



MEETING OF MAYOR AND COUNCIL
JUNE 18, 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.

Charlie Pistor, 22 Appleby Drive, stated that he is the Regency Walk representative and he wanted to make the Council aware of the asphalt on the railroad tracks by High Street as well as 3 High Street. He stated that it has gotten progressively worse. Mayor Slavicek stated that we will speak to the DPW and have them reach out to Conrail. He also inquired about an item on the agenda for a vacant/abandoned property registration official and asked if that includes an abandoned vehicle near the Regency. Borough Attorney Graise stated that it is not for abandoned vehicles, but for physical structures of residency. Council President Karczewski will reach out to the Police Department.

George Pavlushkin, current owner of 1311 Stoneridge Circle, stated that the property he purchased in February of 2025 was on the vacant/abandoned property list however it does not meet the statutory requirements to be abandoned because a niece of the estate was living there. The bank had put it on the list and he had to pay a \$5,000.00 fee for it. He purchased it from the estate. He is requesting to be reimbursed because it should not have been on the list. Borough Attorney Graise stated that they did not give the Borough any notification to meet the requirements to be removed from the list, the property has been on it for years, and the registration list of vacancy/abandonment is in January 2025. The property at that time met the requirements according to the ordinance, which is the law of the Borough. Mr. Pavlushkin stated he did not know they had to pay the fee. Mayor Slavicek stated that perhaps they could reach out to the bank who had been paying the fee in the past and get reimbursement from them.

Charlie Pistor, 22 Appleby Drive, inquired about plastic 1 and 2 with the new recycling system. He left a message for Paul Reed but has not heard back. Mayor Slavicek asked the administrator to have Mr. Reed contact Mr. Pistor.

* ACCEPTANCE OF MINUTES – May 21, 2025

MOTION – Councilman Dzingleski SECONDED – Councilman Duffy

ABSTAIN – Councilman Reid

ROLL CALL: 5-0-1

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector for May 2025

RESOLUTIONS:

2025 – 106: EMS Shared Service Agreement with the Borough of Spotswood

107: Resolution Authorizing the Award of a Contract to Z Brothers for the 2024 NJ DOT Road Improvement Project for York Drive, Madison Drive, and Sutton Place

108: Approval of Abandoned/Vacant Property Official – Michael Tumolo

109: Resolution Authorizing the Award of a Contract to Axxis Construction Group, LLC

for Community Center Roof Replacement

110: Authorization to Sell Miscellaneous Items on Municibid

111: Hiring of Seasonal Public Works Employee

112: Retroactive Salaries

113: Bill List

114: Resolution Requesting Approval of Items of Revenue and Appropriation (N.J.S.A. 40A:4-87) for Clean Communities Grant

Councilman Dzingleski asked for Resolution 2025-109 to be pulled from the Consent Agenda.

Resolutions 2025-106 through 2025-108 and Resolutions 2025-110 through 2025-114

MOTION -Councilman Stasi SECONDED – Councilman Karczewski

ROLL CALL: 6-0

Resolution 2025-109

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski

ROLL CALL: 6-0

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

Councilman Dzingleski thanked everyone for attending the Fishing Derby, it was a great event. He reported on the upcoming Spark in the Park on July 3rd with a rain date of July 6th beginning at 6:00pm. We also have our Super 50/50 that are available to purchase now and at Spark in the Park.

Mayor Slavicek reported on the upcoming Ice Cream, You Scream event on June 18th at the Maple Street Pavilion to celebrate the end of the school year.

Councilman Reid had nothing to report.

Council President Karczewski has met with the police and gone through their reports.

Councilman Duffy had nothing to report.

Councilwoman Bohinski congratulated all the graduates of the Class of 2025. July 15th will be the first meeting for the new superintendent. She inquired about hosting an EMS/First Aid class in the Borough, if there was an interest in it. She also inquired about a pickleball court. Mayor Slavicek stated that we can look into it with a possible recreation grant next year.

Councilman Stasi wanted to send his congratulations to all the Seniors.

Mayor Slavicek reported on Borough Hall closure in observance on Juneteenth on Friday, June 20th and the new recycling cans that are being delivered to residents' homes. They will begin to use them on August 4th. We have more information on our website. He will be attending the High School graduation ceremony tomorrow night and this year's Mayor Slavicek award went to Ryan Legakis, aka Snuffy.

Business Administrator Matthew Crane had nothing to report.

Municipal Clerk Melissa Hallerman thanked all the poll workers for their hard work and dedication for the Primary Election. The County is hosting a Senior Citizen art show this summer, more information can be found on our website.

***ORDINANCE 2025-04 (Second Reading/Adoption)**

AN ORDINANCE BY THE Borough Council of the Borough of Helmetta; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

PUBLIC HEARING

MOTION – Councilman Dzingleski
ROLL CALL: 6-0

SECONDED – Councilman Reid

No public comment.

MOTION TO CLOSE – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilman Reid

MOTION TO ADOPT – Councilman Dzingleski
ROLL CALL: 6-0

SECONDED – Councilman Reid

***ORDINANCE 2025-05 (Second Reading/Adoption)**

AN ORDINANCE ESTABLISHING REGULATIONS REGARDING FIRE HYDRANTS IN THE BOROUGH OF HELMETTA

PUBLIC HEARING

MOTION – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilwoman Bohinski

No public comment.

MOTION TO CLOSE – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilwoman Bohinski

MOTION TO ADOPT – Councilman Dzingleski
Karczewski
ROLL CALL: 6-0

SECONDED – Councilman

***ORDINANCE 2025-06 (Second Reading/Adoption)**

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

PUBLIC HEARING

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

No public comment.

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

MOTION TO ADOPT – Councilman Karczewski SECONDED – Councilman Duffy
ROLL CALL: 6-0

* ORDINANCE 2025-07 (First Reading/Introduction)
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

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

* CLOSED SESSION – Resolution 2025-115 pertaining to potential litigation.

MOTION – Councilman Dzingelski SECONDED – Councilman Karczewski
ROLL CALL: 6-0

* OPEN SESSION

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

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by

Councilman Karczewski and SECONDED by Councilman Stasi at 8:19pm. All were in favor.

A handwritten signature in blue ink, appearing to read "M Hall", is positioned above the printed name.

Melissa Hallerman, RMC
Municipal Clerk

**RESOLUTION
#2025-106**

**RESOLUTION 2025-
RESOLUTION AUTHORIZING A ONE-YEAR EXTENSION OF THE SHARED
SERVICES AGREEMENT WITH THE BOROUGH OF SPOTSWOOD FOR
EMERGENCY MEDICAL SERVICES**

WHEREAS, the Borough of Helmetta and the Borough of Spotswood previously entered into a Shared Services Agreement for the provision of Emergency Medical Services, effective June 25, 2022, pursuant to the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq.; and

WHEREAS, the original Agreement was for a three-year term ending June 25, 2025, and expressly permits two (2) one-year extensions, subject to mutual consent of the parties and approval by resolution; and

WHEREAS, the Borough of Helmetta desires to exercise the first of the two one-year extension options, thereby extending the term of the Agreement through June 25, 2026; and

WHEREAS, the Borough of Spotswood has indicated its willingness to continue providing Emergency Medical Services to the Borough of Helmetta under the terms set forth in the Agreement; and

WHEREAS, the Borough Attorney has reviewed the proposed extension and recommends proceeding with same;

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

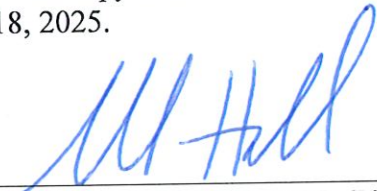
1. The Borough of Helmetta hereby approves a one-year extension of the Shared Services Agreement with the Borough of Spotswood for the provision of Emergency Medical Services, effective June 25, 2025 through June 25, 2026.
2. The Mayor and Municipal Clerk are hereby authorized and directed to execute any documents necessary to effectuate this extension and to ensure submission of the extension to the Division of Local Government Services as required by law.
3. A certified copy of this Resolution shall be forwarded to the Borough of Spotswood and the Division of Local Government Services in the New Jersey Department of Community Affairs.

This Resolution shall take effect immediately.

	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 June 18, 2025.



 MELISSA HALLERMAN., RMC
 Municipal Clerk

**SHARED SERVICES AGREEMENT
BETWEEN THE BOROUGH OF SPOTSWOOD AND
THE BOROUGH OF HELMETTA FOR EMERGENCY MEDICAL SERVICES**

THIS SHARED SERVICES AGREEMENT is effective June 25, 2022, between the BOROUGH OF SPOTSWOOD, a municipal corporation of the State of New Jersey with an address of 77 Summerhill Road, Spotswood, NJ 08884, and the BOROUGH OF HELMETTA, 51 Main Street, Helmetta, NJ 08828.

Witnesseth that:

WHEREAS, the Borough of Helmetta is in need of emergency medical ambulance services (hereinafter, "EMS Services"); and,

WHEREAS, the Borough of Spotswood is agreeable to providing said EMS services to the Borough of Helmetta for a fee and certain specified services; and,

WHEREAS, the Uniform Shared Services Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes agreements between a municipality and an autonomous agency of the municipality to provide services to each other; and

NOW THEREFORE, in consideration of promises and of the mutual covenants, agreements, terms and conditions herein set forth, and of the undertakings of each party to the other, the parties hereto each binding itself, its successors and assigns, do mutually covenant, promise and agree as follows:

1. **Scope of Services.** The Borough of Spotswood agrees to provide EMS Services to the Borough of Helmetta by responding to calls for emergency services. Any and all communications regarding the term of this Agreement or questions or concerns with those services provided by this Agreement must be directed to the attention of the Mayor of the Borough of Spotswood, or her designee, as permitted

2. **Legal Authority.** This agreement is an authorized Shared Services Agreement pursuant to N.J.S.A. 40A:65-1 and a copy of this agreement shall be submitted to the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs after execution of the necessary resolutions by both governing bodies of the Borough of Spotswood and the Borough of Helmetta.

3. **Term of Agreement.** The Borough of Spotswood shall provide EMS services to the Borough of Helmetta for three years, commencing on the effective date of this Agreement, regardless of the date of execution. This Agreement may be extended twice thereafter for a one-year terms (i.e., June 25, 2025 and June 25, 2026). This contract shall not exceed five years.

4. **Effective Date.** The effective date of this agreement shall be June 25, 2022, and shall expire on June 25, 2025, unless extended or terminated as provided herein.

5. **Annual Fee for Emergency EMS Services.** The Borough of Helmetta hereby agrees to provide a payment of \$15,000 per year to the Borough of Spotswood for the services provided by this Agreement on a quarterly basis, with the first payment due upon execution

of this Agreement, and thereafter in accordance with the following schedule in each year of the contract (October 1, January 1, April 1 and July 1).

6. **Billing for Other Services.** To the extent that the Borough of Helmetta may require EMS services for special events (i.e., events other than responding to an emergency call including but not limited to council meetings, school board meetings, community events, sporting events, senior citizen events, etc.), the Borough of Helmetta may submit a request for those services to the Mayor of Spotswood for review and approval no later than 10 business days prior to the special event for which Helmetta is seeking EMS coverage. If approved, the Borough of Helmetta shall be issued an invoice by the Borough of Spotswood for those EMS services to pay for the overtime costs associated with those services. The Borough of Helmetta agrees to pay for those services within 30 days of receipt of the invoice.

7. **Assignment.** Neither party to this Agreement shall make an assignment or transfer of this Agreement or assign or transfer any part of the work under this Agreement without the written consent of the other party. This Agreement shall be binding upon the parties hereto, their heirs, executors, legal representatives and assigns.

8. **Choice of Law.** This Agreement shall be deemed to have been made, executed and delivered in the State of New Jersey. The terms and conditions of this Agreement shall be construed in accordance with the laws of the State of New Jersey.

9. **Modification.** The parties hereto reserve the right subject to mutual assent to modify the terms and conditions as herein contained, as necessary and as evidenced by a written formally executed Addendum to the Agreement

10. **Liability & Indemnification.** The parties to this Agreement shall be responsible for their own acts of negligence, consistent with the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59: 1-1, et seq., arising out of or related to the performance of any acts or duties under the terms of this Agreement.

The Borough of Helmetta shall defend, indemnify, save and hold harmless the Borough of Spotswood, its agents, servants, employees, officers and directors, from and against any demand or claim, or assertion of liability, or any action founded thereon, including any and all reasonable attorney's fees, arising out of, or alleged to have arisen out of the performance of services under this Agreement by the Borough.

The Borough of Helmetta shall add the Borough of Spotswood to its general liability insurance policies to ensure coverage for any and all demands or claims arising under this agreement, and shall provide a Certificate of Insurance demonstrating that coverage in which the Borough of Spotswood is named as an additional insured.

All accidents or injuries to person, or any damages, etc., occurring as a result of or in connection with this contract shall be reported to the Mayor of Spotswood immediately.

11. **Termination.** The parties shall have the ability to terminate this Agreement by providing no less than ninety days written notice.

12. **Notice.** All notices, requests, demands or other communications hereunder

shall be in writing and shall be deemed to be duly given if delivered to:

To the Borough of Spotswood
Mayor of the Borough of Spotswood
7 Summerhill Road
Spotswood, NJ 08884

To the Borough of Helmetta
Mayor of the Borough of Helmetta
51 Main Street
Helmetta, NJ 08828.

13. **Entire Agreement.** This Agreement constitutes the entire Agreement between the Borough of Spotswood and the Borough of Helmetta. It supersedes all prior or contemporaneous communications, representations of Agreement whether oral or written with respect to the subject matter thereof and has been induced by no representations, statements or agreements other than herein expressed. No Agreement hereafter made between the parties shall be binding on either party unless reduced to writing and signed by an authorized officer of the party sought to be bound thereby.

14. **Counterparts.** This Agreement shall be executed in two (2) counterparts, each of which shall be deemed to be an original and such counterparts shall constitute one and the same document.

15. **Severability.** If any provision of this Agreement shall be held to be invalid, illegal or unenforceable, such determination shall not affect or impair any other provision of this Agreement.

16. **Filing.** A copy of this Agreement shall be filed with the Division of Local Government Services in the Department of Community Affairs upon execution and approval by resolution of the Borough of Spotswood and Borough of Helmetta.

IN WITNESS WHEREOF, the parties have caused this agreement to be signed, attested and sealed by their respective and duly authorized officials on the date and year first written above.

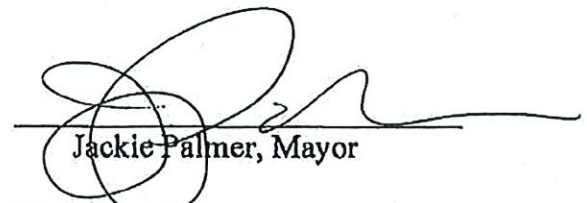
ATTESTED BY:



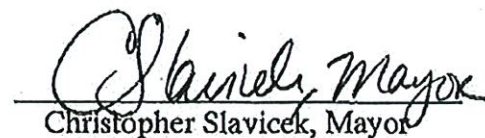
ATTESTED BY:

 Clerk

BOROUGH OF SPOTSWOOD


Jackie Palmer, Mayor

BOROUGH OF HELMETTA


Christopher Slavicek, Mayor

**BOROUGH OF HELMETTA
RESOLUTION #2025-107**

**RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE AWARD OF A
CONTRACT TO Z BROTHERS FOR THE 2024 NJ DOT ROAD IMPROVEMENTS PROJECT
IN AN AMOUNT OF 261,318.00**

WHEREAS, the Borough of Helmetta (the "Borough") invited to bid on the York Drive/Madison Drive/Sutton Place 2024 NJDOT Road Improvement 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 Z Brothers of Sayreville, New Jersey, with a base bid (York Drive) of \$117,205.74, alternate 1 (Madison Drive) of \$83,367.60 and, alternate 2 (Sutton Place) of \$60,744.57, 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 Z Brothers 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 2024 Sutton Place/York Drive/Madison Drive NJDOT Road Improvement Project is hereby awarded to Z Brothers. And that the Mayor is hereby authorized to execute a contract, in a form legally acceptable to the Borough Attorney, to Z Brothers in an amount of 261,318.00, and in accordance with the bid proposal submitted by Z Brothers upon certification of funds by the Chief Financial Officer;

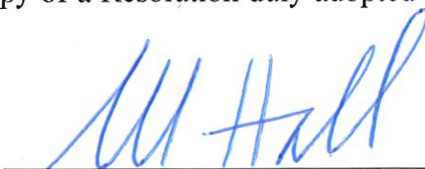
BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

- a. Z Brothers
- 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 June 18, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

CERTIFICATION AS TO AVAILABILITY OF FUNDS
FOR CONTRACT AWARD

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

1. I am the financial officer charged with the responsibility of maintaining the financial records of the Borough of Helmetta, and I have been requested to certify as to the availability of adequate funds for a proposed contract between the Borough and Z Brothers.
2. The maximum amount of the Borough's liability under the proposed contract is \$261,318.00. Adequate funds will be available by virtue of the NJDOT Grant and Capital Improvement Fund (CIF).
3. Said contract will be properly charged to the grant and CIF.
4. The funds so available have not been certified as available for any other contract.



Denise Marabello

Date: 06/18/25

**RESOLUTION
#2025 - 108**

ABANDONED/VACANT PROPERTY OFFICIAL

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


MICHAEL TUMOLO

as ABANDONED/VACANT PROPERTY OFFICIAL for the Borough of Helmetta for a term to expire on December 31, 2025.

	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 #2025-109**

**RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE AWARD OF A
CONTRACT TO AXXIS CONSTRUCTION GROUP, LLC FOR THE COMMUNITY CENTER
ROOF PROJECT IN AN AMOUNT NOT TO EXCEED \$82,390.40**

WHEREAS, the Borough of Helmetta (the "Borough") invited to bid on the Community Center Replacement 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 Axxis Construction Group, LLC, with a bid of \$82,390.40, 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 Axxis Construction Group, LLC, 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 Community Center Replacement Project is hereby awarded to Axxis Construction Group, LLC,. And that the Mayor is hereby authorized to execute a contract, in a form legally acceptable to the Borough Attorney, to Axxis Construction Group, LLC, in an amount not to exceed \$82,390.40 and in accordance with the bid proposal submitted by Axxis Construction Group, LLC, upon certification of funds by the Chief Financial Officer;

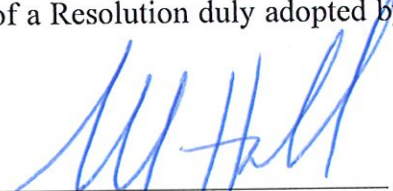
BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be provided to each of the following:

- a. Axxis Construction Group, LLC
- 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 June 18, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

CERTIFICATION AS TO AVAILABILITY OF FUNDS
FOR CONTRACT AWARD

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

1. I am the financial officer charged with the responsibility of maintaining the financial records of the Borough of Helmetta, and I have been requested to certify as to the availability of adequate funds for a proposed contract between the Borough and Axxis Construction Group, LLC.
2. The maximum amount of the Borough's liability under the proposed contract is \$82,390.40. Adequate funds will be available by virtue of the Local Improvement Recreation Grant.
3. Said contract will be properly charged to the grant.
4. The funds so available have not been certified as available for any other contract.



Denise Marabello

Date: 06/18/25

**RESOLUTION
#2025-110**

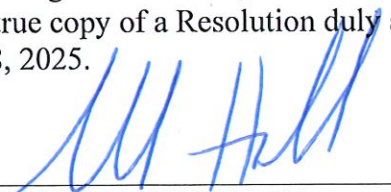
AUTHORIZATION TO SELL MISCELLANEOUS ITEMS ON MUNICIBID

BE IT RESOLVED, the Borough of Helmetta has miscellaneous items which will be sold to the highest bidder via Municibid Online Government Auctions web site www.municibid.com. All these items were declared surplus by the Borough of Helmetta and will be listed for bids on or about June 23, 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 June 18, 2025.



MELISSA HALLERMAN
Municipal Clerk

**RESOLUTION
#2025-111**

HIRING OF SEASONAL PUBLIC WORKS EMPLOYEE

BE IT RESOLVED, that Brandon R. Bando is hereby appointed as a seasonal employee in the Public Works Department. His starting salary will be \$16.00 per hour, and his start date will be June 23, 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 June 18, 2025.



MELISSA HALLERMAN
Municipal Clerk

**Resolution
2025-112**

**Resolution authorizing salaries & wages to be paid to employees of the Borough of
Helmetta, retroactive January 1, 2025**

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the following salaries and wages shall be paid to various employees of the Borough of Helmetta retroactively on January 1, 2025, unless otherwise noted.

Salaried Employees

<u>Employee</u>	<u>Base Salary</u>	<u>Longevity Percentage</u>	<u>Total Annual Salary</u>
Reed	\$89,466.91		\$89,466.91
Marabello	\$38,014.23		\$38,014.23
McDermott	\$12,951.25		\$12,951.25
Hallerman	\$83,352.24		\$83,352.24
Mercado	\$15,000.00		\$15,000.00*
Herman	\$14,000.00		\$14,000.00
Crane	\$30,900.00		\$30,900.00
Rampacek	\$8,500.00		\$8,500.00
Tumulo	\$10,550.00		\$10,550.00**

Hourly Employees

<u>Employee</u>	<u>Base Salary</u>	<u>Longevity Percentage</u>
Feig	\$18.55	4%
Hughes	\$23.65	
Mahan	\$21.86	

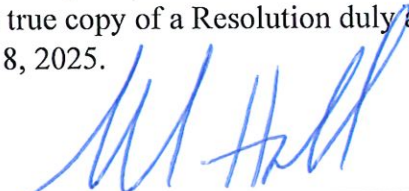
* As of April 1, 2025

** As of May 22, 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 June 18, 2025.



 MELISSA HALLERMAN
 Municipal Clerk

RESOLUTION

2025-113

PAYMENT OF BILLS

All bills shall be paid per list.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on June 18, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

P.O. Type: All Range: First to Last Format: Detail without Line Item Notes Vendors: All Rcvd Batch Id Range: First to Last Include Non-Budgeted: Y											
Open: N Paid: N Void: N Rcvd: Y Held: Y Aprv: N Bid: Y State: Y Other: Y Exempt: Y											
P.O. #	P.O. Date	Vendor	Item Description	Amount	Charge Account	Contract P.O. Type	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
24-00862	12/16/24	MONAR005 MONARCH ELECTRIC COMPANY	1 LIGHTS FOR COM CENTER	38.70	4-01-26-772-020	B BUILDINGS & GROUNDS OE		R	12/16/24	06/16/25	
25-00224	03/24/25	TRA04 TRAP ROCK INDUSTRIES LLC	1 COLD PATCH	631.80	5-01-26-765-020	B STREETS & ROADS OE		R	03/24/25	06/16/25	8172152
25-00341	05/05/25	WBM01 W.B. MASON	1 CALCULATOR	99.99	5-01-20-710-020	B TAX ASSESSOR OE		R	05/05/25	06/16/25	
25-00351	05/12/25	SAFET005 SAFE-T	1 FIREFIGHTER GLOVES/HOOD	873.00	5-01-25-749-020	B FIRE DEPARTMENT OE		R	05/12/25	06/16/25	
25-00354	05/12/25	WBM01 W.B. MASON	1 ADHESIVE DOTS/ STORAGE DISH	13.60	5-01-31-834-020	B OFFICE SUPPLIES		R	05/12/25	06/16/25	
25-00380	05/19/25	WBM01 W.B. MASON	1 BALLPOINT PENS	4.28	5-01-20-120-020	B MUNICIPAL CLERK OE		R	05/19/25	06/16/25	
			2 COLOR FILE FOLDERS	47.51	5-01-20-120-020	B MUNICIPAL CLERK OE		R	05/19/25	06/16/25	
			3 COPY PAPER	153.42	5-01-31-834-020	B OFFICE SUPPLIES		R	05/19/25	06/16/25	
				205.21							
25-00382	05/19/25	HOM02 HOME DEPOT CREDIT SERVICES	1 PLANTERS FOR GAZEBO	79.94	5-01-28-796-020	B PARKS OE		R	05/19/25	06/16/25	
			2 GRASS SEED FOR GAZEBO	106.00	5-01-28-796-020	B PARKS OE		R	05/19/25	06/16/25	
				185.94							
25-00388	05/29/25	NAP02 JERSEY AUTO SUPPLY	1 WAX DRY/ BLACK MAGIC	55.94	5-01-25-749-020	B FIRE DEPARTMENT OE		R	05/29/25	06/18/25	8212
25-00389	05/29/25	MGL01 MGL PRINTING SOLUTIONS	1 TAX BILLS	757.00	5-01-20-708-021	B REVENUE ADMIN TAX COLL OE		R	05/29/25	06/16/25	215281

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract	PO Type	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00390	06/02/25	SAM02	SAMUEL KLEIN & COMPANY										
1	2025	MUNICIPAL BUDGET		2,750.00	5-01-20-705-021		B	FINANCE OE	R	06/02/25	06/16/25		
2	2025	MUNICIPAL BUDGET		2,300.00	5-05-55-500-021		B	WATER OPERATING OE	R	06/02/25	06/16/25		
3	2025	MUNICIPAL BUDGET		2,300.00	5-07-55-500-021		B	SEWER OPERATING OE	R	06/02/25	06/16/25		
				7,350.00									
25-00397	06/02/25	MAR0005	MARRIOTT CALLAHAN & BLAIR										
1	2025	QTRLY RETAINER		1,062.50	5-01-21-720-020		B	PLANNING BOARD OE	R	06/02/25	06/16/25		
25-00401	06/02/25	ROS02	THOMAS C. ROSELLI, ESQ.										
1	PUBLIC DEFENDER-	JUNE 2025		300.00	5-01-20-712-020		B	LEGAL SERVICES OE	R	06/02/25	06/16/25		
25-00402	06/02/25	TID02	TIDBURY CREEK FARMS NURSERY										
1	PAMPAS GRASS FOR	GAZEBO		76.00	5-01-28-796-020		B	PARKS OE	R	06/02/25	06/16/25		
25-00404	06/02/25	CIR01	CIRCLE JANITORIAL SUPPLIES										
1	INV#30195-25			171.00	5-01-26-772-020		B	BUILDINGS & GROUNDS OE	R	06/02/25	06/16/25		30195-25
25-00405	06/02/25	KEMPT005	KEMPTON FLAG										
1	5' FLAG POLES			390.00	5-01-26-765-020		B	STREETS & ROADS OE	R	06/02/25	06/16/25		
2	2X3 FLAGS			319.20	5-01-26-765-020		B	STREETS & ROADS OE	R	06/02/25	06/16/25		
3	BRACKETS			178.80	5-01-26-765-020		B	STREETS & ROADS OE	R	06/02/25	06/16/25		
				888.00									
25-00406	06/02/25	PAUL005	PAUL REED										
1	DURANGO TITLE	MAILED		10.27	5-01-31-831-020		B	POSTAGE	R	06/02/25	06/16/25		
25-00407	06/02/25	POWER005	POWER PLACE										
1	BELTS FOR	STANDUP MOWER		156.23	5-01-26-765-020		B	STREETS & ROADS OE	R	06/02/25	06/16/25		1266114
25-00408	06/02/25	GEORG005	GEORGE'S GARAGE & TOWING INC.										
1	350 BRAKE	BOOSTER AND LABOR		698.10	5-01-26-315-020		B	VEHICLE MAINT-PUBLIC WORKS	R	06/02/25	06/16/25		35976
25-00409	06/02/25	HOME02	HOME DEPOT CREDIT SERVICES										
1	5 GALLON	BUCKETS		15.92	5-01-26-772-020		B	BUILDINGS & GROUNDS OE	R	06/02/25	06/16/25		
25-00410	06/02/25	WBM01	W.B. MASON										
1	NOTE CARDS			9.79	5-01-20-120-020		B	MUNICIPAL CLERK OE	R	06/02/25	06/16/25		

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 Date	Invoice
25-00411	06/02/25	MCU01	Middlesex Cty Utilities Auth								
1			DUMPING CHARGES- MAY 2025	6,698.81	5-01-32-837-020	B	LANDFILL/DISPOSAL SOLID WASTE	R	06/02/25	06/16/25	
25-00415	06/05/25	MONAR005	MONARCH ELECTRIC COMPANY								
1			WALL PACKS	182.84	5-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	06/05/25	06/16/25	
25-00416	06/12/25	EAS01	EAST BRUNSWICK WATER UTILITY								
1			MAY 2025 WATER	34,526.87	5-05-55-500-025	B	PURCHASE OF WATER	R	06/12/25	06/16/25	
25-00417	06/12/25	STAL17	STAR2STAR COMMUNICATIONS								
1			TELEPHONE JUNE 2025- FD	238.52	5-01-31-827-020	B	TELEPHONE COSTS	R	06/12/25	06/16/25	
2			TELEPHONE JUNE 2025- MUNICIPAL	363.72	5-01-31-827-020	B	TELEPHONE COSTS	R	06/12/25	06/16/25	
				602.24							
25-00418	06/12/25	FRENC005	FRENCH & PARRELLO ASSOCIATES								
1			SHELTER REMEDY- 155897	12,308.55	C-04-55-909-100	B	ANIMAL SHELTER REMEDIATION 2024-8	R	06/12/25	06/16/25	155897
25-00419	06/12/25	NEW31	NJ DEPT OF HLTH & SR SVC (DOG)								
1			ANIMAL LICENSE APRIL	4.20	T-09-00-000-001	B	ANIMAL CONTROL EXPENSES	R	06/12/25	06/16/25	
25-00420	06/12/25	ONE02	ONE CALL CONCEPTS, INC.								
1			REGULAR LOCATES- MAY	11.40	5-01-26-765-020	B	STREETS & ROADS OE	R	06/12/25	06/16/25	
25-00421	06/12/25	KELS005	KELSO & BURGESS								
1			COURT SESSION- JUNE 2025	600.00	5-01-25-757-020	B	MUNICIPAL PROSECUTOR OE	R	06/12/25	06/16/25	
25-00422	06/12/25	FRAG01	JOE FRAGOSO								
1			SUPPLIES REIMBURSEMENT	280.01	5-01-25-749-021	B	FIRE DEPARTMENT-COMMUNICATIONS EQUIPMENT	R	06/12/25	06/16/25	
25-00423	06/12/25	AUT02	AUTO AUTHORITY								
1			WHEEL CYCLINDER/ BRAKES	1,944.03	5-01-25-749-020	B	FIRE DEPARTMENT OE	R	06/12/25	06/16/25	
25-00424	06/12/25	CLE03	CLEAN AIR COMPANY								
1			INV# 25413/250414	1,123.40	5-01-25-749-020	B	FIRE DEPARTMENT OE	R	06/12/25	06/16/25	
25-00425	06/12/25	AWAZ005	AMAZON CAPITAL SERVICES								
1			INV#11W7-G17N-99VJ	39.50	5-01-26-765-020	B	STREETS & ROADS OE	R	06/12/25	06/16/25	
2			INV# 1YHK-LW4M-7QX3	13.72	5-01-28-795-020	B	RECREATION OE	R	06/12/25	06/16/25	
3			INV# 1CGN-XWCV-97WH	113.16	5-01-28-795-020	B	RECREATION OE	R	06/12/25	06/16/25	

P0 #	P0 Date	Vendor	Item Description	Amount	Charge Account	Acct Type	Contract PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00425	06/12/25	AMAZON005	AMAZON CAPITAL SERVICES		Continued							
4 INV#	1RIJH-9CPP-7XNM			52.96	5-01-28-795-020		B RECREATION OE	R	06/12/25	06/16/25		
5 INV#	16MP-PTPN-T4MX			119.95	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/25	06/16/25		
6 INV#	1FFR-6WRR-6LM6			75.99	5-01-26-765-020		B STREETS & ROADS OE	R	06/12/25	06/16/25		
7 INV#	19KN-HCVF-6NMY			23.79	5-01-28-795-020		B RECREATION OE	R	06/12/25	06/16/25		
				439.07								
25-00426	06/12/25	BET01	BETTER LIVING									
1	CARPET CLEANER			47.98	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/25	06/16/25		
25-00427	06/12/25	PAULR005	PAUL REED									
1	BABY NIGHT CRAWLERS FOR DERBY			92.00	5-01-28-795-020		B RECREATION OE	R	06/12/25	06/16/25		
25-00428	06/12/25	CIR01	CIRCLE JANITORIAL SUPPLIES									
1	55GAL BAGS/ C-FOLDS			113.50	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/25	06/16/25		
25-00429	06/12/25	HOM02	HOME DEPOT CREDIT SERVICES									
1	CLEANERS/PADS			147.85	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/25	06/16/25		
2	HOOKS BISTRO LIGHTS			17.40	5-01-28-796-020		B PARKS OE	R	06/12/25	06/16/25		
3	CEMENT BAGS/PVC CAPS			298.60	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/12/25	06/16/25		
4	GLASSES/PRUNERS/HOSE CLAMPS			118.83	5-01-26-765-020		B STREETS & ROADS OE	R	06/12/25	06/16/25		
				582.68								
25-00430	06/12/25	DYNAS005	DYNASTY COMMERCIAL CLEANING									
1	WAY COM CENTER CLEANING			1,071.00	5-01-26-774-020		B COMMUNITY CENTER OE	R	06/12/25	06/16/25		
25-00431	06/13/25	FLORI005	FLORIO PERRUCCI STEINHARDT									
1	WAY SERVICES			2,460.00	5-01-20-712-020		B LEGAL SERVICES OE	R	06/13/25	06/16/25		
25-00432	06/13/25	AM002	AMORE HOMES LLC									
1	BOROUGH HALL SOFFIT REPAIR			2,500.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE	R	06/13/25	06/16/25		
25-00433	06/13/25	PSE01	PSE&G CO									
1	ACCT# 13 014 183 07			296.26	5-01-31-829-020		B NATURAL GAS	R	06/13/25	06/16/25		
25-00434	06/16/25	MELIS005	MELISSA HALLERMAN									
1	SPARKS IN THE PARK CASH BOXES			1,000.00	5-01-28-795-020		B RECREATION OE	R	06/16/25	06/18/25		

PO # Item Description	PO Date Vendor	Amount	Charge Account	Contract Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice
25-00435 06/16/25 BWCON005 B & W CONSTRUCTION CO. OF NJ I									
1 WATER LEAK-100 MAIN STREET		20,504.65	C-06-55-561-001	B WATER LEAK AND REPAIR 2025-03	R	06/16/25	06/16/25		
25-00436 06/16/25 VIL01 VILLA BORGHESE									
1 PERSONAL PIZZAS-FISHING DERBY		420.00	5-01-28-795-020	B RECREATION OE	R	06/16/25	06/16/25		
25-00437 06/16/25 MON06 MONROE TOWNSHIP UTILITY DEPT.									
1 METER PITS I (13081-0)		12,173.33	5-07-55-500-023	B MONROE M.U A. CHARGES	R	06/16/25	06/16/25		
2 METER PITS I (13082-0)		6,920.59	5-07-55-500-023	B MONROE M.U A. CHARGES	R	06/16/25	06/16/25		
		19,093.92							
25-00439 06/16/25 HEL07 HELMETTA MUNICIPAL COURT									
1 MARCH 2025 CC FEES		558.95	5-01-42-855-020	B MUNICIPAL COURT OE	R	06/16/25	06/18/25		
25-00440 06/16/25 LANGU005 LANGUAGE LINK									
1 INTERPRET SVC FOR MAY		2.57	5-01-42-855-020	B MUNICIPAL COURT OE	R	06/16/25	06/18/25		
25-00443 06/16/25 SUNBE005 SUNBELT RENTALS									
1 AUGER RENTAL		117.90	5-01-26-765-020	B STREETS & ROADS OE	R	06/16/25	06/18/25		
25-00444 06/16/25 TRACY005 TRACY SALVESEN									
1 ADULT FITNESS APR-MAY		250.00	5-01-28-797-020	B SENIOR CITIZENS OE	R	06/16/25	06/18/25		
25-00445 06/16/25 ACT01 ACTION DATA SVC, INC									
1 PAYROLL INV# 92611		76.84	5-01-20-705-021	B FINANCE OE	R	06/16/25	06/16/25		92611.
2 PAYROLL INV# 92611		25.61	5-05-55-500-021	B WATER OPERATING OE	R	06/16/25	06/16/25		92611
3 PAYROLL INV# 92611		25.62	5-07-55-500-021	B SEWER OPERATING OE	R	06/16/25	06/16/25		92611
		128.07							
25-00446 06/16/25 MCI01 Middlesex Cty Improvement Auth									
1 CURBSIDE ASL- MAY		4,014.66	5-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	06/16/25	06/16/25		
25-00447 06/16/25 JCP01 JCP&L									
1 ACCT# 100 054 008 006		50.23	5-01-31-825-020	B ELECTRICITY	R	06/16/25	06/16/25		
2 ACCT# 100 117 3416 864		446.92	5-01-31-825-020	B ELECTRICITY	R	06/16/25	06/16/25		
3 ACCT# 100 128 267 034		40.60	5-01-31-825-020	B ELECTRICITY	R	06/16/25	06/16/25		
4 ACCT# 100 128 456 728		33.87	5-01-31-825-020	B ELECTRICITY	R	06/16/25	06/16/25		

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract	Stat/chk	First Rcvd	Chk/Void
									Enc Date	Date	Invoice
25-00447	06/16/25	JCP01	JCP&L		Continued						
5	ACCT# 100 114 338 708			5.53	5-01-31-825-020		B ELECTRICITY		R	06/16/25	06/16/25
				577.15							
25-00449	06/16/25	VIL01	VILLA BORGHESE								
1	PRIMARY ELECTION-POLL WORKERS			57.90	5-01-20-120-020		B MUNICIPAL CLERK OE		R	06/16/25	06/16/25
25-00450	06/16/25	MID17	MIDDLESEX COUNTY TREASURER								
1	FUEL USAGE- MAY 2025			642.37	5-01-31-833-020		B GASOLINE		R	06/16/25	06/16/25
25-00452	06/16/25	CEN07	CENTRAL JERSEY SECURITY								
1	QTRLY MONITORING			150.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE		R	06/16/25	06/16/25
2	QTRLY MONITORING			171.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE		R	06/16/25	06/16/25
				321.00							
25-00453	06/16/25	CENTE05	CENTER STATE ENGINEERING								
1	GENERAL ENGINEERING			1,798.00	5-01-20-715-020		B ENGINEERING SERVICE OE		R	06/16/25	06/16/25
2	2024 DOT SUTTON/MADISON/YORK			404.00	C-04-55-908-100		B ROAD IMPROVEMENTS - SUTTON PLACE		R	06/16/25	06/16/25
3	15 HIGH STREET			935.00	T-14-57-000-022		B ESCROW - 15 HIGH STREET LLC		R	06/16/25	06/16/25
				3,137.00							16774 16773 16771
25-00454	06/16/25	SGPAV005	S&G PAVING								
1	REPLACE DAMAGED GUARDRAIL			1,000.00	5-01-28-796-020		B PARKS OE		R	06/16/25	06/16/25
2	REPLACE DAMAGED GUARDRAIL			750.00	5-01-26-765-020		B STREETS & ROADS OE		R	06/16/25	06/16/25
3	REPLACE DAMAGED GUARDRAIL			750.00	5-01-26-772-020		B BUILDINGS & GROUNDS OE		R	06/16/25	06/16/25
				2,500.00							
25-00455	06/16/25	DIL01	DILLWORTH PAXSON LLP								
1	CAPITAL ORD 2025-06			450.00	5-01-20-712-020		B LEGAL SERVICES OE		R	06/16/25	06/16/25
25-00457	06/16/25	COU05	COUNTY OF MONMOUTH								
1	FIRE ACADEMY CLASS-AWABILE			750.00	5-01-25-749-020		B FIRE DEPARTMENT OE		R	06/16/25	06/18/25
25-00458	06/16/25	AWAZ005	AMAZON CAPITAL SERVICES								
1	10 GALLON TANK FOR LITTER			72.99	5-01-26-771-020		B RECYCLING SOLID WASTE OE		R	06/16/25	06/16/25
											13K9-CFW-H3HM
25-00460	06/17/25	FACEP005	KATE PASTORE								
1	FACE PAINTERS SPARK IN PARK			400.00	T-13-55-000-007		B RESERVE FOR RECREATION TRUST		R	06/17/25	06/18/25

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
25-00461	06/17/25	DJWE005 Wayne Handwerk Jr.							
		1 DJ FISHING DERBY		200.00	5-01-28-795-020	B RECREATION OE	R	06/17/25	06/18/25
		2 DJ SPARKS IN PARK		450.00	T-13-55-000-007	B RESERVE FOR RECREATION TRUST	R	06/17/25	06/18/25
				650.00					
25-00462	06/18/25	WATER005 WATER RESOURCE MANAGEMENT, INC							
		1 BACKUP OPERATOR MAY 2025		300.00	5-05-55-500-021	B WATER OPERATING OE	R	06/18/25	06/18/25
25-00463	06/18/25	KOT01 JOSEPH KOTORA							
		1 FIRE MARSHAL/CODE TRAINING		175.00	5-01-25-752-020	B FIRE PREVENTION BUREAU OE	R	06/18/25	06/18/25
25-00464	06/18/25	MCI01 Middlesex Cty Improvement Auth							
		1 BRUSH/LEAVES		349.05	5-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	06/18/25	06/18/25
25-00465	06/18/25	PUR01 PITNEY BOWES BANK PURCHASE PWR							
		1 POSTAGE REFILL		564.44	5-01-31-831-020	B POSTAGE	R	06/18/25	06/18/25
25-00468	06/18/25	COMCA649 COMCAST							
		1 ACCT# 8499 05 248 0023649		174.44	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/18/25	06/18/25
		2 ACCT# 8499 05 248 0023649		58.14	5-05-55-500-021	B WATER OPERATING OE	R	06/18/25	06/18/25
		3 ACCT# 8499 05 248 0023649		58.15	5-07-55-500-021	B SEWER OPERATING OE	R	06/18/25	06/18/25
				290.73					
25-00469	06/18/25	COMCA656 COMCAST							
		1 ACCT# 8499 05 248 0023656		231.32	5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	06/18/25	06/18/25
Total Purchase Orders: 67				Total P.O. Line Items: 99	Total List Amount: 137,043.50	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	4-01	38.70	0.00	38.70	0.00	0.00	38.70
CURRENT FUND	5-01	43,310.09	0.00	43,310.09	0.00	0.00	43,310.09
WATER OPERATING FUND	5-05	37,210.62	0.00	37,210.62	0.00	0.00	37,210.62
SEWER OPERATING FUND	5-07	21,477.69	0.00	21,477.69	0.00	0.00	21,477.69
Year Total:		101,998.40	0.00	101,998.40	0.00	0.00	101,998.40
GENERAL CAPITAL FUND	C-04	12,712.55	0.00	12,712.55	0.00	0.00	12,712.55
WATER CAPITAL FUND	C-06	20,504.65	0.00	20,504.65	0.00	0.00	20,504.65
Year Total:		33,217.20	0.00	33,217.20	0.00	0.00	33,217.20
ANIMAL TRUST FUND	T-09	4.20	0.00	4.20	0.00	0.00	4.20
GENERAL TRUST FUND	T-13	850.00	0.00	850.00	0.00	0.00	850.00
BUILDERS' ESCROW FUND	T-14	935.00	0.00	935.00	0.00	0.00	935.00
Year Total:		1,789.20	0.00	1,789.20	0.00	0.00	1,789.20
Total of All Funds:		137,043.50	0.00	137,043.50	0.00	0.00	137,043.50

RESOLUTION

2025-114

RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION (N.J.S.A. 40A:4-87)

WHEREAS, N.J.S.A. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget; and

WHEREAS, said Director may also approve the insertion of any item of appropriation for an equal amount;

Section 1

NOW, THEREFORE, BE IT RESOLVED, that the Township Council of the Borough of Helmetta, in the County of Middlesex, New Jersey, hereby requests the Director of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2025 in the sum of \$6,471.87, which it is now available as a revenue from the "Clean Communities Grant", and

Section 2

BE IT FURTHER RESOLVED that the sum of \$6,471.87 is hereby appropriated under the caption "Clean Communities Grant".

	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 June 18, 2025.



MELISSA HALLERMAN
Municipal Clerk

May 2025

Municipal Clerk

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
5/8/2025	Hannah Reid	Current - Certified Copy		\$15.00 Ck# 2949
5/12/2025	Orange Key Realty	Recreation Trust - Spark		\$100.00 Ck# 12897
5/13/2025	Brunswick Memorial	Recreation Trust - Spark		\$100.00 Ck# 182926
5/13/2025	Glyco Corporation	Recreation Trust - Spark		\$250.00 Ck# 1710
5/14/2025	Recoil	Recreation Trust - Spark		\$250.00 Ck# 3548
5/14/2025	NJSFSC	Recreation Trust - Fishing Derby		\$50.00 Ck# 1079
5/15/2025	B&W Construction	Recreation Trust - Spark		\$250.00 Ck# 23635
5/15/2025	Esly Reyes	Current - Recycle Bin		\$18.50 Ck# 115
5/16/2025	Gina Geleti	Current - Marriage License		\$28.00 Cash
5/19/2025	BCB	Recreation Trust - Spark		\$500.00 Ck# 83943
5/19/2025	Catherine Wade	Current - Certified Copy		\$15.00 Ck#7037
5/19/2025	Shammi Kanda	Current - Zoning Permit		\$50.00 Cash
5/20/2025	Nicole Segreto	Current - Zoning Permit		\$50.00 Ck# 142
5/21/2025	Supreme Deck	Recreation Trust - Spark		\$1,000.00 Ck# 1152
5/30/2025	Massimo Pirrone	Recreation Trust - Spark		\$500.00 Ck# 202
5/30/2025	Ciros LLC	Recreation Trust - Spark		\$100.00 Ck# 21038
6/3/2025	Lofts at Helmetta	Recreation Trust - Spark		\$1,000.00 Ck# 11315

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

Tina Mc Dermott

TINA MCDERMOTT
TAX COLLECTOR

MONTH OF: MAY

DATED: 6/3/2025

TAXES	2024	0.00
TAXES	2025	1,263,363.37
TAXES	2026	0.00

INTEREST 421.81

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

TOTAL 1,263,785.18

<u>ADJUSTMENTS</u>	
SENIOR CTZN DISALLOWED	250.00
DISABLED DISALLOWED	250.00
VET ALLOWED	-250.00
WIDOW DISALLOWED	250.00
	<hr/> 500.00

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2024	0.00	39,962.63	39,962.63
2025	(29,935.87)	86,716.69	56,780.82
			<hr/> 58,732.35

2026

TAX COLLECTORS TRUST

<u>DATE</u>	<u>CK#</u>	<u>SOURCE</u>	<u>DEBITS</u>	<u>CREDITS</u>
4/30/2025				79,199.20

5/31/2025	interest paid	6.82
		<hr/> 0.00
		6.82

TOTAL AS PER 5/31/25 BANK STATEMENT 79,206.02

[illegible]

BOROUGH OF HELMETTA
2024
DELINQUENT TAXES AS OF:

2024 \$ SOLD AT 2025 TAX SALE

5/31/25

DECEMBER				
<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			39,962.63
JULY	39,962.63			39,962.63
AUGUST	39,962.63			39,962.63
SEPTEMBER	39,962.63			39,962.63
OCTOBER	39,962.63			39,962.63
NOVEMBER	39,962.63			
BALANCE				\$ 39,962.63

RESOLUTION

2025-115

EXECUTIVE SESSION

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

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

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

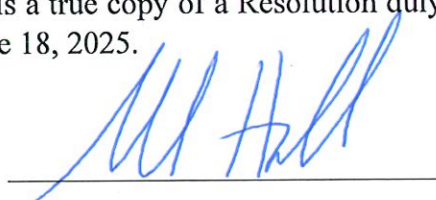
Minutes will be kept and once the matter involving the confidentiality of the matter is no longer considered confidential, then the minutes will be made public.

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

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on June 18, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

**ORDINANCE FOR ADOPTION OF THE FLOODPLAIN MANAGEMENT REGULATIONS
OF The Borough of Helmetta**

ORDINANCE NO. 2025 - 04

**AN ORDINANCE BY THE Borough Council of the Borough of Helmetta; TO ADOPT
FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND
PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the Borough of Helmetta and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

WHEREAS, the Borough of Helmetta was accepted for participation in the National Flood Insurance Program and the Borough Council of the Borough of Helmetta desires to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59, 60, 65 and 70 necessary for such participation; and

WHEREAS, the Borough of Helmetta is required, pursuant to N.J.A.C. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

WHEREAS, the Borough of Helmetta is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

WHEREAS, the Borough of Helmetta is required, pursuant to N.J.S.A.58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP).

**NOW, THEREFORE, BE IT ORDAINED by The Borough Council of the Borough of
Helmetta of**

The Borough of Helmetta that the following floodplain management regulations are hereby adopted.

SECTION 1. RECITALS.

The foregoing whereas clauses are incorporated herein by reference and made a part hereof.

SECTION 2. These regulations specifically repeal and replace any previous ordinance(s) and regulation(s).

SECTION 101 SCOPE AND ADMINISTRATION

101.1 Title. These regulations, in combination with the flood provisions of the Uniform Construction Code (UCC) N.J.A.C. 5:23 (hereinafter "Uniform Construction Code," consisting of the Building Code, Residential Code, Rehabilitation Subcode, and related codes, and the New Jersey Flood Hazard Area Control Act (hereinafter "FHACA"), N.J.A.C. 7:13, shall be known as the *Floodplain Management Regulations* of The Borough of Helmetta (hereinafter "these regulations").

101.2 Scope. These regulations, in combination with the flood provisions of the Uniform Construction Code and FHACA shall apply to all proposed development in flood hazard areas established in Section 102 of these regulations.

101.3 Purposes and objectives. The purposes and objectives of these regulations are to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific flood hazard areas through the establishment of comprehensive regulations for management of flood hazard areas, designed to:

- (1) Protect human life and health.
- (2) Prevent unnecessary disruption of commerce, access, and public service during times of flooding.
- (3) Manage the alteration of natural floodplains, stream channels and shorelines;
- (4) Manage filling, grading, dredging and other development which may increase flood damage or erosion potential.
- (5) Prevent or regulate the construction of flood barriers which will divert floodwater or increase flood hazards.
- (6) Contribute to improved construction techniques in the floodplain.
- (7) Minimize damage to public and private facilities and utilities.
- (8) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas.
- (9) Minimize the need for rescue and relief efforts associated with flooding.
- (10) Ensure that property owners, occupants, and potential owners are aware of property located in flood hazard areas.
- (11) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events.
- (12) Meet the requirements of the National Flood Insurance Program for community participation set forth in Title 44 Code of Federal Regulations, Section 59.22.

101.4 Coordination with Building Codes. Pursuant to the requirement established in N.J.A.C. 5:23, the Uniform Construction Code, that the Borough of Helmetta administer and enforce the State building codes, The Borough Council of the Borough of Helmetta does hereby acknowledge that the Uniform Construction Code contains certain provisions that apply

to the design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

101.5 Ordinary Building Maintenance and Minor Work. Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 103.14 of this ordinance.

101.6 Warning. The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

101.7 Other laws. The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

101.8 Violations and Penalties for Noncompliance. No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$2,000 imprisonment for a term not exceeding ninety(90) days or a period of community service not exceeding 90 days.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30 day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30 day period, a fine greater than \$2,000 may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance, but shall be calculated separately from the fine imposed for the violation of the ordinance.

101.8.1 Solid Waste Disposal in a Flood Hazard Area. Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2500 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

101.9 Abrogation and greater restrictions. These regulations supersede any ordinance in

effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

SECTION 102 APPLICABILITY

102.1 General. These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

102.2 Establishment of Flood Hazard Areas. The Borough of Helmetta was accepted for participation in the National Flood Insurance Program on June 28, 1974.

The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the **Helmetta Municipal Building, Office of Paul Reed 51 Main Street Helmetta NJ, 08828.**

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

- 1) **Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled Middlesex County New Jersey dated July 10 2010 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 102.2(1) whose top level document (appendix map) effective date is July 6, 2010 are hereby adopted by reference.

Table 102.2(1)

Map Panel #	Effective Date	Suffix	Map Panel #	Effective Date	Suffix
143 of 286	July 6, 2010	FIRM			
252 of 286	July 6 2010	FIRM			
256 of 282	July 6 2010	FIRM			

- 2) **Federal Best Available Information.** The Borough of Helmetta shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA's Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 102.2(2)

Map Panel #	Preliminary Date	Map Panel #	Preliminary Date
FIS	January 31, 2014	144 of 286	January 31, 2014
57 of 286	January 31, 2014	151 of 286	January 31, 2014
59 of 286	January 31, 2014	152 of 286	January 31, 2014
63 of 286	January 31, 2014	153 of 286	January 31, 2014
64 of 286	January 31, 2014	156 of 286	January 31, 2014
67 of 286	January 31, 2014	157 of 286	January 31, 2014
68 of 286	January 31, 2014	158 of 286	January 31, 2014
69 of 286	January 31, 2014	159 of 286	January 31, 2014
76 of 286	January 31, 2014	161 of 286	January 31, 2014
77 of 286	January 31, 2014	162 of 286	January 31, 2014
78 of 286	January 31, 2014	163 of 286	January 31, 2014
79 of 286	January 31, 2014	166 of 286	January 31, 2014
86 of 286	January 31, 2014	167 of 286	January 31, 2014
87 of 286	January 31, 2014	178 of 286	January 31, 2014
88 of 286	January 31, 2014		
131 of 286	January 31, 2014		
132 of 286	January 31, 2014		
134	January 31, 2014		

- 3) **Other Best Available Data.** The Borough of Helmetta shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state

agencies, or other information deemed appropriate by the Borough of Helmetta. Other "best available information" may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 102.2 (1) and (2), above. This information shall be used for floodplain regulation purposes only.

- 4) **State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the "Flood Hazard Area Control Act Design Flood Elevation", as defined in Section 201, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard Areas (SFHAs) as identified by FEMA. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.
- 5) The Borough shall enforce the most recent FEMA or NJDEP flood hazard data, including any future revisions or updates to the FIRM or Flood Insurance Study, upon issuance and without the need for further action by the Borough Council.

102.3 Establishing the Local Design Flood Elevation (LDFE).

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 102.2, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- 1) For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 102.2, above plus one foot or as described by N.J.A.C. 7:13 of freeboard; or
- 2) For any undelineated watercourse (where mapping or studies described in 102.2 (1) and (2) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
 - a. A copy of an unexpired NJDEP Flood Hazard Area Verification plus one foot of freeboard and any additional freeboard as required by ASCE 24; or
 - b. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be sealed and submitted according to Section 105.2-3.
- 3) AO Zones – For Zone AO areas on the municipality's FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) feet above the highest adjacent grade.
- 4) Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet of freeboard in accordance with ASCE 24.
- 5) Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 1 foot of freeboard in accordance with ASCE 24.

SECTION 103 DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR

103.1 Floodplain Administrator Designation. The **Director of Public Works** is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate

performance of certain duties to other employees.

103.2 General. The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Section 107 of these regulations.

103.3 Coordination. The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

103.4 Duties. The duties of the Floodplain Administrator shall include but are not limited to:

- (1) Review all permit applications to determine whether proposed development is located in flood hazard areas established in Section 102 of these regulations.
- (2) Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.
- (3) Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- (4) Determine whether additional flood hazard data shall be obtained or developed.
- (5) Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- (6) Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 103.14 of these regulations.
- (7) Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- (8) Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Section 107 of these regulations.
- (9) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- (10) Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- (11) Inspect development in accordance with Section 106 of these regulations and inspect flood hazard areas to determine if development is undertaken without issuance of permits.
- (12) Prepare comments and recommendations for consideration when applicants

seek variances in accordance with Section 107 of these regulations.

(13) Cite violations in accordance with Section 108 of these regulations.

(14) Notify the Federal Emergency Management Agency when the corporate boundaries of The Borough of Helmetta have been modified.

(15) Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 102.2.

103.5 Use of changed technical data. The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

103.6 Other permits. It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

103.7 Determination of Local Design Flood Elevations. If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- (1) Obtain, review, and reasonably utilize data available from a Federal, State, or other source, or
- (2) Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The

accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 102.2 and 102.3 respectively. This information shall be provided to the Construction Official and documented according to Section 103.15.

103.8 Requirement to submit new technical data. Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical

changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

103.9 Activities in riverine flood hazard areas. In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

103.10 Floodway encroachment. Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land-disturbing-activity, the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

103.10.1 Floodway revisions. A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

103.11 Watercourse alteration. Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

103.11.1 Engineering analysis. The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

103.12 Alterations in coastal areas. The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

103.13 Development in riparian zones All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between 50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone

located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land Resource Protection.

103.14 Substantial improvement and substantial damage determinations. When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- (1) Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- (2) Determine and include the costs of all ordinary maintenance and minor work, as discussed in Section 101.5, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.
- (3) Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- (4) Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant in writing or E-Mail when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.

103.15 Department records. In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies, Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

103.16 Liability. The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

SECTION 104 PERMITS

104.1 Permits Required. Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

104.2 Application for permit. The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- (1) Identify and describe the development to be covered by the permit.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.
- (4) Be accompanied by a site plan and construction documents as specified in Section 105 of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- (5) State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- (6) Be signed by the applicant or the applicant's authorized agent.

104.3 Validity of permit. The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The issuance of a permit based on submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

104.4 Expiration. A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

104.5 Suspension or revocation. The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations wherever the permit is issued in error or on the

basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

SECTION 105 SITE PLANS AND CONSTRUCTION DOCUMENTS

105.1 Information for development in flood hazard areas. The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

- (1) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.
- (2) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 105.2.
- (3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 105.2(3) of these regulations.
- (4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.
- (5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.
- (7) Extent of any proposed alteration of sand dunes.
- (8) Existing and proposed alignment of any proposed alteration of a watercourse.
- (9) Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

105.2 Information in flood hazard areas without base flood elevations (approximate Zone A). Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- (1) Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other

source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.

- (3) Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

105.3 Analyses and certifications by a Licensed Professional Engineer. As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- (1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 105.4 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (2) For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 105.4 of these regulations. The applicant shall notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.
- (4) For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.
- (5) For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

105.4 Submission of additional data. When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the

applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

SECTION 106 INSPECTIONS

106.1 General. Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

106.2 Inspections of development. The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

106.3 Buildings and structures. The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

- 1) **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 2) **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.
- 3) **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 801.2.
- 4) **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 801.2 shall be submitted to the Construction Official on an Elevation Certificate.

106.4 Manufactured homes. The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

SECTION 107 VARIANCES

107.1 General. The Planning Board of the Borough of Helmetta shall hear and decide requests for variances. The Planning Board of the Borough of Helmetta shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 107.5, the conditions of issuance set forth in Section 107.6, and the comments and recommendations of the Floodplain Administrator and, as applicable, the

Construction Official. The Planning Board of the Borough of Helmetta has the right to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

107.2 Historic structures. A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

107.3 Functionally dependent uses. A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

107.4 Restrictions in floodways. A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 105.3(1) of these regulations.

107.5 Considerations. In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- (2) The danger to life and property due to flooding or erosion damage.
- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- (4) The importance of the services provided by the proposed development to the community.
- (5) The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.
- (6) The compatibility of the proposed development with existing and anticipated development.
- (7) The relationship of the proposed development to the comprehensive plan and floodplain management program for that area.

- (8) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- (10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

107.6 Conditions for issuance. Variances shall only be issued upon:

- (1) Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any provision of these regulations or renders the elevation standards of the building code inappropriate.
- (2) A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- (4) A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (5) Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

SECTION 108 VIOLATIONS

108.1 Violations. Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

108.2 Authority. The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code, but is regulated by these regulations and that is determined to be a violation.

108.3 Unlawful continuance. Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

108.4 Review Period to Correct Violations. A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall

also be afforded an opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1,250.00 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

SECTION 201 DEFINITIONS

201.1 General. The following words and terms shall, for the purposes of these regulations, have the meanings shown herein. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

201.2 Definitions

30 DAY PERIOD – The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

100 YEAR FLOOD ELEVATION – Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

500 YEAR FLOOD ELEVATION – Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

A ZONES – Areas of 'Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1–A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

AH ZONES– Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

AO ZONES – Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

ACCESSORY STRUCTURE – Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

AGRICULTURAL STRUCTURE - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures

when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

AREA OF SHALLOW FLOODING – A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. **AREA OF SPECIAL FLOOD HAZARD** – see SPECIAL FLOOD HAZARD AREA

ALTERATION OF A WATERCOURSE – A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

ASCE 7 – The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

ASCE 24 – The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

BASE FLOOD ELEVATION (BFE) – The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the "100-year flood elevation".

BASEMENT – Any area of the building having its floor subgrade (below ground level) on all sides.

BEST AVAILABLE FLOOD HAZARD DATA - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA AREA- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BEST AVAILABLE FLOOD HAZARD DATA ELEVATION - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be

depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

BREAKAWAY WALLS – Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

BUILDING – Per the FHACA, "Building" means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

CONDITIONAL LETTER OF MAP REVISION - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CONDITIONAL LETTER OF MAP REVISION - FILL -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

CRITICAL BUILDING – Per the FHACA, "Critical Building" means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

DEVELOPMENT – Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent

storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

DRY FLOODPROOFING – A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

ELEVATED BUILDING – A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

ELEVATION CERTIFICATE – An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

ENCROACHMENT – The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

FEMA PUBLICATIONS – Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

FLOOD OR FLOODING

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
 - 1. The overflow of inland or tidal waters.
 - 2. The unusual and rapid accumulation or runoff of surface waters from any source.
 - 3. Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

FLOOD HAZARD AREA DESIGN FLOOD ELEVATION – Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA's base flood elevation. A

water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

FLOOD INSURANCE RATE MAP (FIRM) – The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

FLOOD INSURANCE STUDY (FIS) – The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

FLOODPLAIN OR FLOOD PRONE AREA – Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

FLOODPLAIN MANAGEMENT/REGULATIONS – Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

FLOODPROOFING – Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

FLOODPROOFING CERTIFICATE – Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure's lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

FLOODWAY – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

FREEBOARD – A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

FUNCTIONALLY DEPENDENT USE – A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

HABITABLE BUILDING– Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational

vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

HARDSHIP – As related to Section 107 of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The Borough Council of the Borough of Helmetta requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

HIGHEST ADJACENT GRADE – The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

HISTORIC STRUCTURE – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
 1. By an approved State program as determined by the Secretary of the Interior; or
 2. Directly by the Secretary of the Interior in States without approved programs.

LAWFULLY EXISTING – Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered "lawfully existing" for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

LETTER OF MAP AMENDMENT - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master

flood map and filed by panel number in an accessible location.

LETTER OF MAP CHANGE – The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on a Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision – Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

LETTER OF MAP REVISION - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

LETTER OF MAP REVISION – FILL -- A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

LICENSED DESIGN PROFESSIONAL – Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

LICENSED PROFESSIONAL ENGINEER - A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

LOCAL DESIGN FLOOD ELEVATION (LDFE) – The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

LOWEST ADJACENT GRADE – The lowest point of ground, patio, or sidewalk slab immediately next a structure, except in AO Zones where it is the natural grade elevation.

LOWEST FLOOR – In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest

horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

MANUFACTURED HOME – A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S. Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

MANUFACTURED HOME PARK OR SUBDIVISION – A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

MARKET VALUE – The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the tax assessor's office, or (3) established by a qualified independent appraiser.

NEW CONSTRUCTION – Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

NON-RESIDENTIAL – Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

ORDINARY MAINTENANCE AND MINOR WORK – This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

RECREATIONAL VEHICLE – A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

REPETITIVE LOSS – any flood-related damage sustained by a structure on two separate occasions during a 10 year period for which the cost of repairs at the time of each such flood event, on the average, equals or exceeds 25 percent of the market value of the structure before the damage occurred.

RESIDENTIAL – Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

SOLID WASTE DISPOSAL – "Solid Waste Disposal" shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

SPECIAL FLOOD HAZARD AREA – The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

START OF CONSTRUCTION – The **Start of Construction** is as follows:

- a. **For other than new construction or substantial improvements, under the Coastal Barrier Resources Act (CBRA)**, this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.
- b. For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change, the Start of Construction includes substantial

improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

STRUCTURE – A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

SUBSTANTIAL DAMAGE – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

SUBSTANTIAL IMPROVEMENT – Any reconstruction, rehabilitation, addition, or other improvement of a structure taking place, the cumulative cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. The period of accumulation includes the first improvement or repair of each structure that is permanent. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. This term also includes structures which have incurred "repetitive loss" or "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES – Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

VARIANCE – A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in

unnecessary hardship.

VIOLATION – A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

WATER SURFACE ELEVATION – the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

WATERCOURSE. A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

WET FLOODPROOFING – Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

SECTION 301 SUBDIVISIONS AND OTHER DEVELOPMENTS

301.1 General. Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage.
- (2) All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

301.2 Subdivision requirements. Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- (2) Residential building lots shall be provided with adequate buildable area outside the floodway.
- (3) The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

SECTION 401 SITE IMPROVEMENT

401.1 Encroachment in floodways. Development, land disturbing activity, and encroachments

in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 105.3(1) of these regulations, that the proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 105.3(1) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 801.2 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

401.1.1 Prohibited in floodways. The following are prohibited activities:

- (1) The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
- (2) Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

401.2 Sewer facilities. All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

401.3 Water facilities. All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

401.4 Storm drainage. Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

401.5 Streets and sidewalks. Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

401.6 Limitations on placement of fill. Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

401.7 Hazardous Materials. The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

SECTION 501 MANUFACTURED HOMES

501.1 General. All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards Program (24 CFR 3280).

501.2 Elevation. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of

the frame is elevated to or above the elevation specified in Section 801.2.

501.3 Foundations. All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.

501.4 Anchoring. All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

501.5 Enclosures. Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 801.2.

501.6 Protection of mechanical equipment and outside appliances. Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 801.2 of these regulations.

Exception. Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 801.2, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 601 RECREATIONAL VEHICLES

601.1 Placement prohibited. The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

601.2 Temporary placement. Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

601.3 Permanent placement. Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 801.2 for habitable buildings and Section 501.3.

SECTION 701 TANKS

701.1 Tanks. Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

SECTION 801 OTHER DEVELOPMENT AND BUILDING WORK

801.1 General requirements for other development and building work. All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

- (1) Be located and constructed to minimize flood damage;
- (2) Meet the limitations of Section 105.3(1) of this ordinance when located in a regulated floodway;
- (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 102.3;
- (4) Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;
- (5) Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 102.3 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
 - i. Specifically allowed below the Local Design Flood Elevation; and
 - ii. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
- (6) Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
- (7) Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

801.2 Requirements for Habitable Buildings and Structures.

- 1) Construction and Elevation in A Zones not including Coastal A Zones.
 - a. No portion of a building is located within a V Zone.
 - b. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
 - c. All new construction and substantial improvement of any habitable building (as defined in Section 201) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.

- d. All new construction and substantial improvements of non-residential structures shall:
 - i. Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 102.3, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or
 - ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
 - 1. Meets the requirements of ASCE 24 Chapters 2 and 7; and
 - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.
- e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:
 - iii. For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited;
 - iv. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 801.2.1(d)ii are met;
 - v. Be constructed to meet the requirements of ASCE 24 Chapter 2;
 - vi. Have openings documented on an Elevation Certificate; and
 - vii. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C.7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:
 - 1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
 - 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
 - 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;

801.3 Garages and accessory storage structures. Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

801.4 Fences. Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 105.3(1) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct

floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Section 107 of this ordinance.

801.5 Retaining walls, sidewalks, and driveways. Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 105.3(1) of these regulations and N.J.A.C. 7:13.

801.6 Swimming pools. Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 105.3(1) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

801.7 Roads and watercourse crossings.

- (1) For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.
- (2) Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low- water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 105.3(1) of these regulations.

SECTION 901 TEMPORARY STRUCTURES AND TEMPORARY STORAGE

901.1 Temporary structures. Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

901.2 Temporary storage. Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

901.3 Floodway encroachment. Temporary structures and temporary storage in floodways shall meet the requirements of Section 105.3(1) of these regulations.

SECTION 1001 UTILITY AND MISCELLANEOUS GROUP U

1001.1 Utility and Miscellaneous Group U. In accordance with Section 312 of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

1001.2 Flood loads. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation, collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 102.3.

1001.3 Elevation. Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 102.3 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

1001.4 Enclosures below base flood elevation. Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 801.2 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

1001.5 Flood-damage resistant materials. Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 102.3.

1001.6 Protection of mechanical, plumbing, and electrical systems. Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 102.3.

Exception: Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

SECTION 3. SEVERABILITY.

Where any section, subsection, sentence, clause, or phrase of these regulations is, for any reason, declared by the courts to be unconstitutional or invalid, such decision shall not affect the validity of the regulations as a whole, or any part thereof, other than the part so declared.

SECTION 4. EFFECTIVE DATE.

This ordinance shall take effect on June 18, 2024.

Mayor

Clerk

ORDINANCE NO. 2025-05

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY
ORDINANCE ESTABLISHING REGULATIONS REGARDING FIRE HYDRANTS IN
THE BOROUGH OF HELMETTA**

WHEREAS, the Borough of Helmetta recognizes the importance of ensuring that fire hydrants remain in proper working condition at all times to protect the health, safety, and welfare of its residents and visitors; and

WHEREAS, it is essential that the ownership, maintenance responsibilities, and protection of fire hydrants, regardless of whether located on public or private property, be clearly defined to avoid delays or impairments to emergency services; and

WHEREAS, the Mayor and Council seek to clarify that all fire hydrants within the Borough are Borough property and that private individuals, entities, and property owners may bear liability for damage caused to such hydrants due to their negligence or that of their agents or invitees;

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

§ 34-18. Fire Hydrants – Ownership, Maintenance, and Protection.

A. Ownership. All fire hydrants located within the Borough of Helmetta that are connected to the municipal or public water system shall be deemed under the ownership and/or control of the Borough. Any privately installed hydrant not part of the public water infrastructure shall remain under private ownership but shall be subject to regulation by the Borough for purposes of fire safety, maintenance access, and operational readiness.

B. Access and Use. No person shall obstruct, conceal, damage, tamper with, or otherwise interfere with the operation of any fire hydrant. Fire hydrants must remain readily visible, accessible, and unobstructed at all times. This section shall be enforced pursuant to the Borough's authority under N.J.S.A. 40:48-2. The Fire Official, Department of Public Works, and other duly authorized Borough personnel shall have unrestricted access to all fire hydrants for inspection, maintenance, or emergency use.

C. Maintenance. The Borough of Helmetta shall be responsible for conducting routine inspections, testing, and maintenance of all fire hydrants located on public property and connected to the municipal water system. In the case of fire hydrants located on private property, ownership and control shall remain with the Borough; however, the private property owner shall be responsible for ensuring that the area surrounding the hydrant is kept free and clear of any obstructions, including but not limited to fencing, vegetation, debris, or stored materials, so as to maintain immediate and safe access. Property owners shall also bear the responsibility to promptly report to the Borough any observed defect, damage, or malfunction relating to any hydrant located on or adjacent to their property.

ORDINANCE NO. 2025-05

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY
ORDINANCE ESTABLISHING REGULATIONS REGARDING FIRE HYDRANTS IN
THE BOROUGH OF HELMETTA**

D. Liability for Damage. Any individual, business, contractor, corporation, or other entity that causes damage to a fire hydrant through negligent, reckless, or intentional conduct shall be held liable for the full cost of repair or replacement, including labor, materials, and any ancillary damage to public infrastructure. In the case of damage caused by a vehicle or mechanical equipment, liability shall extend to both the operator and the registered owner of such equipment.

E. Fire Official's Authority. The Borough Fire Official or their designee shall have full authority to enforce the provisions of this section, including the issuance of notices of violation, citations, and orders to correct deficiencies. The Fire Official may also take any action authorized by law to ensure compliance and safeguard public safety.

F. Violations and Penalties. Any person, firm, corporation, or entity that violates any provision of this section shall, upon conviction in municipal court, be subject to a fine of not less than \$100 and not more than \$1,000 per day for each day the violation continues, or imprisonment for a term not to exceed ninety (90) days, or community service for a period not to exceed ninety (90) days, or any combination thereof, in the discretion of the Municipal Court Judge. In addition to these penalties, the Borough shall have the right to recover from the responsible party the full cost of any necessary repairs, remediation, or replacement of damaged fire hydrants, including labor, materials, and related public property damage.

SECTION II. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

SECTION III. This Ordinance shall take effect twenty (20) days after final passage and publication in accordance with law.

Introduced: May 21, 2025

Adopted: June 18, 2025

Clerk

Mayor

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX**

CAPITAL ORDINANCE NO. 2025-06

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

WHEREAS, the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") finally adopted Capital Ordinance No. 2024-04 on June 19, 2024 (the "Prior Ordinance"), providing for various road improvements within the Borough; and

WHEREAS, the Borough has determined that the costs associated with said improvements are higher than anticipated and has determined to supplement the appropriation therefor; and

WHEREAS, the Borough expects to receive \$275,900 in grant proceeds from the New Jersey Department of Transportation (NJDOT) for said improvements, and has an additional \$45,000 available in its General Capital Improvement Fund in addition to the \$39,100 authorized by the Prior Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the BOROUGH COUNCIL of the BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, STATE OF NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring), AS FOLLOWS:

Section 1. The improvements authorized by the Prior Ordinance to be undertaken by the Borough consist of improvements to various roads within the Borough, including, but not limited to, Sutton Place, York Drive and Madison Drive, 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 2. For the improvements authorized by the Prior Ordinance and stated in Section 1 of this ordinance, there is hereby appropriated the total sum of \$360,000, said sum being inclusive of \$39,100 from the Borough's General Capital Improvement Fund and appropriated by the Prior Ordinance, \$275,900 in grant proceeds expected to be received from the NJDOT and appropriated by the Prior Ordinance, and the additional \$45,000 available in the Borough's General Capital Improvement Fund.

Section 3. The 2025 capital budget of the Borough will conform with 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 \$85,000 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 1 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. All other provisions of the Prior Ordinance remained unchanged.

Section 8. This ordinance shall take effect as provided by law.

CERTIFICATE AS TO CAPITAL ORDINANCE

I, MELISSA HALLERMAN, Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, New Jersey, HEREBY CERTIFY that annexed hereto is a true and complete copy of Capital Ordinance No. 2025-06 which was introduced at a duly convened meeting of the Borough Council on May 21, 2025, and finally adopted at a duly convened meeting of the Borough Council on June 18, 2025.

IN WITNESS WHEREOF, I hereby set my hand and the seal of the Borough this 18th day of June, 2025.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Municipal Clerk

(SEAL)

AFFIDAVIT OF PUBLICATION

Order Number : 11342827

STATE OF WISCONSIN
Brown County

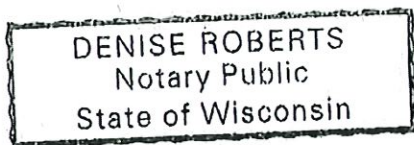
Of the Home News Tribune, a newspaper printed in Freehold, New Jersey and published in East Brunswick, in State of New Jersey and Middlesex County, and of general circulation in Middlesex and Union Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in said newspaper in the issue:

05/27/2025

Nicole Jacobs
Legal Clerk

Denise Roberts
Notary Public State of Wisconsin County of Brown

4-6-27
My commission expires



**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2025-06**

NOTICE OF PENDING CAPITAL ORDINANCE

The capital ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough"), held on May 21, 2025. It will be further considered for final passage after public hearing thereon, at a meeting of said governing body to be held at Borough Hall, located at 51 Main Street, Helmetta, New Jersey, on June 18, 2025, at 7:30 p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

A copy of this ordinance has been posted on the bulletin board upon which public notices are customarily posted in the Borough Hall of the Borough during the week prior to and up to and including the date of such meeting; copies of the ordinance are available to the general public of the Borough who shall request such copies, at the office of the Municipal Clerk in said Borough of Helmetta, in the County of Middlesex, New Jersey. The summary of the terms of such Capital ordinance follows:

Title: CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): Providing for improvements to various roads within the Borough, including, but not limited to, Sutton Place, York Drive and Madison Drive.

Appropriation: \$360,000

Section 20 Costs: \$85,000

Grants Appropriated: \$275,900 NJDOT

(\$50.31)

MELISSA HALLERMAN, Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2025-06**

NOTICE OF PENDING CAPITAL ORDINANCE

The capital ordinance, the summary terms of which are included herein, was introduced and passed upon first reading at a meeting of the governing body of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough"), held on May 21st, 2025. It will be further considered for final passage after public hearing thereon, at a meeting of said governing body to be held at Borough Hall, located at 51 Main Street, Helmetta, New Jersey, on June 18th, 2025, at : p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

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Grants Appropriated: \$275,900 NJDOT

MELISSA HALLERMAN, Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

**CERTIFICATE OF MUNICIPAL CLERK
EXTRACT OF MINUTES
SHOWING INTRODUCTION OF ORDINANCE**

I, MELISSA HALLERMAN, Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on May 21st, 2025, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relate to Capital Ordinance No. 2025-06 and the subject matters referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 21st day of May, 2025.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN,
Municipal Clerk

(SEAL)



MEETING OF MAYOR AND COUNCIL
MAY 21, 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 two past Borough employees, RJ Oross and Sal Masucci, both passes away this week and our thoughts and prayers are with their families and loved ones.

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Karczewski – absent

Councilwoman Bohinski

Councilman Duffy

Councilman Dzingleski

Councilman Reid - absent

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.

No one from the public spoke.

* ACCEPTANCE OF MINUTES – April 16, 2025

MOTION – Councilwoman Bohinski

SECONDED – Councilman Stasi

ROLL CALL: 4-0

*PUBLIC HEARING ON INTRODUCED 2025 MUNICIPAL BUDGET

MOTION – Councilman Dzingleski

SECONDED – Councilwoman Bohinski

ROLL CALL: 4-0

No public comment.

MOTION – Councilman Dzingleski

SECONDED – Councilman Stasi

ROLL CALL: 4-0

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector for April 2025

RESOLUTIONS:

2025 – 90: Resolution to Read Budget by Title Only

91: Resolution to Adopt Budget

92: Self-Review of Budget

93: Resolution for the Middlesex County Recycling Grant Program

94: Authorizing of Request for Approval of Items of Revenue and Appropriation – Recycling Enhancement Grant

95: Community Center Roof Replacement Agreement

96: Restoration of Energy Taxes to Municipalities

97: Shared Service Agreement with the Borough of Spotswood

98: Bill List

99: Authorization to Dispose of Miscellaneous and Surplus Items

100: Resignation of Fire Marshal/Code Enforcer Tom Droppa

101: Cancellation NJDOT Grant and Transferring Excess Funds

102: Authorization to Sign Agreement for Borough Hall Parking Lot

103: Authorization to Hire Michael Tumolo as Fire Marshal/Code Enforcer

104: Waive of Type 1 Permit Fees

MOTION -Councilwoman Bohinski

SECONDED – Councilman Duffy

ROLL CALL: 4-0

* REPORTS of Committees, Business Administrator

Councilman Dzingleski reported on the upcoming Fishing Derby and Ice Cream, You Scream events coming up in June.

Councilman Duffy gave his condolences to the Masucci family. Sal was also a devoted member of the Knights of Columbus and he will be sorely missed.

Councilwoman Bohinski stated that two dogs were running loose and a resident stated that she will call the Mayor.

Councilman Stasi commended the Jamesburg Police Department for their professionalism in handling a recent situation near his home.

Mayor Slavicek reported on the Memorial Day Services from the Fire Department. Thanked everyone that attended Touch A Truck and the past Yard Sale was very successful and residents are already asking for a Spring one. He read correspondences from the Wright family thanking the Borough for their condolences on the passing of their mom, and a resident thanking and acknowledging Melissa Hallerman for her services. It is Municipal Clerk appreciation week, Law Enforcement appreciation week, EMS appreciation week, and DPW appreciation week. The Mayor thanked all respectively groups for their hard work and dedication to the Borough.

Business Administrator Matthew Crane stated that bids for the parking lot paving and Community Center roof will be for June 10th with a goal to award the contracts at the next Council meeting. The NJDOT project will also be awarded at the June meeting. The online auction was successful with the Durango being sold and 27 cages.

Borough Engineer Kevin Meade echoed Matt's statements on the bid openings and awarding at the next meeting.

Municipal Clerk Melissa Hallerman will connect with Council after the meeting to get availability for Spark in the Park, and she has been attending the County Board of Elections meeting getting ready for the upcoming Primary Election.

***ORDINANCE 2025-03 (Second Reading/Adoption)**

A CAPITAL ORDINANCE OF THE BOROUGH OF HELMETTA AUTHORIZING THE PAYMENT TO B&W CONSTRUCTION FOR A WATER LEAK REPAIR AND RESTORATION WORK AT 100 MAIN STREET BY BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY, APPROPRIATING \$20,504.65 FROM BOROUGH OF HELMETTA'S WATER UTILITY CAPITAL RESERVE FOR CAPITAL OUTLAY AND WATER UTILITY 2025 BUDGETED CAPITAL OUTLAY TO COVER THE COST THEREOF.

PUBLIC HEARING

MOTION – Councilman Dzingleski

SECONDED – Councilwoman Bohinski

ROLL CALL: 4-0

No public comment.

MOTION TO CLOSE – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Stasi

MOTION TO ADOPT – Councilman Dzingleski
ROLL CALL: 4-0

SECONDED – Councilman Duffy

*ORDINANCE 2025-04 (First Reading/Introduction)

AN ORDINANCE BY THE Borough Council of the Borough of Helmetta; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMINISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

MOTION – Councilman Dzingleski SECONDED – Councilman Stasi
ROLL CALL: 4-0

*ORDINANCE 2025-05 (First Reading/Introduction)

AN ORDINANCE ESTABLISHING REGULATIONS REGARDING FIRE HYDRANTS IN THE BOROUGH OF HELMETTA

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski
ROLL CALL: 4-0

*ORDINANCE 2025-06 (First Reading/Introduction)

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

MOTION – Councilman Dzingleski SECONDED – Councilman Stasi
ROLL CALL: 4-0

* CLOSED SESSION – Resolution 2025-105 pertaining to potential litigation.

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski

ROLL CALL: 4-0

* OPEN SESSION

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski
ROLL CALL: 4-0

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilwoman Bohinski at 7:32pm. All were in favor.

A handwritten signature in blue ink, appearing to read 'M Hall', is written above the printed name.

Melissa Hallerman, RMC
Municipal Clerk

**CERTIFICATE OF MUNICIPAL CLERK
EXTRACT OF MINUTES
SHOWING PUBLIC HEARING
AND FINAL ADOPTION OF ORDINANCE**

I, MELISSA HALLERMAN, Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey, HEREBY CERTIFY that the annexed extract from the minutes of a meeting of the governing body of said Borough, duly called and held on June 18, 2025, has been compared by me with the original minutes as officially recorded in my office in the Minute Book of said governing body and is a true, complete and correct copy thereof and of the whole of said original minutes so far as the same relates to Capital Ordinance No. 2025-06 and the subject matter referred to in said extract.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 18th day of June, 2025.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN, Municipal Clerk





MEETING OF MAYOR AND COUNCIL
JUNE 18, 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.

Charlie Pistor, 22 Appleby Drive, stated that he is the Regency Walk representative and he wanted to make the Council aware of the asphalt on the railroad tracks by High Street as well as 3 High Street. He stated that it has gotten progressively worse. Mayor Slavicek stated that we will speak to the DPW and have them reach out to Conrail. He also inquired about an item on the agenda for a vacant/abandoned property registration official and asked if that includes an abandoned vehicle near the Regency. Borough Attorney Graise stated that it is not for abandoned vehicles, but for physical structures of residency. Council President Karczewski will reach out to the Police Department.

George Pavlushkin, current owner of 1311 Stoneridge Circle, stated that the property he purchased in February of 2025 was on the vacant/abandoned property list however it does not meet the statutory requirements to be abandoned because a niece of the estate was living there. The bank had put it on the list and he had to pay a \$5,000.00 fee for it. He purchased it from the estate. He is requesting to be reimbursed because it should not have been on the list. Borough Attorney Graise stated that they did not give the Borough any notification to meet the requirements to be removed from the list, the property has been on it for years, and the registration list of vacancy/abandonment is in January 2025. The property at that time met the requirements according to the ordinance, which is the law of the Borough. Mr. Pavlushkin stated he did not know they had to pay the fee. Mayor Slavicek stated that perhaps they could reach out to the bank who had been paying the fee in the past and get reimbursement from them.

Charlie Pistor, 22 Appleby Drive, inquired about plastic 1 and 2 with the new recycling system. He left a message for Paul Reed but has not heard back. Mayor Slavicek asked the administrator to have Mr. Reed contact Mr. Pistor.

* ACCEPTANCE OF MINUTES – May 21, 2025
MOTION – Councilman Dzingleski SECONDED – Councilman Duffy
ABSTAIN – Councilman Reid
ROLL CALL: 5-0-1

* CONSENT AGENDA
Report of Municipal Clerk and Tax Collector for May 2025
RESOLUTIONS:

- 2025 – 106: EMS Shared Service Agreement with the Borough of Spotswood
- 107: Resolution Authorizing the Award of a Contract to Z Brothers for the 2024 NJ DOT Road Improvement Project for York Drive, Madison Drive, and Sutton Place
- 108: Approval of Abandoned/Vacant Property Official – Michael Tumolo
- 109: Resolution Authorizing the Award of a Contract to Axxis Construction Group, LLC

for Community Center Roof Replacement

110: Resolution Authorizing the Award of a Contract to Reivax for the Borough Hall
Parking Lot Paving

111: Authorization to Sell Miscellaneous Items on Municibid

112: Hiring of Seasonal Public Works Employee

113: Retroactive Salaries

114: Bill List

115: Resolution Requesting Approval of Items of Revenue and Appropriation (N.J.S.A.
40A:4-87) for Clean Communities Grant

Councilman Dzingleski asked for Resolution 2025-109 to be pulled from the Consent Agenda.

Resolutions 2025-106 through 2025-108 and Resolutions 2025-110 through 2025-115

MOTION -Councilman Stasi SECONDED – Councilman Karczewski

ROLL CALL: 6-0

Resolution 2025-109

MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski

ROLL CALL: 6-0

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

Councilman Dzingleski thanked everyone for attending the Fishing Derby, it was a great event. He reported on the upcoming Spark in the Park on July 3rd with a rain date of July 6th beginning at 6:00pm. We also have our Super 50/50 that are available to purchase now and at Spark in the Park.

Mayor Slavicek reported on the upcoming Ice Cream, You Scream event on June 18th at the Maple Street Pavilion to celebrate the end of the school year.

Councilman Reid had nothing to report.

Council President Karczewski has met with the police and gone through their reports.

Councilman Duffy had nothing to report.

Councilwoman Bohinski congratulated all the graduates of the Class of 2025. July 15th will be the first meeting for the new superintendent. She inquired about hosting an EMS/First Aid class in the Borough, if there was an interest in it. She also inquired about a pickleball court. Mayor Slavicek stated that we can look into it with a possible recreation grant next year.

Councilman Stasi wanted to send his congratulations to all the Seniors.

Mayor Slavicek reported on Borough Hall closure in observance on Juneteenth on Friday, June 20th and the new recycling cans that are being delivered to residents' homes. They will begin to use them on August 4th. We have more information on our website. He will be attending the

High School graduation ceremony tomorrow night and this year's Mayor Slavicek award went to Ryan Legakis, aka Snuffy.

Business Administrator Matthew Crane had nothing to report.

Municipal Clerk Melissa Hallerman thanked all the poll workers for their hard work and dedication for the Primary Election. The County is hosting a Senior Citizen art show this summer, more information can be found on our website.

***ORDINANCE 2025-04 (Second Reading/Adoption)**

AN ORDINANCE BY THE Borough Council of the Borough of Helmetta; TO ADOPT FLOOD HAZARD MAPS; TO DESIGNATE A FLOODPLAIN ADMNISTRATOR; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

PUBLIC HEARING

MOTION – Councilman Dzingleski
ROLL CALL: 6-0

SECONDED – Councilman Reid

No public comment.

MOTION TO CLOSE – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilman Reid

MOTION TO ADOPT – Councilman Dzingleski
ROLL CALL: 6-0

SECONDED – Councilman Reid

***ORDINANCE 2025-05 (Second Reading/Adoption)**

AN ORDINANCE ESTABLISHING REGULATIONS REGARDING FIRE HYDRANTS IN THE BOROUGH OF HELMETTA

PUBLIC HEARING

MOTION – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilwoman Bohinski

No public comment.

MOTION TO CLOSE – Councilman Duffy
ROLL CALL: 6-0

SECONDED – Councilwoman Bohinski

MOTION TO ADOPT – Councilman Dzingleski
Karczewski
ROLL CALL: 6-0

*ORDINANCE 2025-06 (Second Reading/Adoption)

CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

PUBLIC HEARING

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

No public comment.

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

MOTION TO ADOPT – Councilman Karczewski SECONDED – Councilman Duffy
ROLL CALL: 6-0

* ORDINANCE 2025-07 (First Reading/Introduction)

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

MOTION – Councilman Dzingelski SECONDED – Councilman Stasi
ROLL CALL: 6-0

* CLOSED SESSION – Resolution 2025-116 pertaining to potential litigation.

MOTION – Councilman Dzingelski SECONDED – Councilman Karczewski
ROLL CALL: 6-0

* OPEN SESSION

MOTION – Councilman Stasi SECONDED – Councilman Dzingelski
ROLL CALL: 6-0

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Karczewski and SECONDED by Councilman Stasi at 8:19pm. All were in favor.

A handwritten signature in blue ink, appearing to read 'M Hall', is positioned above the printed name.

Melissa Hallerman, RMC
Municipal Clerk

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
CAPITAL ORDINANCE NO. 2025-06**

CAPITAL ORDINANCE STATEMENT AND SUMMARY

The capital ordinance, the summary terms of which are included herein, has been finally adopted by the governing body of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), by the recorded affirmative votes of at least two-thirds (2/3rds) of the full membership of the governing body on June 18, 2025, and the twenty (20) day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Municipal Clerk's office for members of the general public who request the same. The summary of the terms of such Capital ordinance follows:

Title: CAPITAL ORDINANCE AMENDING IN PART CAPITAL ORDINANCE NO. 2024-04 ADOPTED ON JUNE 19, 2024 AND PROVIDING FOR VARIOUS ROAD IMPROVEMENTS, IN ORDER TO APPROPRIATE AN ADDITIONAL \$45,000 THEREFOR, FOR A TOTAL APPROPRIATION OF \$360,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY

Purpose(s): Providing for improvements to various roads within the Borough, including, but not limited to, Sutton Place, York Drive and Madison Drive.

Appropriation: \$360,000

Section 20 Costs: \$85,000

Grants Appropriated: \$275,900 NJDOT

MELISSA HALLERMAN, Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

**MUNICIPAL CLERK'S CERTIFICATE
CONCERNING PUBLICATION AND NO-PROTEST**

I, MELISSA HALLERMAN, Municipal Clerk of the Borough of Helmetta, in the County of Middlesex, State of New Jersey (the "Borough"), HEREBY CERTIFY that:

1. I am and was at all times referred to herein, the duly appointed Municipal Clerk of the Borough. In this capacity, I have the responsibility to maintain the Minutes of the meetings of the governing body of the Borough and the records relative to all ordinances and resolutions of the Borough. The representations made herein are based upon the records of the Borough.

2. Attached hereto is a true and complete copy of Capital Ordinance No. 2025-06 which was passed by the governing body of the Borough on first reading on May 21, 2025 and finally adopted by said governing body on June 18, 2025 and the Mayor approved on June 18, 2025.

3. On May 21, 2025, I caused to be posted, in the principal municipal building of the Borough at the place where public notices are customarily posted, a copy of said Ordinance and a notice that copies of the Ordinance would be made available to the members of the general public of the Borough who requested copies, up to and including the time of further consideration of the Ordinance by the governing body. Copies of the Ordinance were made available to all who requested same.

4. After introduction, the Ordinance was duly published on May 21, 2025 and after final passage, the Ordinance was duly published on June 18, 2025. No protest signed by any person against making the improvement or incurring the indebtedness authorized therein, nor any petition requesting that a referendum vote be taken on the action proposed in the Ordinance has been presented to the governing body or to me or filed in my office within twenty (20) days after said publication following final adoption or at any other time after the final passage thereof.

5. A certified copy of the Ordinance and a copy of the amended capital budget form, if required, have been filed with the Director of the Division of Local Government Services.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the corporate seal of said Borough, this 24th day of June, 2025.

BOROUGH OF HELMETTA, IN THE
COUNTY OF MIDDLESEX, NEW JERSEY



MELISSA HALLERMAN, Municipal Clerk

(SEAL)

(Note: This Certificate must be executed no earlier than 11 days following the first publication after adoption of the Ordinance.)

AFFIDAVIT OF PUBLICATION

Order Number : 11424602

STATE OF WISCONSIN
Brown County

Of the **Home News Tribune**, a newspaper printed in Freehold, New Jersey and published in East Brunswick, in State of New Jersey and Middlesex County, and of general circulation in Middlesex and Union Counties, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in said newspaper in the issue:

06/25/2025



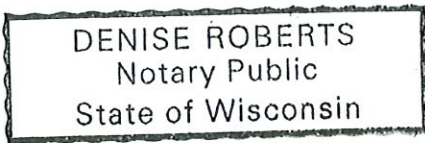
Legal Clerk



Notary Public State of Wisconsin County of Brown



My commission expires



BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
Capital Ordinance No. 2025-06

CAPITAL ORDINANCE STATEMENT
AND SUMMARY

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MELISSA HALLERMAN, Municipal
Clerk
Borough of Helmetta
County of Middlesex, New Jersey
(\$26.91)