

MEETING OF MAYOR AND COUNCIL  
Minutes of June 25, 2018

**\* 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 protecting our freedom.

**\* CALLING OF THE ROLL**

Mayor Slavicek

Councilman Karczewski

Councilwoman Carolan-Genthe

Councilman Dzingleski

Councilman Peckham

Councilman Perez - absent

Councilman Reid

Also in attendance:

Matthew Crane, Borough Administrator

Acting Borough Attorney Jonathan F. Cohen

**\* 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, 2017. 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, spoke about the Fire Department. He is concerned about the amount of time it takes for the Fire Department to respond to a call. As far as safety standard, what is the proper response time. They couldn't respond to a fire on the 18<sup>th</sup> because they couldn't man the Fire Department. They had to call Jamesburg and what would happen if

Jamesburg couldn't respond as they are a volunteer Fire Department. Councilman Karczewski said that is why you have mutual aid. It not only happens here but all over. Mr. Nartowicz said

that ten minutes is marginal but twenty – twenty five minutes is unacceptable. There has been litigation where a homeowner has sued the town because the Fire Department couldn't respond properly. I'm concerned. They couldn't man the fire but when he road by on Monday there was a crew cleaning up. Councilman Karczewski said that a lot of guys are out of towners and if we didn't have them there would be no department. Councilman Karczewski asked what he would like to see done and he responded more mutual aid. The Mayor stated that he asked for the report. On May 18<sup>th</sup> the call came it at 10:05 and they arrived at 10:20. On June 17<sup>th</sup>, the call came in at 10:59 and they arrived at 11:08. Mr. Nartowicz asked if would be better to go with Monroe. Councilman Reid said that Spotswood and Jamesburg arrived before Monroe. He was concerned if the town would be held liable. The Mayor said no one was hurt and he went to the one fire and he said it was admirable to see if they work

Mr. Nartowicz asked about the capital ordinance for the geographic study. He said that they had one done at the Association and they asked to have them update it and it saved a lot of money. The Mayor responded that it was never done here and they are going to do it in small phases.

Jack Kraemer, 37 Railroad Avenue and OEM Coordinator spoke on the Emergency Operation Plan. He thanked the Mayor, Administrator and Clerk for their help. He is in need of a few signatures and will be sending it to the State Police for their acceptance. It hasn't been rewritten since 1999. On the Fire Department side he said he is the Fire Coordinator for Middlesex County what goes on here is standard all over. In Helmetta we have a MUA with Jamesburg and Spotswood. Jack said he doesn't quite agree with the times stated. We look at life, property and then conservation of the property. What he tells people is to get involved.

A MOTION was made by Councilman Karczewski and SECONDED by Councilman Peckham to open to the Public a hearing on the budget. ROLL CALL: 5 – 0  
There was no one who wished to speak on the budget. A MOTION was made by Councilman Reid and SECONDED by Councilman Peckham to close the Public hearing. ROLL CALL: 5 – 0.

**\* RESOLUTION # 2018 – 94 AMENDMENT TO 2018 MUNICIPAL BUDGET**

MOTION – Councilman Karczewski      SECOND – Councilman Peckham  
ROLL CALL: 5 - 0

**\* RESOLUTION # 2018 – 93 ADOPTION OF 2018 BUDGET**

MOTION- Councilwoman Carolan-Genthe      SECOND – Councilman Dzingleski  
ROLL CALL: 5 - 0

**\* CONSENT AGENDA - RESOLUTON #2018 - 100**

Report of Municipal Clerk, Tax Collector,  
Resolutions:

# 2018 – 95 Approve and Accept the Emergency Operations Plan as required by the  
Borough of Helmetta Office of Emergency Management  
96 Grant Agreement for Volunteer Fire Assistance  
97 Bills payable as per list  
98 2018 Salaries  
99 Emergency Interconnection Agreement as required by N.J.A.C. 7:19-6.9 (G)  
MOTION – Councilman Reid      SECOND – Councilman Karczaewski  
ROLL CALL: 5 - 0

\*ACCEPTANCE of MINUTES of May 16, 2018  
MOTION- Councilwoman Carolan-Genthe      SECOND – Councilman Reid  
ROLL CALL: 5 - 0

\* REPORTS of Mayor, Council Members, Borough Attorney, Borough Administrator  
Mayor Slavicek congratulated the Class of 2018 and announced that Principal Calder will be retiring. The Mayor thanked the Fire Department, OEM, Fire Marshal and neighboring Fire Departments for all they did for the recent garage fire. Dr. Chief Michael sent in a monthly report if anyone would like to see. Crab apple trees will be planted on July 1<sup>st</sup>, the Fishing Derby was held on June 9<sup>th</sup> and all had a good time. Save the Date of September 22 for Helmetta Day.

Councilman Dzingleski also said the Fishing Derby was a great success. Twenty-four children registered. A 13" bass was the largest fish caught.

Councilman Karczewski said the parks have been mulched and are season protected. The pavilion project has the lights and fans up. We are set for our first event. It was asked you will pay for it. There are five LED lights. The Borough will be paying it. Street sweeping will be scheduled for the next month. Sewer line jetting will take place in July on Madison, Sutton, Old Forge and York. The bacteriological testing of our water samples came back fine. The grounds by the Community Center will be fertilized. We are going to put up dog waste signs by the Community Center so the residents will be aware to clean up. We had funds available in our capital and we will look into purchasing a clock for in front of the building. We had hoped to put it on Old Forge and Main but can't do it there because of site lines. We are going to upgrade the lights in the Building to LED's.

\* ORDINANCES:

Capital Ordinance # 2018-03 (Second Reading)

Capital Ordinance providing for road improvements to Helmetta Boulevard, appropriating \$330,000 therefor, and reappropriating \$15,000 in excess funds not needed for their original purposes in order to fund a portion of the costs of said road improvements, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey

MOTION to open Public Hearing was made by Councilwoman Carolan-Genthe and  
SECONDED by Councilman Dzingleski. ROLL CALL: 5 – 0.

John Nartowicz asked in East Brunswick has been contacted to do their part of Helmetta Boulevard. The Mayor said that the Borough Administrator has made contact with them. Mr. Daly asked if it is going to be done to the line on Lake Avenue and he was told yes. A MOTION was made to close the Public Portion by Councilwoman Carolan-Genthe and SECONDED by Councilman Reid. ROLL CALL: 5 – 0

A MOTION TO ADOPT was made by Councilwoman Carolan-Genthe and SECONDED by Councilman Reid.

Capital Ordinance #2018 – 4 (Second Reading)

Capital Ordinance providing for Geographic Information System mapping-Phases I, II, and III, and appropriating \$39,900 therefor, authorized in and by the Borough of Helmetta, in the County of Middlesex, New Jersey

A MOTION to open the hearing to the Public was made by Councilman Reid and SECONDED by Councilman Peckham. ROLL CALL: 5 – 0. There being no one who wished to speak, the Public Portion was closed by a MOTION made by Councilwoman Carolan-Genthe and SECONDED by Councilman Peckham. ROLL CALL: 5 – 0

A MOTION to adopt was made by Councilwoman Carolan-Genthe and SECONDED by COUNCILMAN Dzingleski. ROLL CALL: 5 – 0.

\* CLOSED SESSION – RESOLUTION 101 - Litigation/Personnel

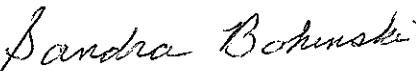
MOTION – Councilman Dzingleski      SECOND – Councilman Peckham

ROLL CALL: 5 - 0

A MOTION to go into Open Session was made by Councilman Karczewski and SECONDED by Councilman Dzingleski. ROLL CALL: 5- 0.

\* ADJOURNMENT

There being no further business a MOTION was made by Councilwoman Carolan-Genthe and SECONDED by Councilman Peckham. ROLL CALL: 5 – 0



Sandra Bohinski  
Municipal Clerk

SANDRA BOHINSKI

Marr

Dog and  
Cat License      \$8.00

# BOROUGH OF HELMETTA

## REPORT OF THE TAX COLLECTOR

MONTH OF: MAY 2018

DATED: 5/31/2018

TAXES 2017 6,529.31  
TAXES 2018 879,694.23

DISBURSEMENTS  
INTEREST 1,196.45

LIEN TAXES + INTEREST  
LIEN REDEMPTION + INT 16,846.65  
DUPLICATE BILL FEE 5.00  
RECORDING FEES 130.00  
DUPLICATE CERT FEE

TOTAL 904,401.64

## TAX COLLECTORS TRUST

PRIOR BALANCE  
DEPOSIT

DISBURSEMENTS 1ST QTR TAXES \$1,114.14 TO HELMETTA  
LIEN REDEMPTION \$27,576.65

BALANCE

*Tina McDermott*  
TINA MCDERMOTT  
TAX COLLECTOR

## ADJUSTMENTS

VETERAN ALLOWED (250.00)  
  
(250.00)

CLOSING BALANCES		DEBIT	CREDIT	NET
2017	48,865.98	0.00		48,865.98
2018	90,045.41	(41,307.48)		48,737.93

77,394.36  
\$18,090.79

95,485.15

28,690.79

66,794.36

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 Resolution	Homestead Rebate	Balance
2018 Balances		Prepaid													
		(116,514.69)													(40,776.21)
January	(116,514.69)	(934,969.98)	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	(38,864.39)				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	(879,694.23)						(250.00)							48,737.93
June															0.00
July															0.00
August															0.00
September															0.00
October															0.00
November															0.00
December															0.00
		(2,694,737.91)	2,817,146.11	1,402.23	0.00	2,348.08	(13,049.63)	(16,750.00)	1,250.00	0.00	0.00	0.00	0.00	(48,870.95)	48,737.93

TAX COLLECTOR'S TRUST ACCOUNT - BOROUGH OF HELMETTA							Ck Register	CLEARED	NOTES
DATE	CHK#	SOURCE	NATURE OF ITEM	CK AMT	cl	DEP AMT	BALANCE	BALANCE	
							\$90,157.75	\$90,157.75	actual balance from 12/31/17
3/16/17	1032	16-00006	prem	\$1,700.00			\$88,457.75	\$88,457.75	still not cleared as of 12/31/17 statement
1/18/18	1032	16-00006	vold uncashed check			\$1,700.00	\$90,157.75	\$90,157.75	
1/29/18		lien redemption	17-00002		X	\$1,659.89	\$91,817.64	\$91,817.64	Balance as of 1/31/18 statement
2/6/18		lien redemption	17-00008		X	\$1,708.95	\$93,527.59	\$93,527.59	
2/13/18	1048	17-00006	1709.95 & 1400 prem	\$3,109.95	X		\$90,417.64	\$90,417.64	
2/13/18	1049	17-00002	1659.89, 1400 prem	\$3,059.89			\$87,357.75	\$90,417.64	
2/28/18		lien redemption	17-00011		X	\$1,426.13	\$88,783.88	\$91,843.77	transferred from taxes to trust, dep wring acct
2/28/18		corporate analysis	charge via bank	\$48.40	X		\$88,735.48	\$91,795.37	Balance as of 2/28/18 statement
3/13/18	1050	17-00011	1426.13, 1500 prem	\$2,926.13	X		\$85,809.35	\$88,869.24	
3/22/18		lien redemption	16-00001		X	\$3,953.60	\$89,762.95	\$92,822.84	
3/28/18		lien redemption	17-00012		X	\$2,908.25	\$92,671.20	\$95,731.09	over 1 cent, as per 3/30 statement
4/3/18	1051	16-00001	3,953.60, 4,800 prem	\$8,753.60	X		\$83,917.60	\$86,977.49	
4/19/18	1052	17-00012	2,908.24 & 1,900 prem	\$4,808.24	X		\$79,109.36	\$82,169.25	
4/30/18		corporate analysis	charge via bank	\$15.00	X		\$79,094.36	\$82,154.25	Balance as of 4/30/18 statement
4/26/18	1053	16-00006	prem	\$1,700.00			\$77,394.36		re-issue ck
5/3/18		lien redemption	17-00008 (8,234.08)			\$9,348.22	\$86,742.58		Paid 2nd qtr taxes as well
5/3/18	1054	17-00008	1ST QTR TAXES	\$1,114.14			\$85,628.44		ck to taxes
5/17/18		lien redemption	17-00003			\$8,742.57	\$94,371.01		
5/17/18	1055	17-00008	8,234.08, 9,100 prem	\$17,334.08			\$77,036.93		
5/31/18	1056	17-00003	1500 prem, 8742.57	\$10,242.57			\$66,794.36		



## BOROUGH OF HELMETTA

2017

## DELINQUENT TAXES

as of 5/31/18

	12/31/2017	TOTAL	Penalty	2017
Transfer O/P		111,763.63		
Adj (22.44) senior disallowed				
county brd judg				
new lien				111,763.63
		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			48,865.98
JULY	48,865.98			48,865.98
AUGUST	48,865.98			48,865.98
SEPTEMBER	48,865.98			48,865.98
OCTOBER	48,865.98			48,865.98
NOVEMBER	48,865.98			48,865.98
DECEMBER	48,865.98			48,865.98
BALANCE				\$ 48,865.98

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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: 05/31/18
As Of Date: 05/31/18		Assessed Value/SPTX Code Year: 2017	Include Tax Sp Charges: N
		Include Utility Due As Of 05/31/18: N	Include Other Special Charges: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	21,369.69	21,369.64	23,149.67	23,149.60	89,038.60
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)	12,707.28	10,356.08	9,155.51	5,698.89	37,917.76
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)	8,662.41	7,779.89	13,994.16	18,429.52	48,865.98
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)	8,662.41	7,779.89	13,994.16	18,429.52	48,865.98
Payments (Intr)	2,231.74	1,293.05	1,176.04	1,563.39	6,264.22
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: 48,865.98  
Total Per Diem Interest: 3,498.36  
Total Balance: 52,364.34

2017 DEDUCTIONS

Number of Accts:	16	Senior Citizen	0
Land Value:	1,537,500	Disabled Person	0
Improvement Value:	1,454,100	Surviving Spouse	0
Limited Exemptions:	0	Veteran	2
Net Taxable Value:	2,991,600	Widow of Veteran	0

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

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BOROUGH OF HELMETTA  
Cash Receipts Totals from 05/01/18 to 05/31/18

Page No: 1

Range: Block: First to Last  
Lot:  
Qual:  
Range of Codes: First to Last  
Range of Batch Ids: First to Last  
Range of Sections: First to Last  
Range of Spec Tax Codes: First to Last  
Payment Type Includes: Tax: Y Sp Charges: Y  
Animal: N Misc: Y  
Payment Method Includes: Cash: Y Check: Y  
Print Miscellaneous w/Block/Lot/Qual: N

Range of Accounts: First to Last  
Range of Years: First to 2019  
Range of Periods: 1 to 12  
Range of Dates: 05/01/18 to 05/31/18  
Name to Print: Bill To  
Print Ref Num: N Print Utility w/Block/Lot/Qual: N  
Lien: Y Sp Assmnt: N Water: N Sewer: N  
Credit: Y Range of Installment Due Dates: First to Last  
Print Only Miscellaneous w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal 2017	2018	2019	Interest	Total
001 Property Taxes	620	0.00	6,529.31	872,410.06	0.00	1,120.50	880,059.87
006 LIENHOLDER TAXES	5	0.00	0.00	7,284.17	0.00	75.95	7,360.12
Tax Payments	625	0.00	6,529.31	879,694.23	0.00	1,196.45	887,419.99
LLR Lien Redemption	37	15,935.26	0.00	0.00	0.00	911.39	16,846.65
REC Recording Fees	3	130.00	0.00	0.00	0.00	0.00	130.00
Lien Payments	40	16,065.26	0.00	0.00	0.00	911.39	16,976.65
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
028 NSF-Water	1	25.00	0.00	0.00	0.00	0.00	25.00
Misc Payments	3	50.00	0.00	0.00	0.00	0.00	50.00
Payments Total:	668	16,115.26	6,529.31	879,694.23	0.00	2,107.84	904,446.64
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:	668	16,115.26	6,529.31	879,694.23	0.00	2,107.84	904,446.64

Total Cash: 10,471.50  
Total Check: 893,028.60  
Total Credit: 946.54

45.00 W&S

904,401.64

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BOROUGH OF HELMETTA  
Adjustment Report By Block/Lot/Qual

Page No: 1

Range: Block: First to Last      Bill Year Range: 0 to 2018      Adjust Code Range: First to Last  
Lot:      Bill Period Range: 1 to 4      Name/Location To Print: Owner Name  
Qual:      Date Range: 05/01/18 to 05/31/18      Page Break After Totals: N  
System Date Range: 05/01/18 to 05/31/18      Include Adjustment Type: All  
Include: Tax: Y    Sp Charges: N    Lien: N    Special Assessment: N

Block/Lot/Qual	Yr/Prd/Instl	Date	Code	Ded	Type Description	Acct Id	Owner Name Principal	Install Int	Interest	Total	User Id	Batch Id
20.	81.				Tax		NARTOWICZ, JOHN & FRANCES					
2018 2	05/03/18	053	1				250.00-	0.00	0.00	250.00-	CTC	CTC

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BOROUGH OF HELMETTA  
Adjustment Report By Block/Lot/Qual

Page No: 2

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
<hr/>							
Total for Year 2018							
053	Vet Allowed	<u>1</u>	<u>250.00-</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00-</u>	<u>1</u>
		1	250.00-	0.00	0.00	250.00-	1
Totals for All Years:							
053	Vet Allowed	<u>1</u>	<u>250.00-</u>	<u>0.00</u>	<u>0.00</u>	<u>250.00-</u>	<u>1</u>
		1	250.00-	0.00	0.00	250.00-	1

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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: 05/31/18 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-	0.00	0.00	47,870.95-
Balance Adjustments (Prin)	832.61	11,534.16-	0.00	0.00	10,701.55-
Payments (Prin)	1,375,373.08	1,294,201.52	25,163.31	0.00	2,694,737.91
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)	27,486.34	46,414.90	25,163.31-	0.00	48,737.93
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)	27,486.34	46,414.90	25,163.31-	0.00	48,737.93
Payments (Intr)	1,543.06	255.05	0.00	0.00	1,798.11
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: 48,865.98  
Current Balance: 48,737.93  
Total Balance: 97,603.91

2018 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	9
Land Value:	86,059,562	Disabled Person	7
Improvement Value:	154,549,314	Surviving Spouse	0
Limited Exemptions:	0	Veteran	46
Net Taxable Value:	240,577,878	Widow of Veteran	4

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

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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 )

TOTAL LEVY TO BE COLLECTED

2,802,048.34

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	2,558,624.66	
006 LIENHOLDER TAXES	19,598.56	
Total Current Year		2,578,223.22

Subsequent Year (after 12/31/18)

Total Subsequent Year	0.00	
-----------------------	------	--

TOTAL COLLECTIONS

2,694,737.91

NSF REVERSALS

TOTAL NSF REVERSALS	0.00	
---------------------	------	--

TOTAL COLLECTIONS less NSF REVERSALS

( 2,694,737.91 )

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/Disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	500.00	0.00	500.00	1
053 Vet Allowed	0.00	500.00-	500.00-	2
054 Vet Disallowed	750.00	0.00	750.00	3
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	250.00	0.00	250.00	1
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 Judgmt	0.00	0.00	0.00	

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Tax Account Status Audit Totals

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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	
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	48,870.95-	48,870.95-	
MIS MISC	0.00	0.00	0.00	
RVR RVRSL ADJ	0.00	0.00	0.00	
	<u>17,730.32</u>	<u>76,302.82-</u>	<u>58,572.50-</u>	<u>7</u>
TOTAL ADJUSTMENTS			<u>58,572.50-</u>	
BALANCE 2018/1 - 2018/4				
Credit Balances			41,307.48-	
Debit Balances			<u>90,045.41</u>	
TOTAL BALANCE 2018/1 - 2018/4				<u><u>48,737.93</u></u>



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Tax Account Status Audit Totals

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	<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>

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BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

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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: 05/31/18 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)	1,310,324.38	1,223,472.39	1,456,103.89	1,451,296.30	5,441,196.96
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)	8,662.41	7,779.89	13,994.16	18,429.52	48,865.98
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)	8,662.41	7,779.89	13,994.16	18,429.52	48,865.98
Payments (Intr)	4,466.14	3,440.98	3,586.86	3,529.46	15,023.44
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: 48,865.98  
Total Balance: 48,865.98

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.

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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	<u>0.00</u>	
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	<u>1,000.00</u>	
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	<u>40,776.21</u>	
Total from Prior Year		40,776.21

Current Year (01/01/17 - 12/31/17)		
001 Property Taxes	5,299,095.51	
006 LIENHOLDER TAXES	<u>38,405.15</u>	
Total Current Year		5,337,500.66

Subsequent Year (after 12/31/17)		
001 Property Taxes	62,857.17	
006 LIENHOLDER TAXES	62.92	
008 Year End Penalty	<u>0.00</u>	
Total Subsequent Year		<u>62,920.09</u>
TOTAL COLLECTIONS		5,441,196.96

NSF REVERSALS		
TOTAL NSF REVERSALS		0.00

TOTAL COLLECTIONS less NSF REVERSALS ( 5,441,196.96 )

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-	

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064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	551.81	551.81-	0.00	
070 County Board Judgmnt	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	
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

112,710.72-

BALANCE 2017/1 - 2017/4

Credit Balances

0.00

Debit Balances

48,865.98

TOTAL BALANCE 2017/1 - 2017/4

48,865.98

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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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	<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>

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:			
Within "CAPS"		XXXXXXXXXXXX	XXXXXXXXXXXX
(a&b) Operations Including Contingent		XXXXXXXXXXXX	XXXXXXXXXXXX
(e) Deferred Charges and Statutory Expenditures - Municipal		30001-00	\$ 1,211,535.00
(g) Cash Deficit		30004-00	\$ 167,816.00
Excluded from "CAPS"		46-885	\$
(a) Operations - Total Operations Excluded from "CAPS"		XXXXXXXXXXXX	XXXXXXXXXXXX
(c) Capital Improvements		60023-00	\$ 531,734.40
(d) Municipal Debt Service		60002-00	\$ 47,500.00
(e) Deferred Charges - Municipal		60003-00	\$ 83,750.00
(f) Judgments		60024-00	\$
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 & 17.3)		37-480	\$
(g) Cash Deficit		29-405	\$
(k) For Local District School Purposes		46-885	\$
(m) Reserve for Uncollected Taxes		60008-00	\$
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)		50-899	\$ 170,677.68
Total Appropriations		60010-00	\$
		30000-00	\$ 2,213,013.08

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 25th day of June, 2018. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2018 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this 25th day of June, 2018

*Danaher Bohanick*  
Clerk

Sheet 42

**BOROUGH OF HELMETTA**  
**AMENDMENT TO 2018 MUNICIPAL BUDGET**

WHEREAS, the Local Municipal Budget for the year 2018 was introduced on the 16th day of May, 2018 and

WHEREAS, the public hearing on said Budget has been held as advertised on June 25, 2018; and

WHEREAS, the Mayor and Council desires to amend said Budget.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, that the following amendments to the approved budget for 2018 be made:

**CURRENT FUND**FromTo**GENERAL REVENUES**

## 3. Miscellaneous Revenues:

## Section B: State Aid Without Offsetting Appropriations:

Consolidated Municipal Property Tax Relief Aid  
 Energy Receipts Tax

\$	16,157.00	\$	12,437.00
\$	<u>126,114.00</u>	\$	<u>129,834.00</u>

BE IT FURTHER RESOLVED that this Amendment merely reallocated to state aid categories and has no net impact on the overall budget and amount to be raised by taxation and as such, the NJDCA is not requiring an advertisement and public hearing.

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed forthwith in the office of the Director of Local Government Services for certification of the 2018 Local Municipal Budget, so amended.

IT IS HEREBY CERTIFIED that this is a true copy of a resolution amending the Budget with respect only to the state aid allocation, adopted by the Governing Body on the 25th day of June, 2018.

**RECORDED VOTE:****MOTION****VOTE**

	<u>1st</u>	<u>2nd</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Dzingleski			✓			
Genthe			✓			
Karczewski	✓		✓			
Peckham		✓	✓			
Perez						✓
Reid			✓			

DATED: June 25, 2018

ATTEST:

Sandra Bohinski  
 Sandra Bohinski, Borough Clerk

Approve And Accept The Emergency Operations Plan As Required By The Borough  
Of Helmetta Office Of Emergency Management

WHEREAS, the Borough of Helmetta has prepared an Emergency Operations Plan which sets forth the general policies and procedures for Helmetta Borough departments and supporting agencies and organizations to protect and ensure public safety, reduce damage to property, and avoid and limit economic disruption before, during, and after an emergency; and

WHEREAS, this plan complies with existing federal, state and local statutes and is consistent with the capabilities and resources of the various agencies and organizations involved; and

WHEREAS, all individuals, agencies, and organizations assuming responsibility under this plan have developed and shall continue to improve upon detailed procedures necessary to carry out their respective responsibilities, describing how response and recovery functions shall be accomplished; and

WHEREAS, this plan shall be revised and updated, and related training and exercise programs undertaken, as indicated herein; and

WHEREAS, it is necessary for the acceptance and approval of the Emergency Operations Plan as required by the Borough of Helmetta Office of Emergency Management which provides an all hazard response to emergencies such as, Transportation, Fire Fighting, Search and Rescue, Emergency Management, Communications, Public Works, Mass Care, Public Health, and Hazmat;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the Emergency Operations Plan as required by the Borough of Helmetta Office of Emergency Management is hereby accepted and approved;

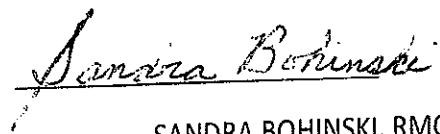
BE IT FURTHER RESOLVED that the Clerk of the Borough shall forward a certified copy of this Resolution to the Middlesex County Office of Emergency Management.



	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 June 25, 2018.



SANDRA BOHINSKI, RMC  
Municipal Clerk

GRANT AGREEMENT  
BETWEEN  
**BOROUGH OF HELMETTA**

(Name of Grantee)  
AND  
THE STATE OF NEW JERSEY  
BY AND FOR  
THE DEPARTMENT OF ENVIRONMENTAL PROTECTION

GRANT IDENTIFIER: FS18-116

GOVERNING BODY RESOLUTION

The governing body of BOROUGH OF HELMETTA  
(print Grantee's name)

desires to further the public interest by obtaining a grant from the State of New Jersey in the amount of up to \$ 3,171.59  
to fund the following project:

Volunteer Fire Assistance Grant

Therefore, the governing body resolves that Pradeep R. Mathew or the successor to the office of  
(print name)

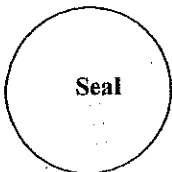
Fire Chief is authorized (a) to make application for such a grant, (b) if awarded, to execute  
(print title of authorized official)  
a grant agreement with the State for a grant in an amount not less than \$ 0.00 and not more than \$ 3,171.59,  
and (c) to execute ☐ any amendments thereto ☒ any amendments thereto which do not increase the Grantee's obligations.

\*The Mayor and Council authorizes and hereby agrees to  
(print name of Grantee's governing body, e.g., board of chosen freeholders)  
match 50 % of the Total Project Amount, in compliance with the match requirements of the agreement. The availability of the  
match for such purposes, whether cash, services, or property, is hereby certified. Zero % of the match will be made up of in-kind  
services (if allowed by grant program requirements and the agreement).\*

The Grantee agrees to comply with all applicable Federal, State, and municipal laws, rules, and regulations in its performance pursuant to the agreement.

Introduced and passed June 25, 2018.

Ayes: 6  
Noes: -0-  
Absent: -0-



\* The portion of this form between the asterisks should only be completed if matching funds are required under the terms of the agreement. Where in-kind services are allowed and are stipulated by the Grantee, an attachment must be provided and appended hereto, breaking out the in-kind services.

**CERTIFICATION\***

I, Mathew Crane, ☐ municipal clerk ☐ county clerk ☐ utilities Authority Clerk  
(print name)  
☒ (other, specify) Administrator of BOROUGH OF HELMETTA  
(print Grantee's name)  
certify that this resolution was duly adopted by Mayor and Council at a  
(print name of Grantee's governing body)

meeting duly held on the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_; that this resolution has not been amended or repealed; and that it remains in full force and effect on the date I have subscribed my signature. \*\*

Mathew Crane  
(signature) \*

Mathew Crane  
(print name)  
Administrator  
(print title)

Date: 6/25/18 \*\*

\* Certification must be signed by an official other than the individual authorized to execute the agreement.

\*\* This date must be no more than sixty (60) days prior to the Grantee's execution of the agreement. If the original certification expires prior to the Grantee's execution, the Grantee must submit a currently certified copy of this Attachment C when it returns the executed agreement to the Department.

RESOLUTION  
# 2018 – 97

PAYMENT OF BILLS

All bills are to be paid as listed on bill list.

	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 June 25, 2018.



SANDRA BOHINSKI, RMC  
Municipal Clerk



PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00313	05/31/18	BET01	BETTER LIVING		Continued								
3	20X3	THREADED ROD		13.95	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
				30.11									
18-00314	05/31/18	FLAG005	FLAG STORE OF CT, LLC										
1	3X5	USA NYLON FLAGS W/POLES		210.00	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
2	SHIPPING			15.00	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
				225.00									
18-00315	05/31/18	ALL09	ALLEGANCE LAWN & GARDEN										
1	MULCH (12	CUBIC YDS)		300.00	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
18-00316	05/31/18	BET01	BETTER LIVING										
1	ZIPLOCKS	FOR WATER SAMPLES		7.58	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
18-00317	05/31/18	PAUL005	PAUL REED										
1	SHIPPING	TO ALLIED-	METER TEST	11.10	8-01-31-831-020		B POSTAGE		R	05/31/18	06/20/18		
18-00321	05/31/18	CTR01	CIRCLE JANITORIAL SUPPLIES										
1	JOHNNY	MOPS		3.87	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
2	NATURAL	FLOOR CLEANER (4GAL)		39.95	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
3	MOP	HEADS (BOX)		79.90	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
4	MOP	POLE		21.50	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	05/31/18	06/20/18		
				145.22									
18-00322	06/01/18	SHE03	SHERWIN WILLIAMS										
1	Red paint	for doors/hydrants		159.96	8-01-26-772-020		B BUILDINGS & GROUNDS	OE	R	06/01/18	06/20/18		
18-00334	06/07/18	STA17	STAR2STAR COMMUNICATIONS										
1	TELEPHONE-JUNE (FD)			215.39	8-01-31-827-020		B TELEPHONE COSTS		R	06/07/18	06/20/18		
2	TELEPHONE-JUNE (MUNICIPAL)			263.80	8-01-31-827-020		B TELEPHONE COSTS		R	06/07/18	06/20/18		
3	TELEPHONE-JUNE (PD)			181.12	8-01-31-827-020		B TELEPHONE COSTS		R	06/07/18	06/20/18		
				660.31									
18-00336	06/07/18	ONE02	ONE CALL CONCEPTS, INC.										
1	REGULAR	LOCATES-MAY		16.25	8-01-26-765-020		B STREETS & ROADS	OE	R	06/07/18	06/20/18		
18-00337	06/07/18	XER01	XEROX CORPORATION										
1	METER	USAGE		101.83	8-01-31-832-020		B COPYING		R	06/07/18	06/20/18		

BOROUGH OF HELMETTA  
Bill List By P.O. Number

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice
18-00338	06/07/18	STA02	STAPLES CREDIT PLAN						
			1 36X5X24 SIDE LOADING BOXES	91.12	8-01-42-855-020	B MUNICIPAL COURT OE	R	06/07/18	06/20/18
			2 MEDIUM DUTY BOXES	141.70	8-01-42-855-020	B MUNICIPAL COURT OE	R	06/07/18	06/20/18
			3 COPY PAPER	84.73	8-01-31-834-020	B OFFICE SUPPLIES	R	06/07/18	06/20/18
				<u>317.55</u>					
18-00340	06/11/18	CUS	CUSTOM LANDSCAPING & LAWN CARE						
			1 SPRINKLER OPENING	164.00	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/11/18	06/21/18
			2 REPLACING SPINKLER HEAD	65.00	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/11/18	06/21/18
				<u>229.00</u>					
18-00341	06/12/18	JAM04	JAMESBURG PRESS						
			1 1000 CT. WINDOW ENVELOPES	39.00	8-01-31-834-020	B OFFICE SUPPLIES	R	06/12/18	06/21/18
			2 1000 CT. WINDOW ENVELOPES	13.00	8-05-55-500-021	B WATER OPERATING OE	R	06/12/18	06/21/18
			3 1000 CT. WINDOW ENVELOPES	13.00	8-07-55-500-021	B SEWER OPERATING OE	R	06/12/18	06/21/18
				<u>65.00</u>					
18-00342	06/12/18	CLE04	CLEARY GIACOBBE ALFTIERI&JACOBS						
			1 LEGAL SERVICES MAY 2018	1,047.73	8-01-20-712-020	B LEGAL SERVICES OE	R	06/12/18	06/20/18
18-00343	06/12/18	COM825	COMCAST						
			1 INTERNET 8499 05 248 0016940	146.72	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/12/18	06/20/18
18-00344	06/12/18	WBM01	W.B. MASON						
			1 COPY PAPER	26.99	8-01-31-834-020	B OFFICE SUPPLIES	R	06/12/18	06/20/18
			2 COPY PAPER	8.99	8-05-55-500-021	B WATER OPERATING OE	R	06/12/18	06/20/18
			3 COPY PAPER	9.00	8-07-55-500-021	B SEWER OPERATING OE	R	06/12/18	06/20/18
			4 FILTER PRIVACY	81.74	8-01-20-120-020	B MUNICIPAL CLERK OE	R	06/12/18	06/20/18
				<u>126.72</u>					
18-00347	06/12/18	BRI01	BRIAN'S LAWN MOWER						
			1 REINSTALL RECOIL	18.99	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18
18-00349	06/12/18	CTR01	CIRCLE JANITORIAL SUPPLIES						
			1 SOAP DISPENSERS	29.00	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/12/18	06/21/18
			2 ANTI BACTERIAL SOAP (4PK.)	46.50	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/12/18	06/21/18
				<u>75.50</u>					

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00350	06/12/18	BRI01	BRIAN'S LAWN MOWER									
			1 GAS CAN SPOUT	10.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			2 GAS OIL MIX (6 PK.)	28.00	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			3 FUEL LINE KIT	13.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			4 AIR FILTER	2.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			5 THROTTLE BARRELL	13.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			6 SPOOL	11.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			7 COVER	10.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			8 LABOR	32.99	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
			9 STICK EDGE BLADES	11.85	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/18	06/22/18		
				137.78								
18-00351	06/12/18	ALL04	ALLIED METER SERVICE, INC.									
			1 CERTIFICATION METER TEST	25.00	8-05-55-500-021		B WATER OPERATING OE	R	06/12/18	06/21/18		
			2 SHIPPING	12.00	8-05-55-500-021		B WATER OPERATING OE	R	06/12/18	06/21/18		
				37.00								
18-00353	06/12/18	GRA10	GRANICK, PAUL									
			1 COURT SESSION 6/12/18	400.00	8-01-25-757-020		B MUNICIPAL PROSECUTOR OE	R	06/12/18	06/20/18		
18-00354	06/13/18	VIL01	VILLA BORGHESE									
			1 FISHING DERBY FOOD-PIZZA	130.00	8-01-28-795-020		B RECREATION OE	R	06/13/18	06/20/18		
18-00355	06/14/18	PRI02	PRINCETON FUEL OIL									
			1 FUEL PURCHASE 5/24/18	421.28	8-01-31-830-020		B FUEL OIL PURCHASE	R	06/14/18	06/20/18		
18-00356	06/14/18	READ	READY REFRESH BY NESTLE									
			1 WATER	26.02	8-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/14/18	06/20/18		
18-00357	06/14/18	NEW23	NJ LEAGUE OF MUNICIPALITIES									
			1 MAGAZINE SUBSCRIPTION RENEWALS	225.00	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		
18-00358	06/14/18	HOW03	HOME NEWS & TRIBUNE									
			1 NOTICE OF HYDRANT FLUSHING	14.96	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		
			2 CAPITAL ORDINANCE 2018-04	79.00	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		
			3 CAPITAL ORDINANCE 2018-04	70.20	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		
			4 2018 MUNICIPAL BUDGET	164.36	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		
			5 RESCHEDULED COUNCIL MEETING	9.68	8-01-20-120-020		B MUNICIPAL CLERK OE	R	06/14/18	06/20/18		



PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void
						Acct Type Description			Date	Date Invoice
18-00358	06/14/18	HOM03	HOME NEWS & TRIBUNE	Continued						
6			PLANNING BOARD MEETING	8.80	8-01-20-120-020	B MUNICIPAL CLERK OE	R	06/14/18	06/20/18	
				347.00						
18-00359	06/14/18	EAS01	EAST BRUNSWICK WATER UTILITY							
1			MAY 2018 WATER	25,936.29	8-05-55-500-025	B PURCHASE OF WATER	R	06/14/18	06/20/18	
18-00360	06/14/18	TRE02	TREASURER-ST OF NJ /DEP							
1			STORMWATER DISCHARGE	1,050.00	8-05-55-500-021	B WATER OPERATING OE	R	06/14/18	06/20/18	
18-00361	06/14/18	MES01	HAROLD MESSLER							
1			AFLAC REIMBURSEMENT	92.58	8-01-55-001-305	B DUE TO EMPLOYEES	R	06/14/18	06/20/18	
18-00362	06/14/18	REN01	REXINGTON & VERNICK ENGINEERS							
1			JOB#1206T070-28	667.02	T-14-57-000-014	B KAPLAN AT HELMETTA	R	06/14/18	06/20/18	
2			JOB#1206T070-30	550.00	T-14-57-000-014	B KAPLAN AT HELMETTA	R	06/14/18	06/20/18	
				1,217.02						
18-00363	06/14/18	CLA01	CLARKIN & VIGNIULOLO, P.C.							
1			KAPLAN-STATEMENT #14995	107.25	T-14-57-000-014	B KAPLAN AT HELMETTA	R	06/14/18	06/20/18	
18-00364	06/15/18	PUR01	PURCHASE POWER							
1			POSTAGE METER REFILL	552.60	8-01-31-831-020	B POSTAGE	R	06/15/18	06/20/18	
2			POSTAGE METER REFILL	184.19	8-05-55-500-021	B WATER OPERATING OE	R	06/15/18	06/20/18	
3			POSTAGE METER REFILL	184.20	8-07-55-500-021	B SEWER OPERATING OE	R	06/15/18	06/20/18	
				920.99						
18-00366	06/18/18	WATER005	WATER RESOURCE MANAGEMENT, INC							
1			W2 LICENSED OPERATOR-MAY	500.00	8-05-55-500-021	B WATER OPERATING OE	R	06/18/18	06/20/18	
2			C2 LICENSED OPERATOR-MAY	1,250.00	8-07-55-500-021	B SEWER OPERATING OE	R	06/18/18	06/20/18	
				1,750.00						
18-00367	06/18/18	CEN07	CENTRAL JERSEY SECURITY							
1			QUARTERLY MAINTENANCE CHARGES	96.00	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/18/18	06/21/18	
2			QUARTERLY MAINTENANCE CHARGES	156.00	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/18/18	06/21/18	
				252.00						
18-00368	06/18/18	MID17	MIDDLESEX COUNTY TREASURER							
1			FUEL USAGE MAY 2018-DPW	250.13	8-01-31-833-020	B GASOLINE	R	06/18/18	06/20/18	

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00368	06/18/18	MTD17	MIDDLESEX COUNTY TREASURER		Continued						
2	FUEL USAGE MAY 2018-FD			37.97	8-01-31-833-020	B GASOLINE	R	06/18/18	06/20/18		
3	SURCHARGE			5.76	8-01-31-833-020	B GASOLINE	R	06/18/18	06/20/18		
				293.86							
18-00374	06/20/18	JCP01	JCP&L								
1	ACCT 100 114 338 708			3.47	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
2	ACCT 100 128 267 034			6.30	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
3	ACCT 100 054 008 006			32.74	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
4	ACCT 100 008 806 760			7.99	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
5	ACCT 100 087 095 251			11.30	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
6	ACCT 100 117 346 864			456.65	8-01-31-825-020	B ELECTRICITY	R	06/20/18	06/20/18		
				518.45							
18-00375	06/20/18	MON06	MONROE TOWNSHIP UTILITY DEPT.								
1	METER PIT I - ACCT 13081-0			501.69	8-07-55-500-023	B MONROE M.U. A. CHARGES	R	06/20/18	06/20/18		
2	METER PIT II - ACCT 13082-0			127.61	8-07-55-500-023	B MONROE M.U. A. CHARGES	R	06/20/18	06/20/18		
				629.30							
18-00376	06/20/18	ACT01	ACTION DATA SVC, INC								
1	PAYROLL - INVOICE 57445			46.68	8-01-20-705-021	B FINANCE OE	R	06/20/18	06/20/18		
2	PAYROLL - INVOICE 57445			15.56	8-05-55-500-021	B WATER OPERATING OE	R	06/20/18	06/20/18		
3	PAYROLL - INVOICE 57445			15.56	8-07-55-500-021	B SEWER OPERATING OE	R	06/20/18	06/20/18		
				77.80							
18-00377	06/20/18	EXC01	EXCLUSIVE ACCOUNTING SERVICE								
1	PAYROLL AGENCY - INVOICE 57446			5.30	8-01-20-705-021	B FINANCE OE	R	06/20/18	06/20/18		
2	PAYROLL AGENCY - INVOICE 57446			1.76	8-05-55-500-021	B WATER OPERATING OE	R	06/20/18	06/20/18		
3	PAYROLL AGENCY - INVOICE 57446			1.76	8-07-55-500-021	B SEWER OPERATING OE	R	06/20/18	06/20/18		
				8.82							
18-00378	06/20/18	XTE01	XTEL COMMUNICATIONS								
1	TELEPHONES			567.46	8-01-31-827-020	B TELEPHONE COSTS	R	06/20/18	06/20/18		
18-00379	06/20/18	STA02	STAPLES CREDIT PLAN								
1	VERTICAL SIGN HOLDER			4.19	8-01-31-834-020	B OFFICE SUPPLIES	R	06/20/18	06/20/18		
2	MANILA ENVELOPES(1 BOX)			23.49	8-01-31-834-020	B OFFICE SUPPLIES	R	06/20/18	06/20/18		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract P0 Type Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
18-00379	06/20/18	STA02	STAPLES CREDIT PLAN		Continued						
		3 HP 934XL INK		33.49	8-01-42-855-020	B MUNICIPAL COURT OE	R	06/20/18	06/20/18		
				61.17							
18-00380	06/21/18	MCT01	Middlesex Cty Improvement Auth								
		1 LEAVES TO CTY/MUN SITE		105.12	8-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	06/21/18	06/21/18		
		2 BRUSH TO CTY/MUN SITE		67.29	8-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	06/21/18	06/21/18		
				172.41							
18-00381	06/21/18	COM6528	COMCAST								
		1 INTERNET 8499 05 248 0016825		89.90	8-01-25-745-020	B POLICE DEPARTMENT OE	R	06/21/18	06/21/18		
18-00382	06/21/18	HOM03	HOME NEWS & TRIBUNE								
		1 PLANNING BOARD MEETING DATES		16.72	8-01-20-120-020	B MUNICIPAL CLERK OE	R	06/21/18	06/21/18		
18-00383	06/21/18	VER02	VERIZON WIRELESS								
		1 CELL PHONES - POLICE		29.89	8-01-25-745-020	B POLICE DEPARTMENT OE	R	06/21/18	06/21/18		
		2 CELL PHONES - PUBLIC WORKS		71.44	8-01-26-765-020	B STREETS & ROADS OE	R	06/21/18	06/21/18		
				101.33							
18-00384	06/22/18	ANNAE005	ANNA ELECTRIC LLC								
		1 CDBG 2017-PARK FINAL PAYMENT		8,047.20	8-01-40-350-020	B CDBG	R	06/22/18	06/22/18		
18-00386	06/22/18	WBW01	W.B. MASON								
		1 TONER 05A		76.03	8-05-55-500-021	B WATER OPERATING OE	R	06/22/18	06/22/18		
		2 TONER 05A		76.03	8-07-55-500-021	B SEWER OPERATING OE	R	06/22/18	06/22/18		
		3 TONER 30A		127.98	8-01-20-120-020	B MUNICIPAL CLERK OE	R	06/22/18	06/22/18		
		4 BINDERS		30.50	8-01-31-834-020	B OFFICE SUPPLIES	R	06/22/18	06/22/18		
		5 INDEX DIVIDERS		7.35	8-01-31-834-020	B OFFICE SUPPLIES	R	06/22/18	06/22/18		
				317.89							
18-00387	06/22/18	MCT01	Middlesex Cty Improvement Auth								
		1 SINGLE FAMILY HOUSEHOLD		1,259.27	8-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	06/22/18	06/22/18		
18-00388	06/22/18	READ	READY REFRESH BY NESTLE								
		1 WATER		14.06	8-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/22/18	06/22/18		
18-00389	06/22/18	MATTH010	Matthew Hochstadt								
		1 RETURN SEIZED MONEY		554.40	8-01-55-100-101	B RETURN POLICE FORFEITED FUNDS	R	06/22/18	06/22/18		

Page No: 8

P.O. #	P.O. Date	Vendor	Item Description	Amount	Charge Account	Contract P.O. Type	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice
								Date	Date	Date	
Total Purchase Orders: 58 Total P.O. Line Items: 119 Total List Amount: 53,794.52 Total Void Amount: 0.00											

Totals by Year-Fund		Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
Fund Description								
CURRENT FUND		8-01	22,468.58	0.00	22,468.58	0.00	0.00	22,468.58
WATER OPERATING FUND		8-05	27,822.82	0.00	27,822.82	0.00	0.00	27,822.82
SEWER OPERATING FUND		8-07	2,178.85	0.00	2,178.85	0.00	0.00	2,178.85
	Year Total:		52,470.25	0.00	52,470.25	0.00	0.00	52,470.25
BUILDERS' ESCROW FUND		T-14	1,324.27	0.00	1,324.27	0.00	0.00	1,324.27
Total of All Funds:			53,794.52	0.00	53,794.52	0.00	0.00	53,794.52

Resolution

#2018-10048

**Resolution authorizing salaries and wages to be paid to employees of the Borough of Helmetta,  
retroactive January 1, 2018**

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the following salaries and wages shall be paid to the various employees of the Borough of Helmetta retroactive January 1, 2018 unless otherwise noted:

**Salaried  
Employees**

<b><u>Employee</u></b>	<b><u>Base Salary</u></b>	<b><u>Longevity Percentage</u></b>	<b><u>Total Annual Salary</u></b>
Bohinski	\$ 46,818.00	5%	\$ 49,158.90
Crane	\$ 45,900.00		\$ 45,900.00
Reed	\$ 60,000.00		<b>\$ 60,000.00 *</b>
Marabello	\$ 31,212.00		\$ 31,212.00
McDermott	\$ 9,883.90		\$ 9,883.90
Pacera	\$ 12,116.82		\$12,116.82
Kotora	\$ 9,363.60		\$ 9,363.60
Herman	\$ 14,000.00		\$ 14,000.00

**Hourly Employees**

<b><u>Employee</u></b>	<b><u>Hourly Rate</u></b>	<b><u>Longevity Percentage</u></b>
Feig	\$15.73	3%
Rampacek	\$14.57	
Huxford	\$17.32	
Koenig	\$16.65	
Tanzi	\$20.00	
Hughes	\$20.00	

Effective January 1,  
2018

\* Salary as of  
October 13, 2017

	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 June 25, 2018.

*Sandra Bohinski*  
 SANDRA BOHINSKI, RMC

Municipal Clerk

RESOLUTION  
#2018 – 99

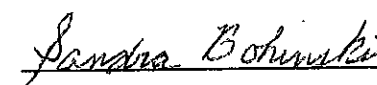
RESOLUTION AUTHORIZING THE MUNICIPAL CLERK  
TO SIGN THE EMERGENCY INTERCONNECTION  
AGREEMENT WITH EAST BRUNSWICK AS REQUIRED  
BY N.J.A.C 7:19-6.9 (G)

BE IT RESOLVED by the Governing Body of the Borough of Helmetta that the  
Municipal Clerk is hereby authorized to sign the Emergency Interconnection Agreement  
as is required by N.J.A.C. 7:19-6.9 (G).

	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 April 18, 2018

  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**EMERGENCY INTERCONNECTION AGREEMENT  
AS REQUIRED BY N.J.A.C 7:19-6.9 (G)**

**WHEREAS**, the Borough of Helmetta with principal offices at 51 Main Street, Helmetta New Jersey does recognize the interconnect as shown on the attached Schedule A to be a correct diagram of the piping interconnect, location and size; and

**WHEREAS**, the Township of East Brunswick affirms the fact of the diagram to be correct piping, location and size; and

**WHEREAS**, both parties agree to the following to be in compliance with N.J.A.C 7:19-6.9 (g).

- A. The Municipal Clerk by placing a signature on this agreement indicates the Mayor and Council have approved the terms and conditions of this Emergency Interconnection Agreement for a term of ten (10) years, and can be renewed for an additional ten (10) years by mutual consent of both governing bodies.
- B. The interconnection located on Helmetta Boulevard and the size of the pipe is recorded on the attachment, which will provide an estimated flow of 1,000 gallons per minute. The interconnection will permit water to flow in both directions to be of mutual benefit to the system that is experiencing an emergency.
- C. The fee to be charged will be the lowest rate as approved for the sending system at the time of the emergency, but said rate may be modified based upon the ownership of diversion, ability to treat and duration of the emergency.
- D. This emergency agreement is subject to being filed with the N J - DEP and approvals as required.

Deannette Perry Date: 6/12/18  
Deannette Perry, Township of East Brunswick  
Municipal Clerk Seal

Sandra Bonnick Date: 6/25/18  
Sandra Bonnick, Borough of Helmetta  
Municipal Clerk Seal