

MEETING OF MAYOR AND COUNCIL
AGENDA – JULY 15, 2020
7:00 PM

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

* CALLING OF THE ROLL

Mayor Slavicek
Councilman Dzingleski
Councilwoman Carolan-Genthe
Councilman Duffy
Councilman Karczewski
Councilman Perez
Councilman Reid

* OPEN PUBLIC MEETINGS ACT STATEMENT

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

*PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Everyone will be given five minutes to speak as per the Rules to Govern adopted January 2, 2020. 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.

* CORRESPONDENCE

Certification to Availability of Funds:

Design Work for Old Forge Road
GIS Mapping Update Phase IV – Part I and II
Amendment of Master Plan

* CONSENT AGENDA – Resolution # 103

Report of Municipal Clerk, Tax Collector

Resolutions:

2020 – 105 Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the 2021 Road Improvements – Locust Drive project
106 Payment of Bills

* ADOPTION OF MINUTES -- June 17, 2020

* REPORTS of Mayor, Committees, Borough Administrator, Borough Attorney

* CLOSED SESSION

* ADJOURNMENT

Borough of Helmetta
Resolution # 1010 - 105

Resolution: Approval to submit a grant application and execute a grant contract with the New Jersey Department of Transportation for the 2021 Road Improvements-Locust Drive project.

NOW, THEREFORE, BE IT RESOLVED that Council of Helmetta formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as MA-2021-2021 Road Improvements Locust Drive-00605 to the New Jersey Department of Transportation on behalf of the Borough of Helmetta.

BE IT FURTHER RESOLVED that Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Helmetta and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Certified as a true copy of the Resolution adopted by the Council on this 15th day of July, 2020.

Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

(Clerk)

(Presiding Officer)

**RESOLUTION
2020- 106**

PAYMENT OF BILLS

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

	MOTION	Second	Aye	Nay	Abstain	Present
Dzingleski						
Carolan-Genthe						
Duffy						
Karczewski						
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 15, 2020.

SANDRA BOHINSKI, RMC Municipal Clerk

P.O. Type: All

Range: First to Last

Format: Detail without Line Item Notes

Open: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
20-00118 02/19/20 RIL10 RILEIGHS OUTDOOR DECOR												
1	C9	COOL WHITE BULBS		89.25	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
2	C9	BLUE BULBS		81.75	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
3	C9	GREEN BULBS		81.75	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
4	C9	ORANGE BULBS		81.75	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
5	C9	PINK BULBS		89.25	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
6	C9	PURPLE BULBS		89.25	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
7	C9	RED BULBS		81.75	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
8	C9	YELLOW BULBS		81.75	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
9	100	FT STRANDS FOR TREE		195.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
10	8X12	FLAG		134.14	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		02/19/20	07/10/20	
				1,005.64								
20-00218 04/23/20 APP01 APPROVED FIRE PROTECTION INC.												
1	ANNUAL	FIRE EXTINGUISHER INSP		164.88	0-01-25-749-020	B FIRE DEPARTMENT OE		R		04/23/20	07/10/20	
20-00311 06/05/20 MGL01 MGL PRINTING SOLUTIONS												
1	TAX BILL:ORIGINAL	(600)		122.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
2	TAX BILL:ADVICE	(800)		198.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
3	ENVELOPES	(2500)		158.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
4	ESTIMATED BILLS			122.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
5	ESTIMATED BILLS-ADVICE			131.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
6	FREIGHT			66.00	0-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R		06/05/20	07/13/20	
				797.00								
20-00315 06/08/20 BET01 BETTER LIVING												
1	KEYS	CUT		4.47	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		06/08/20	07/10/20	
20-00320 06/09/20 CUS CUSTOM LANDSCAPING & LAWN CARE												
1	SPRINKLER	OPENING		164.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		06/09/20	07/10/20	
2	REPAIR	MAIN LEAK		75.00	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		06/09/20	07/10/20	
				239.00								
20-00327 06/11/20 BET01 BETTER LIVING												
1	6X8	TARP		8.29	0-01-26-772-020	B BUILDINGS & GROUNDS OE		R		06/11/20	07/10/20	

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
20-00328	06/11/20	AUTOZ005 AUTOZONE STORES LLC									
			1 ENGINE DEGREASER	6.50	0-01-26-315-020		B VEHICLE MAINT-PUBLIC WORKS	R	06/11/20	07/10/20	
			2 DRIP TRAYS	32.49	0-01-26-315-020		B VEHICLE MAINT-PUBLIC WORKS	R	06/11/20	07/10/20	
				38.99							
20-00329	06/11/20	ALL09 ALLEGANCE LAWN & GARDEN									
			1 MULCH	145.80	0-01-28-796-020		B PARKS OE	R	06/11/20	07/10/20	
			2 QP ROAD BLEND STONES	225.00	0-01-26-765-020		B STREETS & ROADS OE	R	06/11/20	07/10/20	
				370.80							
20-00341	06/16/20	MS0DA005 M.SODANO WASTE DISPOSAL LLC									
			1 30YD CONTAINER	230.00	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/16/20	07/10/20	
			2 TONNAGE FEE	490.05	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/16/20	07/10/20	
				720.05							
20-00345	06/18/20	HDS01 CORE & MAIN LP									
			1 NEW WATER READING HANDHELD	9,000.00	C-06-55-558-001		B 20-04 HANDHELD METER READER	R	06/18/20	07/13/20	
20-00346	06/18/20	YOU005 YOU SCREAM ICE SCREAM									
			1 END OF THE YEAR PARTY	300.00	0-01-28-795-020		B RECREATION OE	R	06/18/20	07/10/20	
20-00347	06/19/20	NJLM02 NJSLOW									
			1 P/T COURT ADMIN POSTING	115.00	0-01-42-855-020		B MUNICIPAL COURT OE	R	06/19/20	07/10/20	
20-00353	06/22/20	COM6825 COMCAST									
			1 ACCT# 8499 05 248 0016825	89.90	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/22/20	07/10/20	
20-00356	06/22/20	MAX MAXIMUM SECURITY SYSTEMS									
			1 COMMUNITY CENTER MONITORING	112.50	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/22/20	07/10/20	
20-00358	06/25/20	USABL005 USA BLUE BOOK									
			1 HYDRANT SAFETY FLAG REPAIR KIT	162.95	0-01-26-765-020		B STREETS & ROADS OE	R	06/25/20	07/10/20	
			2 HYDRANT ADAPTER	56.95	0-01-26-765-020		B STREETS & ROADS OE	R	06/25/20	07/10/20	
			3 HYDRANT SAMPLING ADAPTER	78.95	0-01-26-765-020		B STREETS & ROADS OE	R	06/25/20	07/10/20	
			4 FREIGHT	14.49	0-01-26-765-020		B STREETS & ROADS OE	R	06/25/20	07/10/20	
				313.34							
20-00361	06/26/20	CLE04 CLEARY GIACOBBE ALFIERI&JACOBS									
			1 LEGAL SERVICES 5/21-6/19	2,720.00	0-01-20-712-020		B LEGAL SERVICES OE	R	06/26/20	07/10/20	

July 13, 2020
12:31 PM

BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract	PO Type	Stat/Chk	First Rcvd	Chk/Void
						Acct	Type Description	Date	Date	Date
20-00370	07/01/20	ONE02	ONE CALL CONCEPTS, INC.	5.72	0-01-26-765-020	B	STREETS & ROADS OE	R	07/01/20	07/10/20
1			REGULAR LOCATES-JUNE							
20-00371	07/01/20	MUN03	MUNICIPAL CLERKS ASSOC OF NJ	100.00	0-01-20-120-020	B	MUNICIPAL CLERK OE	R	07/01/20	07/10/20
1			2020-2021 MEMBERSHIP-BOHINSKI							
20-00373	07/10/20	HOM03	HOME NEWS & TRIBUNE	119.97	0-01-20-120-020	B	MUNICIPAL CLERK OE	R	07/10/20	07/10/20
1			INVOICE#3419882							
20-00374	07/10/20	REM01	REMINGTON & VERNICK ENGINEERS	3,925.82	C-04-55-700-100	B	20-02 ROAD IMPROVEMENTS OLD FORGE RD	R	07/10/20	07/10/20
1			INVOICE#1206T082-01							
2			INVOICE#1206T083-01	87.50	0-01-21-730-020	B	MASTER PLAN OE	R	07/10/20	07/10/20
				4,013.32						
20-00375	07/10/20	MID17	MIDDLESEX COUNTY TREASURER	279.90	0-01-31-833-020	B	GASOLINE	R	07/10/20	07/10/20
1			FUEL USAGE JUNE/SURCHARGE							
20-00376	07/13/20	BOH02	SANDRA BOHINSKI	38.97	0-01-28-795-020	B	RECREATION OE	R	07/13/20	07/13/20
1			POPCORN FOR DRIVE IN MOVIE							
20-00377	07/13/20	MUN08	MUNICIPAL CAPITAL FINANCE	338.54	0-01-31-832-020	B	COPYING	R	07/13/20	07/13/20
1			SAVIN PYMT #60							
20-00378	07/13/20	GRE	GREATAMERICA FINANCIAL SERVICE	437.21	0-01-31-827-020	B	TELEPHONE COSTS	R	07/13/20	07/13/20
1			STAR2STAR PHONE SYSTEM							
20-00379	07/13/20	EAS01	EAST BRUNSWICK WATER UTILITY	26,026.94	0-05-55-500-025	B	PURCHASE OF WATER	R	07/13/20	07/13/20
1			MAY 2020 WATER							
20-00380	07/13/20	WBM01	W.B. MASON	111.97	0-01-31-834-020	B	OFFICE SUPPLIES	R	07/13/20	07/13/20
1			OFFICE SUPPLIES							
20-00381	07/13/20	PSE01	PSE&G CO	138.41	0-01-31-829-020	B	NATURAL GAS	R	07/13/20	07/13/20
1			ACCT# 13 014 183 07							
20-00382	07/13/20	XTED1	XTEL COMMUNICATIONS	453.80	0-01-31-827-020	B	TELEPHONE COSTS	R	07/13/20	07/13/20
1			FAX/PHONE LINES							

July 13, 2020
12:31 PM

BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 4

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Date	Invoice
20-00383	07/13/20	INSUR005	Insurance Restoration Special								
1		SANITIZE COMMUNITY CENTER		815.00	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/13/20	07/13/20	
20-00386	07/13/20	ENCON005	ENCON SERVICE COMPANY								
1		PREVENTIVE MAINTENANCE-COM CEN		550.00	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/13/20	07/13/20	
2		PREVENTIVE MAINTENANCE-BORO		1,075.00	0-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/13/20	07/13/20	
				1,625.00							
20-00387	07/13/20	STA17	STAR2STAR COMMUNICATIONS								
1		TELEPHONE-JULY (FD)		228.45	0-01-31-827-020		B TELEPHONE COSTS	R	07/13/20	07/13/20	
2		TELEPHONE-JULY (MUNICIPAL)		348.45	0-01-31-827-020		B TELEPHONE COSTS	R	07/13/20	07/13/20	
				576.90							
20-00388	07/13/20	SAM02	SAMUEL KLEIN & COMPANY								
1		MUNICIPAL BUDGET		2,325.00	0-01-20-705-021		B FINANCE OE	R	07/13/20	07/13/20	
2		MUNICIPAL BUDGET		1,975.00	0-05-55-500-021		B WATER OPERATING OE	R	07/13/20	07/13/20	
3		MUNICIPAL BUDGET		1,975.00	0-07-55-500-021		B SEWER OPERATING OE	R	07/13/20	07/13/20	
				6,275.00							
20-00390	07/13/20	PUR01	PURCHASE POWER								
1		LATE FEE		29.99	0-01-31-831-020		B POSTAGE	R	07/13/20	07/13/20	
Total Purchase Orders:				33	Total P.O. Line Items:	59	Total List Amount:	57,386.50	Total Void Amount:	0.00	

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	14,483.74	0.00	14,483.74	0.00	0.00	14,483.74
WATER OPERATING FUND	0-05	28,001.94	0.00	28,001.94	0.00	0.00	28,001.94
SEWER OPERATING FUND	0-07	1,975.00	0.00	1,975.00	0.00	0.00	1,975.00
Year Total:		44,460.68	0.00	44,460.68	0.00	0.00	44,460.68
GENERAL CAPITAL FUND	C-04	3,925.82	0.00	3,925.82	0.00	0.00	3,925.82
WATER CAPITAL FUND	C-06	9,000.00	0.00	9,000.00	0.00	0.00	9,000.00
Year Total:		12,925.82	0.00	12,925.82	0.00	0.00	12,925.82
Total of All Funds:		57,386.50	0.00	57,386.50	0.00	0.00	57,386.50