prior Year (before 01/01/18)		
001 Property Taxes	116,514.69	
Total from Prior Year		116,514.69

Current Year (01/01/18 - 12/31/18)		
001 Property Taxes	2,578,569.76	
006 LIENHOLDER TAXES	19,598.56	
Total Current Year		2,598,168.32

Subsequent Year (after 12/31/18)		
Total Subsequent Year	0.00	
		2,714,683.01

TOTAL COLLECTIONS

NSF REVERSALS		
TOTAL NSF REVERSALS		0.00

TOTAL COLLECTIONS less NSF REVERSALS

( 2,714,683.01 )

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/Disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	1,250.00	0.00	1,250.00	4
053 Vet Allowed	0.00	500.00-	500.00-	2
054 Vet Disallowed	1,000.00	0.00	1,000.00	4
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	750.00	0.00	750.00	3
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 wid Allowed	0.00	0.00	0.00	0
060 wid Disallowed	0.00	0.00	0.00	0
061 Lien - Transfer Exst	0.00	0.00	0.00	
062 Foreclosure	0.00	0.00	0.00	
063 Transfer Overpayment	13,882.24	26,931.87-	13,049.63-	
064 Refund Overpayment	2,348.08	0.00	2,348.08	
069 Cancelled - Resolutn	0.00	0.00	0.00	
070 County Board Judgment	0.00	0.00	0.00	

July 5, 2018  
07:08 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 3

071 Miscellaneous	0.00	0.00	0.00	
072 State Tax Appeal	0.00	0.00	0.00	
073 Lien - Establish New	0.00	0.00	0.00	
074 Lien - Transfer O.B.	0.00	0.00	0.00	
075 Arrears - Transfer	0.00	0.00	0.00	
076 6% Penalty	0.00	0.00	0.00	
077 Lien Estab New Pnlty	0.00	0.00	0.00	
078 Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079 Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080 Credit Interest	0.00	0.00	0.00	
081 POST WRONG PROP	0.00	0.00	0.00	
082 TRANSFER PAYMENT	0.00	0.00	0.00	
083 Charge Interest	0.00	0.00	0.00	
084 Disabled Vet Exempt	0.00	0.00	0.00	
085 Transf to Water/Sewr	0.00	0.00	0.00	
086 NSF CHECK	0.00	0.00	0.00	
087 Transfer Balance	0.00	0.00	0.00	
088 LINEHOLDER PAYMENT	0.00	0.00	0.00	
090 SPECIAL CHARGE	0.00	0.00	0.00	
091 LIEN - SP CHRG MISC	0.00	0.00	0.00	0
152 Senior Chargeback	0.00	0.00	0.00	0
156 Disabled Chargeback	0.00	0.00	0.00	0
158 SSP Chargeback	0.00	0.00	0.00	
HR HOMESTEAD REBATE	0.00	48,870.95-	48,870.95-	
MIS MISC	0.00	0.00	0.00	
RVR RVRSL ADJ	0.00	0.00	0.00	
	<u>19,230.32</u>	<u>76,302.82-</u>	<u>57,072.50-</u>	<u>13</u>
TOTAL ADJUSTMENTS			<u>57,072.50-</u>	
BALANCE 2018/1 - 2018/4			43,613.76-	
Credit Balances			<u>73,906.59</u>	
Debit Balances				<u>30,292.83</u>
TOTAL BALANCE 2018/1 - 2018/4				



July 5, 2018  
07:08 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 4

	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00
TOTAL INTEREST ADJUSTMENTS			<u>0.00</u>

July 5, 2018  
07:07 PM

BOROUGH OF HELMETTA  
Cash Receipts Totals from 06/01/18 to 06/30/18

Page No: 1

Range: Block: First to Last	Range of Accounts: First to Last
Lot:	Range of Years: First to 2019
Qual:	Range of Periods: 1 to 12
Range of Codes: First to Last	Range of Dates: 06/01/18 to 06/30/18
Range of Batch Ids: First to Last	Name to Print: Bill To
Range of Sections: First to Last	Print Ref Num: N
Range of Spec Tax Codes: First to Last	Print Utility w/Block/Lot/Qual: N
Payment Type Includes: Tax: Y Sp Charges: Y	Lien: Y Sp Assmnt: Y Water: N Sewer: N
Animal: N Misc: Y	
Payment Method Includes: Cash: Y Check: Y	Credit: Y
Print Miscellaneous w/Block/Lot/Qual: N	Range of Installment Due Dates: First to Last
	Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2017	2018	2019		
001 Property Taxes	47	250.00	2,796.80	19,945.10	0.00	1,647.20	24,639.10
Tax Payments	47	250.00	2,796.80	19,945.10	0.00	1,647.20	24,639.10
L05 Lien Penalty	2	669.15	0.00	0.00	0.00	1,025.44	1,694.59
LLR Lien Redemption	19	27,661.44	0.00	0.00	0.00	996.76	28,658.20
REC Recording Fees	1	65.00	0.00	0.00	0.00	0.00	65.00
Lien Payments	22	28,395.59	0.00	0.00	0.00	2,022.20	30,417.79
013 METER READING	1	20.00	0.00	0.00	0.00	0.00	20.00
022 DUPLICATE BILL TAXES	1	5.00	0.00	0.00	0.00	0.00	5.00
CER Dup Redemp Cert \$20	1	20.00	0.00	0.00	0.00	0.00	20.00
Misc Payments	3	45.00	0.00	0.00	0.00	0.00	45.00

Payments Total:	72	28,690.59	2,796.80	19,945.10	0.00	3,669.40	55,101.89
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	72	28,690.59	2,796.80	19,945.10	0.00	3,669.40	55,101.89

Total Cash: 0.00  
Total Check: 53,038.07  
Total Credit: 2,063.82

*Meter Reads*  
-- 20  
55,081.89

July 5, 2018  
07:08 PM

BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

Page No: 1

Range: Block: First to Last      Property Class Range: First to Last      Include Zero Balances: Y  
Lot:      Bill Year Range: 2017 to 2017      Include Prior Yr/Prd In Balance: Y  
Qual:      Bill Period Range: 1 to 4      Direct Withdraw Accounts Only: N  
As Of Date: 06/30/18      Assessed Value/SPTX Code Year: 2017

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,331,967.18	1,331,963.33	1,468,680.28	1,468,675.59	5,601,286.38
Added/Omitted	0.00	0.00	0.00	1,487.28	1,487.28
Other Billing	1,000.00	101,711.74-	4,000.00	833.53	95,878.21-
Balance Adjustments (Prin)	13,980.39-	1,000.69	2,582.23-	1,270.58-	16,832.51-
Payments (Prin)	1,310,502.02	1,223,475.98	1,456,107.78	1,452,729.67	5,442,815.45
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	8,484.77	7,776.30	13,990.27	16,996.15	47,247.49
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	8,484.77	7,776.30	13,990.27	16,996.15	47,247.49
Payments (Intr)	5,108.09	3,606.80	3,847.48	3,629.61	16,191.98
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 250.00  
Current Balance: 47,247.49  
Total Balance: 47,497.49

2017 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	9
Land Value:	81,765,194	Disabled Person	7
Improvement Value:	125,363,599	Surviving Spouse	0
Limited Exemptions:	0	Veteran	46
Net Taxable Value:	207,097,873	Widow of Veteran	4

NOTE: Zero balance accounts ARE included on the total pages.

July 5, 2018  
07:09 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 2

TAX YEAR 2017/1 - 2017/4

TAX LEVY

Original (Original Billed + Deduction Amounts)	5,617,786.38	
Added	1,487.28	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	0.00	
TOTAL LEVY		5,619,273.66

2017 DEDUCTIONS

Senior Citizen	( 9 ) x 250.00	2,250.00	
Disabled Person	( 7 ) x 250.00	1,750.00	
Surviving Spouse	( 0 ) x 250.00	0.00	
Veteran	( 46 ) x 250.00	11,500.00	
Widow of Veteran	( 4 ) x 250.00	1,000.00	
TOTAL DEDUCTION AMOUNTS 2017/1 - 2017/4			( 16,500.00 )

TOTAL LEVY TO BE COLLECTED

5,602,773.66

COLLECTIONS

Prepaid from Prior Year (before 01/01/17)

001 Property Taxes	40,776.21	
Total from Prior Year		40,776.21

Current Year (01/01/17 - 12/31/17)

001 Property Taxes	5,297,917.20	
006 LIENHOLDER TAXES	38,405.15	
Total Current Year		5,336,322.35

Subsequent Year (after 12/31/17)

001 Property Taxes	65,653.97	
006 LIENHOLDER TAXES	62.92	
008 Year End Penalty	0.00	
Total Subsequent Year	65,716.89	
TOTAL COLLECTIONS		5,442,815.45

NSF REVERSALS

TOTAL NSF REVERSALS

0.00

TOTAL COLLECTIONS less NSF REVERSALS

( 5,442,815.45 )

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	1,272.44	0.00	1,272.44	6
053 Vet Allowed	0.00	750.00-	750.00-	3
054 Vet Disallowed	3,582.28	0.00	3,582.28	14
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	750.00	0.00	750.00	3
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 Wid Allowed	0.00	0.00	0.00	0
060 Wid Disallowed	250.00	0.00	250.00	1
061 Lien - Transfer Exst	0.00	2,406.37-	2,406.37-	
062 Foreclosure	0.00	0.00	0.00	
063 Transfer Overpayment	55,786.32	71,585.71-	15,799.39-	

July 5, 2018  
07:09 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 3

064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	551.81	551.81-	0.00	
070 County Board Judgmt	0.00	0.00	0.00	
071 Miscellaneous	0.00	0.00	0.00	
072 State Tax Appeal	0.00	0.00	0.00	
073 Lien - Establish New	0.00	0.00	0.00	
074 Lien - Transfer O.B.	0.00	0.00	0.00	
075 Arrears - Transfer	0.00	0.00	0.00	
076 6% Penalty	978.81	0.00	978.81	
077 Lien Estab New Pnlty	0.00	0.00	0.00	
078 Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079 Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080 Credit Interest	0.00	0.00	0.00	
081 POST WRONG PROP	0.00	0.00	0.00	
082 TRANSFER PAYMENT	0.00	0.00	0.00	
083 Charge Interest	0.00	0.00	0.00	
084 Disabled Vet Exempt	0.00	0.00	0.00	
085 Transf to Water/Sewr	1,098.25	0.00	1,098.25	
086 NSF CHECK	25.00	0.00	25.00	
087 Transfer Balance	0.00	0.00	0.00	
088 LINEHOLDER PAYMENT	0.00	0.00	0.00	
090 SPECIAL CHARGE	0.00	0.00	0.00	
091 LIEN - SP CHRG MISC	0.00	0.00	0.00	0
152 Senior Chargeback	0.00	0.00	0.00	0
156 Disabled Chargeback	0.00	0.00	0.00	0
158 SSP Chargeback	0.00	0.00	0.00	0
HR HOMESTEAD REBATE	0.00	101,711.74-	101,711.74-	
MIS MISC	0.00	0.00	0.00	
RVR RVRSL ADJ	0.00	0.00	0.00	
	<u>64,294.91</u>	<u>177,005.63-</u>	<u>112,710.72-</u>	<u>27</u>
TOTAL ADJUSTMENTS			<u>112,710.72-</u>	
BALANCE 2017/1 - 2017/4			0.00	
Credit Balances			<u>47,247.49</u>	
Debit Balances				<u>47,247.49</u>
TOTAL BALANCE 2017/1 - 2017/4				<u>47,247.49</u>

July 5, 2018  
07:09 PM

BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

Page No: 4

	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00
TOTAL INTEREST ADJUSTMENTS			<u>0.00</u>

# Water/Sewer Receipts Report

March 2018

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2017 Principal	\$ 3,133.57	\$ 3,270.89	\$ 6,404.46
2018 Principal	9,658.48	9,088.84	18,747.32
2018 Overpayments	<u>733.51</u>	<u>325.50</u>	<u>1,059.01</u>
Subtotal	13,525.56	12,685.23	26,210.79
Interest	<u>24.97</u>	<u>231.54</u>	<u>256.51</u>
Subtotal	13,550.53	12,916.77	26,467.30
Lien Holder Payments	252.59	228.48	481.07
Lien Holder Interest	1.29	1.16	2.45
Subtotal	13,804.41	13,146.41	26,950.82
Final Water Reads	80.00	-	80.00
NSF Returned Check	-	-	-
Refund Overpayment	-	-	-
NSF Bank Fees	-	-	-
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	-	-	-
	<u>\$ 13,884.41</u>	<u>\$ 13,146.41</u>	<u>\$ 27,030.82</u>

Carol Feig  
Utility Revenue Collector

# Water/Sewer Receipts Report

April 2018

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2017 Principal	\$ 2,286.81	\$ 2,381.87	\$ 4,668.68
2018 Principal	30,750.87	35,209.61	65,960.48
2018 Overpayments	<u>523.97</u>	<u>853.49</u>	<u>1,377.46</u>
Subtotal	33,561.65	38,444.97	72,006.62
Interest	<u>148.30</u>	<u>136.37</u>	<u>284.67</u>
Subtotal	33,709.95	38,581.34	72,291.29
Lien Holder Payments	-	-	-
Lien Holder Interest	-	-	-
Subtotal	33,709.95	38,581.34	72,291.29
Final Water Reads	20.00	-	20.00
NSF Returned Check	-	-	-
Refund Overpayment	-	-	-
NSF Bank Fees	-	-	-
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	-	-	-
	<u>\$ 33,729.95</u>	<u>\$ 38,581.34</u>	<u>\$ 72,311.29</u>

Carol Feig  
Utility Revenue Collector



# Water/Sewer Receipts Report

May 2018

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2017 Principal	\$ 1,865.55	\$ 2,526.89	\$ 4,392.44
2018 Principal	53,508.37	65,080.97	118,589.34
2018 Overpayments	<u>256.75</u>	<u>66.31</u>	<u>323.06</u>
Subtotal	55,630.67	67,674.17	123,304.84
Interest	<u>147.49</u>	<u>171.18</u>	<u>318.67</u>
Subtotal	55,778.16	67,845.35	123,623.51
Lien Holder Payments	1,105.31	1,212.89	2,318.20
Lien Holder Interest	2.44	2.97	5.41
Subtotal	56,885.91	69,061.21	125,947.12
Final Water Reads	20.00	-	20.00
NSF Returned Check	(499.37)	(348.79)	(848.16)
Refund Overpayment	-	-	-
NSF Bank Fees	25.00	-	25.00
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>-</u>	<u>-</u>	<u>-</u>
	\$ 56,431.54	\$ 68,712.42	\$ 125,143.96

Carol Feig  
Utility Revenue Collector

RESOLUTION  
#2018 - 101

**WHEREAS**, the Borough of Spotswood and the Borough of Helmetta recently executed a contract for police services effective May 1, 2018; and

**WHEREAS**, the Borough of Spotswood desires to take possession of certain Helmetta Police Equipment at an agreed value of \$25,000, as per the attached Schedule A; and

**WHEREAS**, the payment for police services due to the Borough of Spotswood on August 15, 2018, shall be reduced by \$25,000 in order to compensate the Borough of Helmetta for acquisition of said equipment.

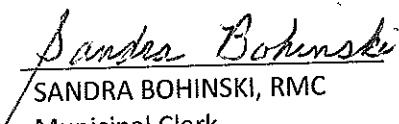
**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Spotswood shall take possession of the police equipment as per the attached Schedule A and the payment for police services due to the Borough of Spotswood shall be reduced by \$25,000 in order to compensate the Borough of Helmetta for acquisition of said police equipment.

**BE IT FURTHER RESOLVED**, that Mayor Chris Slavicek, is hereby authorized to undertake, complete, and sign such documentation as is necessary to effectuate the transfer of said equipment from the Helmetta Police Department to the Spotswood Police Department.

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

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 18, 2018.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

## SCHEDULE A

### HELMETTA POLICE EQUIPMENT TO BE TRANSFERRED TO SPOTSWOOD POLICE

Equipment	VIN/Serial Number	Mileage
2014 Chevy Caprice	6G3NS5V20EL944916	48,941
2013 Chevy Express Van	1GCSGAFX201169869	11,739
2011 Ford Crown Victoria	2FABP7BV5BX112017	74,049
Heckler & Koch Model M1 Super 90 Shotgun	M140890	N/A
Remington 11-87 Shotgun	PC879943	N/A
Remington 11-87 Shotgun	PC880102	N/A
Glock Model 21 Pistol	MMA334	N/A
Glock Model 21 Pistol	MMA343	N/A
Glock Model 21 Pistol	MMA337	N/A
Glock Model 21 Pistol	MMA338	N/A
Glock Model 21 Pistol	MMA344	N/A
Glock Model 21 Pistol	MMA339	N/A
Glock Model 21 Pistol	MMA336	N/A
Glock Model 21 Pistol	MMA335	N/A
Glock Model 21 Pistol	MMA342	N/A
Glock Model 21 Pistol	MMA341	N/A

RESOLUTION  
#2018 – 102

WHEREAS, the Borough of Helmetta has received notification that the NJDOT has issued a \$290,000.00 grant for resurfacing and for the replacement of the Guardrail along Helmetta Boulevard; and

WHEREAS, these funds can be used for applicable services under the Municipal Aid Program Rules, including but not limited to (i.e. paving, curbing and eligible appurtenant improvements), inspection fees and material testing services (grant reimbursable up to 15% of the project construction costs); and

WHEREAS, Remington & Vernick Engineers are requesting authorization to proceed with design, bid and inspection of road improvements fundable by this grant; and

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

Design/CA: \$26,189 (10% of estimated construction)

Inspection/Testing: \$39,383 (15% of construction, and grant-reimbursable

Total: 65, 572


Design services will include preparation of construction plans and bid specifications, preparation of Freehold Soil Conservation District (FSCD) Soil Erosion and Sediment and Sediment Control application, RFA application, bidding, attendance of the receipt of bids, and recommendation of award to low responsive bidder

NOW, THEREFORE BE IT RESOLVED that the Governing Body does hereby give authorization to the Mayor and Municipal Clerk to sign for aforementioned work to be done by Remington & Vernick Engineers. Funds have been certified by Denise Marabello, CFO.

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

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 18, 2018.

  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

CERTIFICATION AS TO AVAILABILITY OF FUNDS  
FOR CONTRACT AWARD

I hereby certify to the Mayor and Committee of the Borough of Helmetta as follows:

1. I am the financial officer charged with the responsibility of maintaining the financial records of Helmetta, and I have been requested to certify as to the availability of adequate funds for a proposed contract between Helmetta and Remington and Vernick Engineers.
2. The maximum amount of the Borough's liability under the proposed contract is \$65,572. Adequate funds will be available by virtue of the 2018 Capital Ordinance.
3. Said contract will be properly charged to Helmetta Blvd Capital Ordinance.
4. The funds so available have not been certified as available for any other contract.

  
Denise Marabello

Date: 7/18/18

RESOLUTION  
#2018 – 103

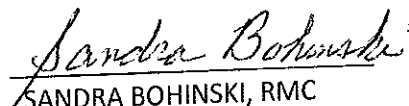
PAYMENT OF BILLS

All bills as shown on the bill list are to be paid.

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

CERTIFICATION

I, Sandra Bohinski, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 18, 2018.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

July 18, 2018  
04:38 PM

BOROUGH OF HELMETTA  
Bill List By P.O. Number

Page No: 1

P.O. Type: A11  
Range: First to Last  
Format: Detail without Line Item Notes

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Aprv: N  
Bid: Y State: Y other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat	Chk	Enc	First	Rcvd	Chk/Void	Invoice
Item Description					Acct Type	Description				Date	Date	Date	
17-00768 12/06/17 FIR04		FIRE & SAFETY SERVICES CORP.											
1 CHASSIS SERVICE			1,225.00	7-01-25-749-020	B	FIRE DEPARTMENT OE	R			12/06/17	07/18/18		
2 PUMP SERVICE			425.00	7-01-25-749-020	B	FIRE DEPARTMENT OE	R			12/06/17	07/18/18		
			1,650.00										
17-00769 12/06/17 FIR04		FIRE & SAFETY SERVICES CORP.											
1 REPLACE BELT/HOSE/OIL ENG 36-2			2,000.00	7-01-25-749-020	B	FIRE DEPARTMENT OE	R			12/06/17	07/18/18		
17-00817 12/18/17 FIR04		FIRE & SAFETY SERVICES CORP.											
1 REPAIRS FOR ENGINE 36-1			540.00	7-01-25-749-020	B	FIRE DEPARTMENT OE	R			12/18/17	07/18/18		
18-00179 03/16/18 AUTOZ005		AUTOZONE STORES LLC											
1 OIL FILTERS/LIGHTS/FUEL FILTER			575.26	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			03/16/18	07/13/18		
18-00190 03/29/18 AUTOZ005		AUTOZONE STORES LLC											
1 FLUID FILM			37.47	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			03/29/18	07/13/18		
2 MOTOR TREATMENT			11.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			03/29/18	07/13/18		
3 TRAILER PLUG			15.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			03/29/18	07/13/18		
4 LUCAS FUEL TREATMENT			31.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			03/29/18	07/13/18		
			97.44										
18-00202 04/05/18 AUTOZ005		AUTOZONE STORES LLC											
1 OIL FILTER 85-00			19.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			04/05/18	07/13/18		
2 3/8 ROUND HEAD			14.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			04/05/18	07/13/18		
3 5 GALLON OIL			59.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R			04/05/18	07/13/18		
			94.97										
18-00323 06/05/18 BET01		BETTER LIVING											
1 FTP ROLLER COVER			11.99	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		
2 ROLLER COVER (3PK)			6.79	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		
3 ANT SPRAY			6.99	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		
4 PLASTIC TRAY LINER			5.34	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		
5 PITCH FORKS			61.98	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		
6 10' EXTENSION HOSE			8.49	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R			06/05/18	07/13/18		



July 18, 2018  
04:38 PM

BOROUGH OF HELMETTA  
BILL List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Amount	Charge Account	Contract	PO Type	Stat/chk	First Rcvd	Chk/Void
Item Description					Acct Type	Description		Enc Date	Date Invoice
18-00323	06/05/18	BET01	BETTER LIVING	Continued					
7	BLACK PRO SPRAY PAINT		15.98	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	06/05/18 07/13/18	
			117.56						
18-00339	06/08/18	MGL01	MGL PRINTING SOLUTIONS						
1	TAX BILL ORIGINAL		135.00	8-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	06/08/18 07/17/18	
2	TAX BILL ADVISE		147.00	8-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	06/08/18 07/17/18	
3	SHIPPING		29.00	8-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	06/08/18 07/17/18	
4	ENVELOPES		143.00	8-01-20-708-021	B	REVENUE ADMN TAX COLL OE	R	06/08/18 07/17/18	
			454.00						
18-00365	06/18/18	TYC01	JOHNSON CONTROLS SECURITY SOL.						
1	MONITORING/RECURRING SERVICE		269.37	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	06/18/18 07/13/18	
18-00372	06/19/18	BET01	BETTER LIVING						
1	PAD LOCKS FOR PAVILLON(4PK)		56.98	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	06/19/18 07/13/18	
18-00385	06/22/18	TRA04	TRAP ROCK INDUSTRIES LLC						
1	COLD PATCH		209.60	8-01-26-765-020	B	STREETS & ROADS OE	R	06/22/18 07/13/18	
18-00391	06/26/18	BEN02	BEN SHAFFER RECREATION INC.						
1	LITTER RECEPTALS 32 GALLON		580.06	8-02-15-026-005	B	CLEAN COMMUNITIES	R	06/26/18 07/17/18	
2	PLASTIC CAN 35 GAL		65.96	8-02-15-026-005	B	CLEAN COMMUNITIES	R	06/26/18 07/17/18	
3	PLASTIC DOMED LIDS		192.06	8-02-15-026-005	B	CLEAN COMMUNITIES	R	06/26/18 07/17/18	
4	COMPLETE POLY PET STATIONS		1,070.88	8-02-15-026-005	B	CLEAN COMMUNITIES	R	06/26/18 07/17/18	
5	FREIGHT		308.00	8-02-15-026-005	B	CLEAN COMMUNITIES	R	06/26/18 07/17/18	
			2,216.96						
18-00392	06/27/18	ALLO9	ALLEGANCE LAWN & GARDEN						
1	MULCH FOR RESIDENTS PARK/COMM		186.00	8-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	06/27/18 07/13/18	
18-00393	06/29/18	JAM04	JAMESBURG PRESS						
1	REGULAR ENVELOPES 1000CT.		65.00	8-01-31-834-020	B	OFFICE SUPPLIES	R	06/29/18 07/13/18	
18-00395	06/29/18	AUTOZ005	AUTOZONE STORES LLC						
1	RADIATOR HOSE		81.49	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	06/29/18 07/13/18	
2	RADIATOR HOSE		88.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	06/29/18 07/13/18	
3	RADIATOR HOSE		83.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	06/29/18 07/13/18	
4	RADIATOR		612.99	8-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	06/29/18 07/13/18	

July 18, 2018  
04:38 PM

BOROUGH OF HELMETTA  
Bill List by P.O. Number

Page No: 3

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	
18-00395 06/29/18	AUTOZ005	AUTOZONE STORES LLC		Continued						
5 FLUID FILM			23.98	8-01-26-315-020		B VEHICLE MAINT-PUBLIC WORKS	R	06/29/18	07/13/18	
			891.44							
18-00397 07/11/18	MED17	MIDDLESEX COUNTY TREASURER								
1 FUEL USAGE JUNE 2018-DPW			272.47	8-01-31-833-020		B GASOLINE	R	07/11/18	07/13/18	
2 FUEL USAGE JUNE 2018-FD			59.25	8-01-31-833-020		B GASOLINE	R	07/11/18	07/13/18	
3 SURCHARGE			6.63	8-01-31-833-020		B GASOLINE	R	07/11/18	07/13/18	
			338.35							
18-00398 07/11/18	MCU01	Middlesex Cty Utilities Auth								
1 DUMPING CHARGES-JUNE 2018			6,238.37	8-01-32-837-020		B LANDFILL/DISPOSAL SOLID WASTE	R	07/11/18	07/13/18	
18-00399 07/11/18	CLE04	CLEARY GIACOBBE ALFIERI&JACOBS								
1 LEGAL SERVICES JUNE 2018			1,264.47	8-01-20-712-020		B LEGAL SERVICES OE	R	07/11/18	07/13/18	
18-00400 07/11/18	MUN08	MUNICIPAL CAPITAL FINANCE								
1 SAVIN PMT #36			338.54	8-01-31-832-020		B COPYING	R	07/11/18	07/13/18	
18-00401 07/11/18	GRE	GREATAMERICA FINANCIAL SERVICE								
1 STAR2STAR PHONE SYSTEM			437.21	8-01-31-827-020		B TELEPHONE COSTS	R	07/11/18	07/13/18	
18-00402 07/11/18	JCP01	JCP&L								
1 ELECTRIC/STREET LIGHTING			1,304.01	8-01-31-826-020		B STREET LIGHTING	R	07/11/18	07/13/18	
2 ELECTRIC/STREET LIGHTING			974.03	8-01-31-825-020		B ELECTRICITY	R	07/11/18	07/13/18	
			2,278.04							
18-00403 07/11/18	WBM01	W.B. MASON								
1 FILE BOXES			107.90	8-01-31-834-020		B OFFICE SUPPLIES	R	07/11/18	07/13/18	
18-00404 07/11/18	COM825	COMCAST								
1 INTERNET 8499 05 248 0016940			146.72	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/11/18	07/13/18	
18-00406 07/11/18	CIR01	CIRCLE JANITORIAL SUPPLIES								
1 TRASH GRABBER			59.00	8-02-15-026-005		B CLEAN COMMUNITIES	R	07/11/18	07/18/18	
2 TRASH BAGS 22X16X52(BOXES)			88.50	8-02-15-026-005		B CLEAN COMMUNITIES	R	07/11/18	07/18/18	
3 TRASH BAGS 15X9X31(BOXES)			106.50	8-02-15-026-005		B CLEAN COMMUNITIES	R	07/11/18	07/18/18	
			254.00							

July 18, 2018  
04:38 PM

BOROUGH OF HELMETTA  
Bill List By P.O. Number

Page No: 4

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
18-00409	07/11/18	AUTOZONE STORES LLC	23.98	8-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	07/11/18 07/18/18		
1	FLUID FILM								
18-00414	07/11/18	TREASURER-ST OF NJ /DEP	720.00	8-05-55-500-021	B WATER OPERATING OE	R	07/11/18 07/13/18		
1	NJ SAFE DRINKING WATER ANNUAL								
18-00415	07/11/18	Crown Trophy #141	13.35	8-01-28-795-020	B RECREATION OE	R	07/11/18 07/17/18		
1	4" OLYMPIA HOLDER TROPHY		15.75	8-01-28-795-020	B RECREATION OE	R	07/11/18 07/17/18		
2	5 1/2" OLYMPIA HOLDER TROPHY		16.50	8-01-28-795-020	B RECREATION OE	R	07/11/18 07/17/18		
3	7" OLYMPIA HOLDER TROPHY		9.50	8-01-28-795-020	B RECREATION OE	R	07/11/18 07/17/18		
4	FREIGHT		55.10						
18-00416	07/11/18	STAR2STAR COMMUNICATIONS	181.00	8-01-31-827-020	B TELEPHONE COSTS	R	07/11/18 07/13/18		
1	TELEPHONE-JULY (PD)		215.34	8-01-31-827-020	B TELEPHONE COSTS	R	07/11/18 07/13/18		
2	TELEPHONE-JULY (FD)		263.63	8-01-31-827-020	B TELEPHONE COSTS	R	07/11/18 07/13/18		
3	TELEPHONE-JULY (MUNICIPAL)		659.97						
18-00417	07/12/18	SAMUEL KLEIN & COMPANY	10,650.00	8-01-20-706-020	B AUDIT SERVICES	R	07/12/18 07/13/18		
1	2017 ANNUAL AUDIT		9,200.00	8-05-55-500-021	B WATER OPERATING OE	R	07/12/18 07/13/18		
2	2017 ANNUAL AUDIT		9,200.00	8-07-55-500-021	B SEWER OPERATING OE	R	07/12/18 07/13/18		
3	2017 ANNUAL AUDIT		29,050.00						
18-00418	07/12/18	SAMUEL KLEIN & COMPANY	2,725.00	8-01-20-705-021	B FINANCE OE	R	07/12/18 07/13/18		
1	MUNICIPAL BUDGET		2,275.00	8-05-55-500-021	B WATER OPERATING OE	R	07/12/18 07/13/18		
2	MUNICIPAL BUDGET		2,275.00	8-07-55-500-021	B SEWER OPERATING OE	R	07/12/18 07/13/18		
3	MUNICIPAL BUDGET		7,275.00						
18-00419	07/12/18	SAMUEL KLEIN & COMPANY	825.00	8-01-20-705-021	B FINANCE OE	R	07/12/18 07/13/18		
1	LOSAP								
18-00422	07/13/18	MIDDLESEX MUNICIPAL J.I.F.	4,557.22	8-01-23-730-020	B LIABILITY INSURANCE	R	07/13/18 07/13/18		
1	AUGUST 2018 INSTALLMENT		4,557.22	8-01-23-732-020	B WORKER'S COMP INSURANCE	R	07/13/18 07/13/18		
2	AUGUST 2018 INSTALLMENT		21,942.78	8-05-55-500-022	B WATER OPERATING INSURANCE	R	07/13/18 07/13/18		
3	AUGUST 2018 INSTALLMENT								

July 18, 2018  
04:38 PM

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
Item Description					Acct Type Description		Enc Date Date	date Invoice
18-00422 07/13/18 MID03		MIDDLESEX MUNICIPAL J.I.F.		Continued				
4 AUGUST 2018 INSTALLMENT			21,942.78	8-07-55-500-022	B SEWER OPERATING INSURANCE	R	07/13/18 07/13/18	
			53,000.00					
18-00423 07/13/18 MON06		MONROE TOWNSHIP UTILITY DEPT.						
1 FIRE HYDRANT I- ACCT 13-052-0			68.75	8-05-55-500-021	B WATER OPERATING OE	R	07/13/18 07/13/18	
18-00424 07/13/18 COM525		COMCAST						
1 INTERNET 8499 05 248 0013525			65.91	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/13/18 07/13/18	
2 INTERNET 8499 05 248 0013525			21.97	8-05-55-500-021	B WATER OPERATING OE	R	07/13/18 07/13/18	
3 INTERNET 8499 05 248 0013525			21.97	8-07-55-500-021	B SEWER OPERATING OE	R	07/13/18 07/13/18	
			109.85					
18-00425 07/13/18 PSE01		PSE&G CO						
1 ACCT 13 014 183 07			96.91	8-01-31-829-020	B NATURAL GAS	R	07/13/18 07/13/18	
18-00426 07/13/18 ACT01		ACTION DATA SVC, INC						
1 PAYROLL- INVOICE 57701			46.68	8-01-20-705-021	B FINANCE OE	R	07/13/18 07/13/18	
2 PAYROLL- INVOICE 57701			15.56	8-05-55-500-021	B WATER OPERATING OE	R	07/13/18 07/13/18	
3 PAYROLL- INVOICE 57701			15.56	8-07-55-500-021	B SEWER OPERATING OE	R	07/13/18 07/13/18	
			77.80					
18-00427 07/13/18 EXC01		EXCLUSIVE ACCOUNTING SERVICE						
1 PAYROLL AGENCY - INVOICE 57702			13.56	8-01-20-705-021	B FINANCE OE	R	07/13/18 07/13/18	
2 PAYROLL AGENCY - INVOICE 57702			4.52	8-05-55-500-021	B WATER OPERATING OE	R	07/13/18 07/13/18	
3 PAYROLL AGENCY - INVOICE 57702			4.52	8-07-55-500-021	B SEWER OPERATING OE	R	07/13/18 07/13/18	
			22.60					
18-00428 07/13/18 XER01		XEROX CORPORATION						
1 METER USAGE			101.83	8-01-31-832-020	B COPYING	R	07/13/18 07/13/18	
18-00429 07/16/18 MUN03		MUNICIPAL CLERKS ASSOC OF NJ						
1 2018-2019 MEMBERSHIP=BOHINSKI			100.00	8-01-20-120-020	B MUNICIPAL CLERK OE	R	07/16/18 07/17/18	
18-00430 07/16/18 FORD		FORD MOTOR CREDIT COMPANY LLC						
1 FINAL LEASE PAY NO. 5688010			6,518.09	8-01-43-746-030	B POLICE SERVICES - SPOTSMOOD	R	07/16/18 07/17/18	
18-00431 07/16/18 ACT01		ACTION DATA SVC, INC						
1 PAYROLL- INVOICE 57971			46.68	8-01-20-705-021	B FINANCE OE	R	07/16/18 07/17/18	



Totals by Year-Fund						
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total
CURRENT FUND	7-01	4,190.00	0.00	4,190.00	0.00	0.00
CURRENT FUND	8-01	45,386.70	0.00	45,386.70	0.00	0.00
WATER OPERATING FUND	8-05	34,265.90	0.00	34,265.90	0.00	0.00
SEWER OPERATING FUND	8-07	33,477.15	0.00	33,477.15	0.00	0.00
Year Total:		113,129.75	0.00	113,129.75	0.00	0.00
GRANT FUND	G-02	2,470.96	0.00	2,470.96	0.00	0.00
Total of All Funds:		119,790.71	0.00	119,790.71	0.00	0.00
		119,790.71	0.00	119,790.71	0.00	0.00

## RESOLUTION

#2018 - 104

### GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2017 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

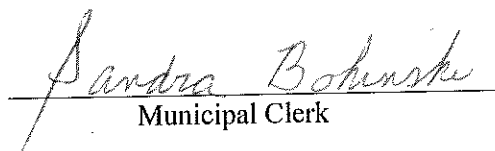
WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED. That the Borough Council of the Borough of Helmetta, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JULY 18, 2018.

  
Municipal Clerk

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT  
GROUP AFFIDAVIT FORM  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF MIDDLESEX

We, members of the governing body of the Borough of Helmetta, in the County of Middlesex being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the Borough Council of the Borough of Helmetta in the county of Middlesex;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2017;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) <u>Mayor Chris Staniel</u>	(L.S.) <u>[Signature]</u>
(L.S.) <u>[Signature]</u>	(L.S.) <u>[Signature]</u>
(L.S.) <u>Norman Carolan Gentile</u>	(L.S.) _____
(L.S.) <u>[Signature]</u>	(L.S.) _____
(L.S.) <u>[Signature]</u>	(L.S.) _____

Sworn to and subscribed before me this

18<sup>th</sup> day of July  
Sandra Bohinski  
Notary Public of New Jersey

Sandra Bohinski  
Clerk

-----  
The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.



**RESOLUTION  
#2018 - 105**

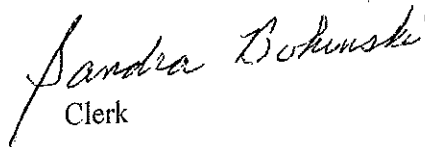
**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE  
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment  
Decisions Under Title VII of the Civil Rights Act of 1964"**

WHEREAS, N.J.S.A.40A:4-S as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," as amended, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, That the Borough Council of the Borough of Helmetta, hereby states that it has complied with N.J.S.A.40A:4-S, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON JULY 18, 2018.

  
Clerk

**RESOLUTION  
#2018 - 105**





**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE  
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**





**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES**

STATE OF NEW JERSEY  
COUNTY OF MIDDLESEX

We, members of the governing body of the Borough of Helmetta being duly sworn according to law,  
upon our oath depose and say:

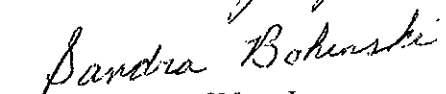
1. We are duly elected members of the Borough Council of the Borough of Helmetta in the County of Middlesex;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

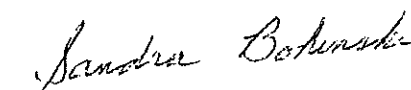
(L.S.)   
(L.S.)   
(L.S.)   
(L.S.) 

(L.S.)   
(L.S.)   
(L.S.)   
(L.S.) 

Sworn to and subscribed before me this

18<sup>th</sup> day of July

  
Notary Public of New Jersey

  
Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the