



MEETING OF MAYOR AND COUNCIL
JULY 16, 2025 – MINUTES
7:00PM

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

Mayor Slavicek called the meeting to order at 7:00pm. All in attendance stood for a moment of silence for our armed forces protecting our freedom.

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Karczewski

Councilwoman Bohinski

Councilman Duffy

Councilman Dzingleski

Councilman Reid

Councilman Stasi

Also in attendance was Borough Attorney Sandra Graise and Business Administrator Matthew Crane.

* OPEN PUBLIC MEETINGS ACT STATEMENT

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

* PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Everyone will be given five minutes to speak as per the Rules to Govern adopted January 3, 2024. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed or with the intent to harass will be tolerated. If such behavior occurs, then that

individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

Rocco DeSantis, 14 George W Helme Drive inquired about the large recycling container and if the residents in Regency can get smaller ones. It will be too hard for the older residents to wheel in and out. Mayor Slavicek stated that he is running into the same situation in his complex because they do not fit in with his development garages. Unfortunately, we were told by MCIA that this is the only size that is available, and they must be used for the collection. Mr. DeSantis stated that construction is beginning before 7:00am at 15 High Street. Mayor Slavicek stated that we have already been in touch with the developer and we have in writing his acknowledgement and that he will enforce this with this construction team. Council President Karczewski stated that if residents do hear them starting before 7:00am then they should contact the police department. Mr. DeSantis inquired when the tax bills will be going out and Business Administrator Crane stated next week.

* ACCEPTANCE OF MINUTES – June 18, 2025

MOTION – Councilman Dzingleski SECONDED – Councilman Stasi

ROLL CALL: 6-0

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector for June 2025

RESOLUTIONS:

2025 – 117: Authorization of the Award of the Contract to Reivax for the Helmetta Borough Hall Parking Lot Paving

118: Resolution Approving to submit a Grant Application and Execute a Grant Contract with the New Jersey Department of Transportation for the 2026 Roadway Improvements

119: Authorization to Issue Tax Refund for Over Payment of Taxes

120: Authorization to Increase Bid Threshold to \$53,000.00

121: Authorization to enter into a Contract Agreement with Teamsters Local Union 210

122: Authorizing a Public Question to Increase the Annual Contribution to the Length of Service Awards Program (LOSAP) for the Helmetta Volunteer Fire Department and Directing Subsequent Ordinance Amendments to Reflect the Increase and Authorize Automatic CPI Adjustments

123: Payment of Bills

124: Authorization of Extension of Grace Period for the 2025 Third Quarter Tax Payment

Councilman Reid asked for Resolution 2025-122 to be pulled from Consent Agenda.

Councilman Karczewski asked for Resolution 2025-117 to be pulled from Consent Agenda.

Resolutions 2025-118, 119, 120, 121, 123, 124

MOTION -Councilman Stasi

SECONDED – Councilwoman Bohinski

ROLL CALL: 6-0

Councilman Karczewski asked if we could put a guardrail up between our property and next door. Borough Engineer Meade said it will be striping.

Resolution 2025-117

MOTION -Councilman Karczewski SECONDED – Councilwoman Bohinski

ROLL CALL: 6-0

Resolution 2025-122

MOTION -Councilman Duffy SECONDED – Councilwoman Bohinski

ABSTAIN – Councilman Reid

ROLL CALL: 5-0-1

* REPORTS of Committees, Mayor, Business Administrator, Municipal Clerk

Councilman Dzingleski thanked everyone for Spark in the Park it was a huge success.

Councilman Reid stated that on Thursday, August 14th will be a Splashbash at 6:00pm at the Maple Street Pavilion with the Fire Department. We are hosting a School Supply Drive and there is a collection basket in the front hallway of Borough Hall.

Council President Karczewski stated that National Night Out will be held on Tuesday, August 5th at the Maple Street Pavilion this year. The pre-construction meeting for Sutton Place will be tomorrow.

Councilman Duffy had nothing to report.

Councilwoman Bohinski had nothing to report.

Councilman Stasi had nothing to report.

Mayor Slavicek thanked Center State Engineering for sponsoring the fireworks at Spark in the Park, and internally to Matt and Melissa for all their hard work for the event.

Business Administrator Matthew Crane stated that tax bills will be going out next week and the parking lot contract was awarded.

Borough Engineer Kevin Meade stated that the NJDOT grant was submitted, the Community Center roof replacement will start this month, pre-construction for the Sutton Place project is tomorrow, and the parking lot pre-construction meeting will be scheduled next. Council President asked about installing fans in the roof of the Community Center, Mr. Meade will look into it.

Municipal Clerk Melissa Hallerman stated that as of March 2026 new rules regarding public notices and that they are to be published on a municipality website will go into effect.

* ORDINANCE 2025-07 (Second Reading/Adoption)

CAPITAL ORDINANCE PROVIDING FOR IMPROVEMENTS TO THE BOROUGH HALL
PARKING LOT AND APPROPRIATING \$160,000 THEREFOR, AUTHORIZED IN AND BY
THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

PUBLIC HEARING

MOTION – Councilman Dzingleski SECONDED – Councilman Reid
ROLL CALL: 6-0

No public comment.

MOTION TO CLOSE – Councilman Dzingleski SECONDED – Councilman Stasi
ROLL CALL: 6-0

MOTION TO ADOPT – Councilwoman Bohinski SECONDED – Councilman Reid
ROLL CALL: 6-0

* CLOSED SESSION – Resolution 2025-125 pertaining to potential litigation.

MOTION – Councilman Karczewski SECONDED – Councilwoman Bohinski
ROLL CALL: 6-0

* OPEN SESSION

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski
ROLL CALL: 6-0

Resolution 2025-126

RESOLUTION AUTHORIZING A WATER BILLING ADJUSTMENT FOR 28 GEORGE W.
HELME DRIVE (BLOCK 20, LOT 124)

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski
ROLL CALL: 6-0

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by
Councilman Dzingleski and SECONDED by Councilwoman Bohinski at 8:04pm. All were
in favor.

A handwritten signature in blue ink, appearing to read 'Mel Hall', is positioned at the top left of the page.

Melissa Hallerman, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
RESOLUTION #2025-117**

**RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE AWARD OF A
CONTRACT TO REIVAX FOR THE HELMETTA BOROUGH HALL PARKING LOT
PAVING IN AN AMOUNT NOT TO EXCEED \$133,960.50**

WHEREAS, the Borough of Helmetta (the "Borough") invited to bid on the Helmetta Borough Hall Parking Lot Paving Project (the "Project"), including the instruction for bidders to submit a sealed bid; and

WHEREAS, the Borough Engineer has determined that the lowest responsible bidder to submit a conforming bid for the Project is Reivax, with a bid of \$133,960.50, and

WHEREAS, the Borough Council has determined that it is in the best interest of the Borough to award the contract for the Project to Reivax as the lowest responsible bidder submitting a conforming bid in accordance with the LPCL.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the Helmetta Borough Hall Parking Lot Paving is hereby awarded to Reivax. And that the Mayor is hereby authorized to execute a contract, in a form legally acceptable to the Borough Attorney, to Reivax in an amount not to exceed \$133,960.50 and in accordance with the bid proposal submitted by Reivax upon certification of funds by the Chief Financial Officer;

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

- a. Reivax
- b. Borough Chief Financial Officer
- c. Sandra Graise, Borough Attorney

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

RES: 2025-118

RESOLUTION 2025-118


RESOLUTION APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE 2026 ROADWAY IMPROVEMENTS.

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

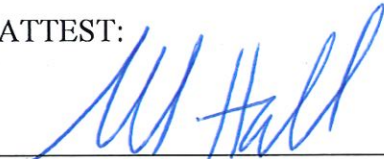
BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2026-Railroad Avenue, Brookside Place and Washington Avenue Roadway Improvements – 00597** to the New Jersey Department of Transportation on behalf of the Borough of Helmetta.

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.

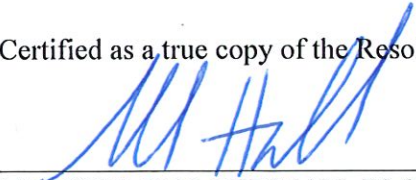
DATED: July 16, 2025


CHRISTOPHER SLAVICEK
Mayor

ATTEST:


MELISSA HALLERMAN, RMC
Municipal Clerk

Certified as a true copy of the Resolution adopted by the Council on the 24th day of July, 2024


MELISSA HALLERMAN, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
RESOLUTION NO. 2025-119**

AUTHORIZING TAX REFUND FOR OVERPAYMENT OF TAXES

WHEREAS, a tax overpayment was made for the following properties located in Helmetta Borough, NJ
and;

WHEREAS, the Tax Collector has verified proof of 2018 overpayment(s) and hereby recommends said overpayment be refunded to Property owner(s), and;

NOW, THEREFORE BE IT RESOLVED, after proper notation on the tax account records by the Collector of Taxes, be and is hereby authorized to issue warrants as follows.

<u>Property Owner/Lien Holder</u>	<u>Address</u>	<u>Block/Lot</u>	<u>Amount</u>
KAPLAN AT HELMETTA LLC	1100 John St.	17 / 1	\$12,266.81
KAPLAN AT HELMETTA LLC	2100 Camelot Ct.	19 / 1.02	\$25,744.29

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Helmetta that it does hereby authorize the above-mentioned refund.

BE IT FURTHER RESOLVED that a certified copy of this resolution be provided to the Tax Collector.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.


MELISSA HALLERMAN, RMC
Municipal Clerk

RESOLUTION 2025-120
RESOLUTION AUTHORIZING AN
INCREASE IN THE BID THRESHOLD TO \$53,000.00

WHEREAS, effective July 1, 2025, the Governor of the State of New Jersey has adjusted the bid threshold for awarding contracts under the Local Public Contracts Law. The change in the bid threshold allows municipalities with a Qualified Purchasing Agent to increase their bid threshold to \$53,000; and

WHEREAS N.J.S.A. 40A:11-3a permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

WHEREAS Samantha Rampacek was appointed as the Qualified Purchasing Agent by the adoption of a resolution and possesses the qualifications and designation of Qualified Purchasing Agent as issued by the Director of Local Government Services per N.J.A.C. 5:34-5 et seq.; and

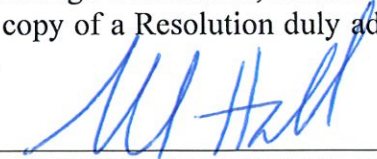
WHEREAS, the Borough of Helmetta desires to take advantage of the increased bid threshold.

NOW, THEREFORE BE RESOLVED, that we, the governing body of the Borough of Helmetta in the County of Middlesex, in the State of New Jersey, hereby establish its bid threshold to \$53,000.00.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
RESOLUTION NO. 2025-121**

**RESOLUTION AUTHORIZING THE BOROUGH OF HELMETTA TO ENTER INTO A
CONTRACT AGREEMENT WITH TEAMSTERS LOCAL UNION 210**

WHEREAS, the Borough of Helmetta ("Borough") recognizes the importance of maintaining a fair and professional relationship with its employees represented by Teamsters Local Union 210 ("Union"); and

WHEREAS, the Borough and the Union have engaged in good faith negotiations and have reached a mutual agreement on the terms and conditions of employment as set forth in a collective bargaining agreement; and

WHEREAS, the Mayor and Borough Council of the Borough of Helmetta have reviewed and are satisfied with the terms of the proposed collective bargaining agreement between the Borough and Teamsters Local Union 210; and

WHEREAS, it is in the best interest of the Borough and its employees to formalize this agreement in order to promote continued labor harmony and operational efficiency;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, as follows:

1. The Mayor and Borough Clerk are hereby authorized and directed to execute the collective bargaining agreement between the Borough of Helmetta and Teamsters Local Union 210 for the term [Insert Term – e.g., January 1, 2025 through December 31, 2027], in a form acceptable to the Borough Attorney.
2. A copy of the fully executed agreement shall be kept on file in the office of the Borough Clerk and made available for public inspection during normal business hours.
3. This resolution shall take effect immediately upon adoption.

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

CERTIFICATION

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MELISSA HALLERMAN, RMC

Municipal Clerk

**BOROUGH OF HELMETTA
RESOLUTION 2025-122**

**RESOLUTION AUTHORIZING A PUBLIC QUESTION TO INCREASE THE ANNUAL
CONTRIBUTION TO THE LENGTH OF SERVICE AWARDS PROGRAM (LOSAP)
FOR THE HELMETTA VOLUNTEER FIRE DEPARTMENT AND DIRECTING
SUBSEQUENT ORDINANCE AMENDMENTS TO REFLECT THE INCREASE AND
AUTHORIZE AUTOMATIC CPI ADJUSTMENTS**

WHEREAS, the Borough of Helmetta previously established a Length of Service Awards Program ("LOSAP") for active volunteer members of the Helmetta Volunteer Fire Department pursuant to N.J.S.A. 40A:14-183 et seq., following voter approval of Ordinance No. 17-2002; and

WHEREAS, the current LOSAP program provides for an annual contribution of \$400.00 per qualified volunteer and an estimated total annual program cost of \$8,000.00; and

WHEREAS, the Borough Council seeks to increase the annual contribution from \$400.00 to \$500.00 per qualified volunteer member, an increase that exceeds the CPI-adjusted threshold permitted under N.J.S.A. 40A:14-185(f), and must therefore be approved by public referendum; and

WHEREAS, the Borough also seeks to amend Ordinance No. 17-2002 to reflect an increase in the estimated annual program cost from \$8,000.00 to \$9,000.00, which is considered a material change subject to public hearing and adoption by ordinance; and

WHEREAS, the Borough further intends to amend the ordinance to authorize automatic annual adjustments to the LOSAP contribution based on the Consumer Price Index (CPI), which is permissible by ordinance or resolution subject to public hearing under applicable law and does not require a referendum; and

WHEREAS, in accordance with N.J.S.A. 19:37-1, the Borough is required to submit the public question to the Middlesex County Clerk for placement on the ballot at the next general election.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, as follows:

1. The following public question shall be submitted to the voters of the Borough of Helmetta at the next general election:

PUBLIC QUESTION

Shall the Borough of Helmetta be authorized to increase the maximum annual contribution to the Length of Service Awards Program (LOSAP) for volunteer members of the Helmetta Volunteer Fire Department from \$400.00 to \$500.00?

YES ☐

NO ☐

INTERPRETIVE STATEMENT:

A "yes" vote will authorize the Borough of Helmetta to increase the annual

**BOROUGH OF HELMETTA
RESOLUTION 2025-122**

**RESOLUTION AUTHORIZING A PUBLIC QUESTION TO INCREASE THE ANNUAL
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FOR THE HELMETTA VOLUNTEER FIRE DEPARTMENT AND DIRECTING
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AUTHORIZE AUTOMATIC CPI ADJUSTMENTS**

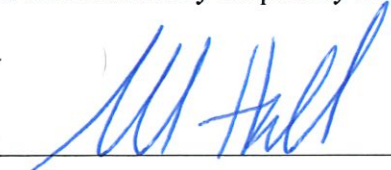
deferred compensation payment provided to qualified volunteer firefighters under the LOSAP program from \$400.00 to \$500.00. The program is designed to reward loyal and active volunteer service. Because this increase exceeds the Consumer Price Index (CPI) threshold allowed by statute, voter approval is required.

2. If a majority of voters approve the public question, the Borough Council shall introduce and adopt an ordinance (after public hearing) to:
 - o Increase the estimated program cost from \$8,000.00 to \$9,000.00 per year;
 - o Reflect the new maximum annual contribution of \$500.00; and
 - o Authorize automatic annual adjustments to the LOSAP contribution based on the Consumer Price Index (CPI), as permitted by N.J.S.A. 40A:14-185 and related guidance.
3. The Municipal Clerk is hereby authorized and directed to transmit a certified copy of this Resolution to the Middlesex County Clerk and the Middlesex County Board of Elections for ballot placement at the 2025 general election.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.



MELISSA HALLERMAN, RMC

RESOLUTION

2025-123

PAYMENT OF BILLS

All bills shall be paid per list.

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

CERTIFICATION

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MELISSA HALLERMAN, RMC
Municipal Clerk

July 16, 2025
05:34 PM

BOROUGH OF HELMETTA
Bill List By P.O. Number

P.O. Type: All

Range: First to Last

Format: Detail without Line Item Notes

Vendors: All

Include Non-Budgeted: Y

Rcvd Batch Id Range: First to Last

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	Contract	PO Type	Acct Type	Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
25-00357	05/12/25	PRE03	PRECISION ANALYTICAL SVCS, INC											
1			APRIL SAMPLE ANALYSIS	37.00	5-05-55-500-021	B	WATER OPERATING	OE		R	05/12/25	07/14/25		
25-00438	06/16/25	ROOTS005	ROOTS OF LOVE FLORIST											
1			FUNERAL ARRANGEMENTS	700.00	5-01-20-701-020	B	ADMINISTRATOR	OE		R	06/16/25	07/14/25		
25-00442	06/16/25	PRE03	PRECISION ANALYTICAL SVCS, INC											
1			MAY SAMPLE ANALYSIS	1,122.00	5-05-55-500-021	B	WATER OPERATING	OE		R	06/16/25	07/14/25		
25-00448	06/16/25	GAR03	GARDEN STATE FIRE & SAFETY, INC											
1			INSPECTION FIRE EXT/RECHARGE	151.75	5-01-26-772-020	B	BUILDINGS & GROUNDS	OE		R	06/16/25	07/14/25		
25-00451	06/16/25	SAFET005	SAFE-T											
1			FIRE EQUIPMENT	9,363.12	5-01-25-749-020	B	FIRE DEPARTMENT	OE		R	06/16/25	07/14/25		
25-00456	06/16/25	WBM01	W.B. MASON											
1			POCKET EXPANDING FILE	13.85	5-01-20-120-020	B	MUNICIPAL CLERK	OE		R	06/16/25	07/14/25		
25-00466	06/18/25	STICK005	STICKER CHICK GRAPHICS											
1			POP UP TENT	350.00	G-02-15-026-010	B	RECYCLING ENHANCEMENT			R	06/18/25	07/14/25		
25-00467	06/18/25	STICK005	STICKER CHICK GRAPHICS											
1			SPARK IN THE PARK SIGNS	1,090.00	5-01-28-795-020	B	RECREATION	OE		R	06/18/25	07/14/25		
25-00470	06/23/25	PWSER005	P&W SERVICES											
1			RESTROOM RENTAL - 7/3/25	775.00	T-13-55-000-007	B	RESERVE FOR RECREATION TRUST			R	06/23/25	07/14/25		
25-00474	06/23/25	POWER005	POWER PLACE											
1			OIL KITS FOR MOWERS	79.57	5-01-26-765-020	B	STREETS & ROADS	OE		R	06/23/25	07/14/25		
25-00477	06/23/25	JAM04	JAMESBURG PRESS											
1			ENVELOPES	257.00	5-01-31-834-020	B	OFFICE SUPPLIES			R	06/23/25	07/14/25		

July 16, 2025
05:34 PM

BOROUGH OF HELMETTA
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
								Enc Date	Date		
25-00484	06/30/25	DOR01	DARREN DORAN								
1			MEDICARE REIMBURSE 2025 3QTR	333.00	5-01-23-733-020		B HEALTH INSURANCE EMPLOYEE	R	06/30/25	07/14/25	
2			MEDICARE REIMBURSE 2025 3QTR	111.00	5-05-55-500-030		B Health Insurance	R	06/30/25	07/14/25	
3			MEDICARE REIMBURSE 2025 3QTR	111.00	5-07-55-500-030		B Health Insurance	R	06/30/25	07/14/25	
				555.00							
25-00491	06/30/25	MAR0005	MARRIOTT CALLAHAN & BLAIR								
1			FILE#79043-HOLOGOUNIS	478.50	T-14-57-000-035		B HOLOGOUNIS ESCROW	R	06/30/25	07/14/25	
25-00492	06/30/25	TUSCA005	TUSCANY								
1			FOOD SPARKS IN THE PARK	750.00	T-13-55-000-007		B RESERVE FOR RECREATION TRUST	R	06/30/25	07/14/25	
25-00493	06/30/25	BALLO005	BALLOON MAGIC BY SAVINA								
1			BALOONS- SPARK IN THE PARK	586.00	T-13-55-000-007		B RESERVE FOR RECREATION TRUST	R	06/30/25	07/14/25	
25-00496	06/30/25	PAULR005	PAUL REED								
1			DEP MAILING	6.73	5-01-31-831-020		B POSTAGE	R	06/30/25	07/14/25	
25-00497	06/30/25	WBM01	W.B. MASON								
1			BANKER BOXES	45.03	5-01-31-834-020		B OFFICE SUPPLIES	R	06/30/25	07/14/25	
25-00498	06/30/25	MELIS005	MELISSA HALLERMAN								
1			SPONSOR SIGNS-SPARK IN PARK	149.50	5-01-28-795-020		B RECREATION OE	R	06/30/25	07/14/25	
25-00499	06/30/25	FACEP005	KATE PASTORE								
1			FACE PAINTING- NATIONAL NIGHT	200.00	5-01-28-795-020		B RECREATION OE	R	06/30/25	07/14/25	
25-00500	06/30/25	PERRY005	PERRY'S AUTOMOTIVE SERVICE								
1			TIRE/TIE RODS 2088 F550	1,012.79	5-01-26-315-020		B VEHICLE MAINT-PUBLIC WORKS	R	06/30/25	07/14/25	
25-00501	06/30/25	AWAZ0005	AMAZON CAPITAL SERVICES								
1			MICRO USB CABLE-19D7-NFY6-RHJJ	6.99	5-01-31-834-020		B OFFICE SUPPLIES	R	06/30/25	07/14/25	19D7-NFY6-RHJJ
25-00502	06/30/25	ACT01	ACTION DATA SVC, INC								
1			PAYROLL# 92767	114.58	5-01-20-705-021		B FINANCE OE	R	06/30/25	07/14/25	
2			PAYROLL# 92767	38.19	5-05-55-500-021		B WATER OPERATING OE	R	06/30/25	07/14/25	
3			PAYROLL# 92767	38.20	5-07-55-500-021		B SEWER OPERATING OE	R	06/30/25	07/14/25	
				190.97							

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
25-00503	07/07/25	NJSLM02	NJSLOW							
			1 REGISTRATION-MELISSA HALLERMAN	60.00	5-01-20-120-020		B MUNICIPAL CLERK OE	R	07/07/25	07/14/25
			2 REGISTRATION-CHRIS SLAVICEK	60.00	5-01-20-110-020		B MAYOR & COUNCIL OE	R	07/07/25	07/14/25
			3 REGISTRATION-PAUL REED	60.00	5-01-26-765-020		B STREETS & ROADS OE	R	07/07/25	07/14/25
				180.00						
25-00504	07/07/25	ONE02	ONE CALL CONCEPTS, INC.							
			1 REGULAR LOCATES- JUNE	19.00	5-01-26-765-020		B STREETS & ROADS OE	R	07/07/25	07/14/25
25-00505	07/07/25	HOM02	HOME DEPOT CREDIT SERVICES							
			1 FLOWERS- TRIANGLE/PAVILION	297.62	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25
25-00506	07/07/25	MELIS005	MELISSA HALLERMAN							
			1 DPW-DRIVING ABSTRACT RECORD	15.85	5-01-26-765-020		B STREETS & ROADS OE	R	07/07/25	07/14/25
25-00507	07/07/25	ENCON005	ENCON SERVICE COMPANY							
			1 PREVENTIVE MAINT.-COM CENTER	650.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25
			2 PREVENTIVE MAINT.- BORO HALL	1,200.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25
				1,850.00						
25-00508	07/07/25	ENCON005	ENCON SERVICE COMPANY							
			1 COMPRESSOR REPAIR-COM CENTER	5,264.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25
25-00509	07/07/25	PCP	PC PROGRESSIVE							
			1 APRIL- JUNE IT SERVICES	490.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25
			2 APRIL- JUNE IT SERVICES	350.00	5-01-20-701-020		B ADMINISTRATOR OE	R	07/07/25	07/14/25
			3 APRIL- JUNE IT SERVICES	100.00	5-01-20-110-020		B MAYOR & COUNCIL OE	R	07/07/25	07/14/25
			4 APRIL- JUNE IT SERVICES	125.00	5-01-22-725-020		B CODE ENFORCEMENT OE	R	07/07/25	07/14/25
			5 APRIL- JUNE IT SERVICES	125.00	5-01-25-752-020		B FIRE PREVENTION BUREAU OE	R	07/07/25	07/14/25
			6 APRIL- JUNE IT SERVICES	100.00	5-01-20-710-020		B TAX ASSESSOR OE	R	07/07/25	07/14/25
				1,290.00						
25-00510	07/07/25	MCU01	Middlesex Cty Utilities Auth							
			1 DUMPING CHARGES- JUNE 2025	4,751.98	5-01-32-837-020		B LANDFILL/DISPOSAL SOLID WASTE	R	07/07/25	07/14/25
25-00511	07/07/25	PSE01	PSE&G CO							
			1 ACCT# 13 014 183 07	285.67	5-01-31-829-020		B NATURAL GAS	R	07/07/25	07/14/25

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25-00512	07/07/25	MARRO005 MARRIOTT CALLAHAN & BLAIR									
1	2025	QTRLY RETAINER		1,062.50	5-01-21-720-020	B PLANNING BOARD OE	R	07/07/25	07/14/25		
25-00513	07/07/25	MUN03 MUNICIPAL CLERKS ASSOC OF NJ									
1	25-26	MEMBERSHIP-HALLERMAN		100.00	5-01-20-120-020	B MUNICIPAL CLERK OE	R	07/07/25	07/14/25		
25-00514	07/07/25	ONE02 ONE CALL CONCEPTS, INC.									
1	REGULAR LOCATES-	APRIL		26.60	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/16/25		
25-00516	07/07/25	HOM02 HOME DEPOT CREDIT SERVICES									
1	CAR WASH			7.98	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25		
2	30 SEC CLEANER			39.96	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25		
3	30 SEC CLEANER			29.98	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25		
4	MULTI NUT DRIVER			29.97	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25		
5	EXT CORD			16.98	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/07/25	07/14/25		
				124.87							
25-00517	07/07/25	BRI01 BRIAN'S LAWN MOWER									
1	CARB KIT			14.99	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/14/25		
2	FUEL FILTER			21.00	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/14/25		
3	LABOR			90.00	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/14/25		
				125.99							
25-00518	07/07/25	AUTOZ005 AUTOZONE, INC.									
1	BATTERIES FOR	450		269.84	5-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	07/07/25	07/14/25		
25-00519	07/07/25	PERRY005 PERRY'S AUTOMOTIVE SERVICE									
1	350 AIR FILTER			69.39	5-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	07/07/25	07/14/25		Z-6759
2	DIAGNOSIS			140.00	5-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	07/07/25	07/14/25		Z-6759
				209.39							
25-00520	07/07/25	AMAZO005 AMAZON CAPITAL SERVICES									
1	INV#19FW-QCP7-47Q9			68.45	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/14/25		19FW-QCP7-47Q9
2	INV# 1KRT-XP11-XPX9			55.48	5-01-26-765-020	B STREETS & ROADS OE	R	07/07/25	07/14/25		1KRT-XP11-XPX9
				123.93							
25-00521	07/07/25	AMAZO005 AMAZON CAPITAL SERVICES									
1	INV# 1C9R-6G9L-RYR			260.99	5-01-31-834-020	B OFFICE SUPPLIES	R	07/07/25	07/14/25		1C9R-6G9L-RYR

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00522	07/07/25	DYNAS005	DYNASTY COMMERCIAL CLEANING								
			1 JUNE COM CENTER CLEANING	2,356.20	5-01-26-774-020	B COMMUNITY CENTER OE	R	07/07/25	07/14/25		
25-00523	07/07/25	PRE03	PRECISION ANALYTICAL SVCS, INC								
			1 JUNE SAMPLE ANALYSIS	422.00	5-05-55-500-021	B WATER OPERATING OE	R	07/07/25	07/14/25		
25-00524	07/07/25	BOH02	SANDRA BOHINSKI								
			1 SPARKS IN THE PARK REIMBURSE	51.85	5-01-28-795-020	B RECREATION OE	R	07/07/25	07/14/25		
			2 SANGARIA	15.00	5-01-28-795-020	B RECREATION OE	R	07/16/25	07/16/25		
				66.85							
25-00525	07/11/25	MID17	MIDDLESEX COUNTY TREASURER								
			1 FUEL USAGE- JUNE 2025	607.28	5-01-31-833-020	B GASOLINE	R	07/11/25	07/14/25		
25-00527	07/14/25	MON06	MONROE TOWNSHIP UTILITY DEPT.								
			1 SEWER TREATMENT 2025	68,711.00	5-07-55-500-023	B MONROE M.U.A. CHARGES	R	07/14/25	07/14/25		
25-00528	07/14/25	NAP02	JERSEY AUTO SUPPLY								
			1 AUTO CLEANING SUPPLIES-BATTERY	253.46	5-01-25-749-020	B FIRE DEPARTMENT OE	R	07/14/25	07/14/25		571010656
25-00529	07/14/25	STA17	STAR2STAR COMMUNICATIONS								
			1 TELEPHONE JULY 2025-FD	250.94	5-01-31-827-020	B TELEPHONE COSTS	R	07/14/25	07/14/25		CT01309
			2 TELEPHONE JULY 2025-MUNICIPAL	379.71	5-01-31-827-020	B TELEPHONE COSTS	R	07/14/25	07/14/25		CT01310
				630.65							
25-00530	07/14/25	WATER005	WATER RESOURCE MANAGEMENT, INC								
			1 BACKUP OPERATOR JUNE 2025	300.00	5-05-55-500-021	B WATER OPERATING OE	R	07/14/25	07/14/25		
25-00531	07/14/25	AFFOR005	AFFORDABLE SWEEPING LLC								
			1 TOWNWIDE STREET SWEEPING	1,500.00	G-02-14-026-030	B CLEAN COMMUNITITES 2025	R	07/14/25	07/14/25		
25-00532	07/14/25	HIG05	HIGH GRADE BEVERAGE								
			1 SPARKS IN THE PARK BEER TRUCK	486.95	T-13-55-000-007	B RESERVE FOR RECREATION TRUST	R	07/14/25	07/14/25		
25-00534	07/14/25	AMAZO005	AMAZON CAPITAL SERVICES								
			1 REDMAX GUARD-IN#INXK-QTXR-RLX	77.10	5-01-26-765-020	B STREETS & ROADS OE	R	07/14/25	07/14/25		
25-00536	07/14/25	AMAZO005	AMAZON CAPITAL SERVICES								
			1 RAFFLE TICKETS	21.09	5-01-28-795-020	B RECREATION OE	R	07/14/25	07/14/25		

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25-00538	07/14/25	MELIS005	MELISSA HALLERMAN	153.95	5-01-28-795-020	B RECREATION OE	R	07/14/25	07/16/25		
1			SOCIAL AFFAIRS PERMIT								
25-00539	07/14/25	MICHE005	MICHELLE CASISA	1,300.00	5-01-28-795-020	B RECREATION OE	R	07/14/25	07/16/25		
1			PONY RIDES/PETTING FARM								
25-00540	07/14/25	ACT01	ACTION DATA SVC, INC	92.44	5-01-20-705-021	B FINANCE OE	R	07/14/25	07/14/25		
1			PAYROLL INV# 92922								
2			PAYROLL INV# 92922	30.81	5-05-55-500-021	B WATER OPERATING OE	R	07/14/25	07/14/25		
3			PAYROLL INV# 92922	30.82	5-07-55-500-021	B SEWER OPERATING OE	R	07/14/25	07/14/25		
				154.07							
25-00541	07/14/25	KOT01	JOSEPH KOTORA	150.00	5-01-25-752-020	B FIRE PREVENTION BUREAU OE	R	07/14/25	07/14/25		
1			FIRE MARSHAL/CODE TRAINING								
2			FIRE MARSHAL/CODE TRAINING	150.00	5-01-22-725-020	B CODE ENFORCEMENT OE	R	07/14/25	07/14/25		
				300.00							
25-00542	07/14/25	HOM03	HOME NEWS & TRIBUNE	471.49	5-01-20-120-020	B MUNICIPAL CLERK OE	R	07/14/25	07/16/25		
1			INV# 7171633								
25-00543	07/14/25	MCI01	Middlesex Cty Improvement Auth	4,114.66	5-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	07/14/25	07/16/25		
1			CURBSIDE ASL- JUNE	209.06	5-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	07/14/25	07/16/25		
2			BRUSH/LEAVES- JUNE	4,323.72							
25-00544	07/14/25	WO0005	WOODBIDGE DEPT OF HEALTH	1,875.00	5-01-43-772-020	B WOODBIDGE ANIMAL CONTROL	R	07/14/25	07/16/25		
1			1ST QTR PAYMENT	350.00	5-01-27-788-020	B ANIMAL CONTROL OE	R	07/14/25	07/16/25		
2			DOG RECEIVED	2,225.00							
25-00546	07/16/25	COMCA649	COMCAST	174.44	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/16/25	07/16/25		
1			ACCT# 8499 05 248 0023649	58.14	5-05-55-500-021	B WATER OPERATING OE	R	07/16/25	07/16/25		
2			ACCT# 8499 05 248 0023649	58.15	5-07-55-500-021	B SEWER OPERATING OE	R	07/16/25	07/16/25		
3			ACCT# 8499 05 248 0023649	290.73							
25-00547	07/16/25	COMCA656	COMCAST	231.31	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	07/16/25	07/16/25		
1			ACCT# 8499 05 248 0023656								

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PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00548	07/16/25	KAP01	KAPLAN AT HELMETTA LLC								
1	TAX OVERPAYMENTS-2018			12,266.81	5-01-55-002-292	B TAX REFUNDS	R	07/16/25	07/16/25	07/16/25	
2	TAX OVERPAYMENTS-2018			25,744.29	5-01-55-002-292	B TAX REFUNDS	R	07/16/25	07/16/25	07/16/25	
				<u>38,011.10</u>							
25-00549	07/16/25	CIT02	CIT-E-NET LLC								
1	WEBSITE 2/1-1/31			1,650.00	5-01-20-110-023	B MAYOR & COUNCIL OE - WEBSITE ADMIN	R	07/16/25	07/16/25	07/16/25	
2	WEBSITE 2/1-1/31			100.00	5-01-20-110-020	B MAYOR & COUNCIL OE	R	07/16/25	07/16/25	07/16/25	
				<u>1,750.00</u>							
25-00550	07/16/25	FRENC05	FRENCH & PARRELLO ASSOCIATES								
1	SHELTER REMEDY- 158537			3,457.25	C-04-55-909-100	B ANIMAL SHELTER REMEDIATION 2024-8	R	07/16/25	07/16/25	07/16/25	
Total Purchase Orders:				64	Total P.O. Line Items:	95	Total List Amount:	162,280.23	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		5-01	82,828.22	0.00	82,828.22	0.00	0.00	82,828.22
WATER OPERATING FUND		5-05	2,119.14	0.00	2,119.14	0.00	0.00	2,119.14
SEWER OPERATING FUND		5-07	68,949.17	0.00	68,949.17	0.00	0.00	68,949.17
	Year Total:		153,896.53	0.00	153,896.53	0.00	0.00	153,896.53
GENERAL CAPITAL FUND		C-04	3,457.25	0.00	3,457.25	0.00	0.00	3,457.25
GRANT FUND		G-02	1,850.00	0.00	1,850.00	0.00	0.00	1,850.00
GENERAL TRUST FUND		T-13	2,597.95	0.00	2,597.95	0.00	0.00	2,597.95
BUILDERS' ESCROW FUND		T-14	478.50	0.00	478.50	0.00	0.00	478.50
	Year Total:		3,076.45	0.00	3,076.45	0.00	0.00	3,076.45
Total of All Funds:			162,280.23	0.00	162,280.23	0.00	0.00	162,280.23

RESOLUTION

2025-124

EXTENSION OF GRACE PERIOD FOR 2025 THIRD QUARTER TAX PAYMENT

WHEREAS, 2025 Third Quarter Taxes are due and payable on August 1, 2025; and

WHEREAS, it is deemed that the grace period be executed due to the delay of the mailing of the 2025 final tax bills; and

WHEREAS, such an extension is permitted pursuant to R.S. 54:4-67,

NOW, THEREFOR, BE IT RESOLVED by the Borough Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the grace period for the payment of the 2025 Third Quarter be extended to twenty five calendar days after the date of mailing of the 2025-2026 tax bills; and

BE IT FURTHER RESOLVED that any Third Quarter Tax payments received after twenty-five calendar days from the date of the mailing shall accrue interest from the statutory due date of August 1, 2025.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.


MELISSA HALLERMAN, RMC

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

MONTH OF: JUNE

DATED: 7/1/2025

TAXES	2024	16,268.78
TAXES	2025	41,467.35
TAXES	2026	0.00

INTEREST 3,365.85

COSTS FOR TAX SALE
LIEN REDEMPTION
INTEREST
DUPLICATE CERT
DUPLICATE BILL
TAX SALE PREMIUMS

TOTAL 61,101.98

Tina Mc Dermott

TINA MCDERMOTT
TAX COLLECTOR

ADJUSTMENTS

VET ALLOWED -250.00

(250.00)

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2024	0.00	26,693.85	26,693.85
2025	(44,974.85)	60,038.32	<u>15,063.47</u>
			<u>3,746.22</u>

2026

TAX COLLECTORS TRUST

<u>DATE</u>	<u>CK#</u>	<u>SOURCE</u>	<u>DEBITS</u>	<u>CREDITS</u>
5/31/2025				79,206.02

6/30/2025	interest paid	<u>6.60</u>
		0.00
		<u>6.60</u>

TOTAL AS PER 6/30/25 BANK STATEMENT 79,212.62

[illegible]

BOROUGH OF HELMETTA
2024
DELINQUENT TAXES AS OF:

2024 \$ SOLD AT 2025 TAX SALE

6/30/25

DECEMBER					<u>77,919.39</u>
<u>2024</u>		Cash Recpts		adj	
JANUARY	77,919.39	(6,553.03)			71,366.36
FEBRUARY	71,366.36	(13,539.39)			57,826.97
MARCH	57,826.97	(10,151.01)			47,675.96
APRIL	47,675.96	(7,713.33)			39,962.63
MAY	39,962.63	0.00			39,962.63
JUNE	39,962.63	(16,268.78)			23,693.85
JULY	23,693.85				23,693.85
AUGUST	23,693.85				23,693.85
SEPTEMBER	23,693.85				23,693.85
OCTOBER	23,693.85				23,693.85
NOVEMBER	23,693.85				
BALANCE					<u>\$ 23,693.85</u>

June 2025

Municipal Clerk

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
6/5/2025	Matthew Shaeffer	Current / Marriage License	\$28.00	Cash
6/9/2025	Nicholas Gray	Current / Zoning Permit	\$50.00	Cash
6/10/2025	Samuel Klein and Co.	Trust/Spark in Park Recreation	\$250.00	Ck# 27836
6/10/2025	Tim Harris	Current/Zoning Permit	\$50.00	Cash
6/17/2025	SYBL	Trust/Spark in Park Recreation	\$250.00	Ck# 5478
6/17/2025	Immaculate Basketball	Trust/Spark in Park Recreation	\$250.00	Cash
6/24/2025	Core Spine	Trust/Spark in Park Recreation	\$250.00	Ck# 2989
6/24/2025	Perry's Automotive	Trust/Spark in Park Recreation	\$100.00	Ck# 17846
6/24/2025	CLW Properties	Trust/Spark in Park Recreation	\$5,000.00	Ck# 1072

RESOLUTION

2025-125

EXECUTIVE SESSION

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

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

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

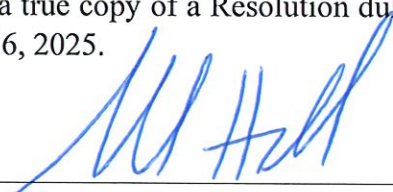
Minutes will be kept and once the matter involving the confidentiality of the matter is no longer considered confidential, then the minutes will be made public.

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

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
MIDDLESEX COUNTY, NEW JERSEY
RESOLUTION 2025-126**

**RESOLUTION AUTHORIZING A WATER BILLING ADJUSTMENT FOR 28
GEORGE W. HELME DRIVE (BLOCK 20, LOT 124)**

WHEREAS, the property located at 28 George W. Helme Drive, Block 20, Lot 124, was billed for water usage in the 2nd Quarter of 2025 in excess of the minimum billing range; and

WHEREAS, a review by the Borough Administration determined that it was billed inaccurately; and

WHEREAS, the property owner has requested an adjustment, and the Borough Council finds it appropriate and in the interest of fairness to make such adjustment; and

WHEREAS, the Borough also finds it appropriate to waive any interest and delinquent charges accrued on the incorrect billing amount; and

WHEREAS, the Borough further authorizes that the water meter for the property be reset to reflect the correct minimum range usage beginning with the 3rd Quarter 2025 billing cycle.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that:

1. The water billing for 28 George W. Helme Drive (Block 20, Lot 124) for the 2nd Quarter of 2025 is hereby adjusted to the minimum billing range.
2. Any and all interest and delinquent charges associated with the 2nd Quarter 2025 water billing for the subject property are hereby waived.
3. The water meter usage for the property shall be reset as of the 3rd Quarter 2025 to reflect the appropriate minimum range usage.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on July 16, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX**

CAPITAL ORDINANCE NO. 2025-07

CAPITAL ORDINANCE PROVIDING FOR IMPROVEMENTS TO THE BOROUGH HALL PARKING LOT AND APPROPRIATING \$160,000 THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough Council of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") has determined to provide for improvements to the Borough Hall Parking Lot; and

WHEREAS, the Borough has available \$80,000 in the Borough's General Capital Improvement Fund; and

WHEREAS, the Borough has available \$80,000 in the Borough's Reserve for Parking Lot Improvements.

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

Section 1. The improvements described in Section 2 of this ordinance are hereby authorized as general capital improvements to be undertaken in and by the Borough. For the improvements or purposes described in Section 2, there is hereby appropriated \$160,000, said sum being inclusive of \$80,000 from the Borough's General Capital Improvement Fund and \$80,000 from the Borough's Reserve for Parking Lot Improvements.

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

Section 3. The 2025 capital budget of the Borough will conform to the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

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

Section 5. Any grant or similar moneys from time to time received by the Borough for the improvements or purposes described in Section 2 hereof, shall be applied to direct payment of the cost of the improvements within the appropriation herein authorized.

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

Section 7. This ordinance shall take effect as provided by law.