

**MEETING OF MAYOR AND COUNCIL  
WEDNESDAY – MARCH 27, 2013 - 7:00 P.M.**

**MEETING CALLED TO ORDER \* STATEMENT REGARDING OPEN PUBLIC MEETING LAW \* SALUTE TO THE FLAG**

The meeting was called to order at 7:11 p.m. by Mayor Martin. Adequate notice of this meeting was provided as is required by the Open Public Meetings Law with advertising in the Home News Tribune and posting on the bulletin board. All present Pledged Allegiance to the Flag.

**CALLING OF THE ROLL: (all were present)**

ASCIOLLA  
JANECZEK  
KARCZEWSKI  
PEREZ  
SLAVICEK  
VIDAL`

**PUBLIC PORTION**

No one from the public wished to speak.

**INTRODUCTION OF BUDGET**

**MOTION – Clmn. Asciolla                      SECOND – Clwmn. Vidal**  
**ROLL CALL: 6 - 0**

**CONSENT AGENDA – RESOLUTION # 91**

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

**RESOLUTION**

# 78 – Cancellation of Grant

# 79 – Urging the Governor and the Legislature to retain funding in the State Recycling Fund in the FY 2014 State Budget

#80 – Re-appropriation of Middlesex County Community Development Block Grant Funds

~~#81 – Increase in salary of Anne Marie Mausser~~

#82 – Resolution increasing the bid threshold pursuant to N.J.S.A. 40A:-11-3A and N.J.A.C. 5-34-5 et seq.

#83 – A Resolution of the Borough of Helmetta amending Resolution 2012-179 in order to clarify the terms of the appointment of Gregory Bennett as Police Director

#84 - Resolution of the Borough of Helmetta authorizing the purchase of energy generation services for public use on an online website auction

#85 – Appointment of Supervisor to Pensions Certifying Officer and Pensions Certifying officer

~~#86 - Resolution of the Borough of Helmetta authorizing the purchase of energy generation services for public use on an online website auction~~ Void duplicate of #84

#87 – Appointment of Darren Doran as representative to Middlesex County Joint Insurance Fund

#88 - Payment of Bills

#89 – Resolution Opposing S/2364/A3553 – Early Voting

#90 – Reimbursement for Roller Skating Bus Trip  
MOTION – Clmn. Asciolla SECOND – Clmn. Karczewski  
ROLL CALL: 6 - 0

#81 – Increase in salary of Anne Marie Mausser  
MOTION – Clmn. Perez SECOND – Clmn. Asciolla  
ROLL CALL: 4 - 2

**MINUTES** ( the voting on the minutes was tabled until the next meeting)  
Approval of minutes of January 14  
January 27  
February 27

A very lengthy discussion was held on the I & I flows and how it can be corrected.

#84 - Resolution of the Borough of Helmetta authorizing the purchase of energy generation services for public use on an online website auction  
MOTION – Clmn. Asciolla SECOND – Clmn. Karczewski  
ROLL CALL: 6 - 0

## **READING OF ORDINANCES**

### **Second Reading**

**1 - AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14) IN THE BOROUGH OF HELMETTA, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

A MOTION was made by Clmn. Asciolla and SECONDED by Clmn. Janeczek to open the meeting to the Public. All were in favor. There being no one from the Public who wished to speak, the meeting was closed to the Public.

MOTION TO ADOPT – Clmn. Asciolla SECOND – Clmn. Janeczek  
ROLL CALL: 6 – 0

### **First Reading**

**2 - AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO RESIDENCE PARK AND APPROPRIATING THE SUM OF \$21,360 THEREFORE, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF MIDDLESEX, NEW JERSEY**

MOTION – Clmn. Asciolla SECOND – Clmn. Janeczek  
ROLL CALL: 6 – 0

**3 - ORDINANCE AMENDING CHAPTER 12 OF THE CODE OF THE BOROUGH OF HELMETTA TO PROHIBIT SMOKING ON ALL PUBLIC LAND WITHIN THE BOROUGH**

MOTION – Clmn. Karczewski SECOND – Clmn. Asciolla  
ROLL CALL: 6 – 0

## NEW BUSINESS

**Personnel Manual** – the book will be adopted at the next meeting.

**Code Book** – the book is typed on the former BA's computer. The chapters will be given to each Department to review and we will then make the changes. It will be a lot cheaper to do it this way.

**Orange House on Main Street** – there are tractor trailers pulling into the yard and causing traffic disruption on Main Street.

**Sewer capacity** – new development

**Heather Glen rentals** – Some residents were saying it was hard to get a FHA loan due to all the rentals. We have found out that this is not the reason but the fact that so many are delinquent in paying their Association fees as the cause of having difficulty in obtaining the loan.

**Discussion was held on the trees on Old Forge Road.** It was thought that Leland Cypress might be a good choice. The trees grow to 4-5 feet, the cost would be approximately \$20.00 a tree and 86 trees would be needed. Some money was held back from the contractor so there should be money to pay for the trees.

**Ornamental grass** was also suggested. It grows tall. Darren will do research as what is best to be planted.

## ADJOURNMENT

There being no further business, a MOTION was made by Clmn. Asciolla and SECONDED by Clmn. Slavicek to adjourn the meeting at 8:10 p.m. All were in favor.

## REPORT OF MUNICIPAL CLERK

FEBRUARY, 2013

		Copies	Marr Lic	Plng bd	Towing	Licenses	Lndlr Reg
Ramlakhan	\$100.00	\$100.00					\$100.00
33 John St		\$100.00					\$100.00
Carver		\$100.00					\$100.00
AGGO		\$700.00					\$700.00
Stollen		\$100.00					\$100.00
Reid		\$100.00					\$100.00
Kaplan		\$10.00		<u>\$10.00</u>			
Dattolo		\$100.00					\$100.00
Goldstein		\$100.00					\$100.00
Schrager		\$100.00					\$100.00
McEntegart	\$100.00						\$100.00
Danitski		\$200.00					<u>\$200.00</u>
Fire Dept		\$10.00				<u>\$10.00</u>	
Augusta		\$10.00					
<b>TOTAL</b>		\$1,830.00		\$10.00		\$10.00	\$1,800.00

Dog and Cat License \$596.00

Sandra Bohinski, RMC  
Municipal Clerk

# **Borough of Helmetta**

*Denise Jawidzik*

Denise Jawidzik

Tax Collector

## **REPORT OF THE TAX COLLECTOR**

Month of: February, 2013

Dated: March 11, 2013

Taxes - 2013 \$ 905,459.58  
Taxes - 2012 \$ 20,961.52  
Taxes - 2011

### **ADJUSTMENTS**

Interest \$ 1,500.15  
Costs  
Tax search  
Return Check fee  
Search Printouts  
Duplicate Bill Fee \$ 30.00  
Misc.

### **Closing Balances**

			Debit	Credit	Net
TOTAL	\$ 927,951.25	2013	\$ 1,340,059.07	\$ (828.72)	\$1,339,230.35
		2012	\$ 62,422.52	\$ (1,053.36)	\$ 61,369.16

### **Tax Collectors Trust**

Prior Balance \$ 19,600.00  
Receipts \$ 6,483.36  
  
Disbursements \$ 8,783.36  
  
Balance \$ 17,300.00  
Premium Balance \$ 17,300.00

### **Disbursements**

Check #138 \$ 1,866.92  
Check #139 \$ 600.00  
Check #140 \$ 719.34  
Check #141 \$ 400.00  
Check #142 \$ 2,441.79  
Check #143 \$ 900.00  
Check #144 \$ 1,455.31  
Check #145 \$ 400.00  
\$ 8,783.36

### **Water/Sewer Receipts Report**

February 2013

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2011 Principal	\$ -	\$ -	\$ -
2012 Principal	1,805.97	1,792.73	3,598.70
2013 Principal	<u>34,782.81</u>	<u>36,939.33</u>	<u>71,722.14</u>

Subtotal	36,588.78	38,732.06	75,320.84
Interest	<u>72.96</u>	<u>70.42</u>	<u>143.38</u>
Subtotal	36,661.74	38,802.48	75,464.22
Final Water Reads	-		-
Returned Checks	235.36	114.00	349.36
Payment Reversal	-	-	-
NSF Bank Fees	-	-	-
Misc.	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-		-
Transfer out to Tax	-	-	-
	<u>-</u>	<u>-</u>	<u>-</u>
Total Deposits	<u>\$36,897.10</u>	<u>\$ 38,916.48</u>	<u>\$ 75,813.58</u>

Carol Feig  
Utility Revenue Collector

## **RESOLUTION**

**#2013 – 78**

### **CANCELLATION OF GRANT**

**WHEREAS**, the Borough of Helmetta was approved for a Green Communities Grant in 2008; and

**WHEREAS**, that grant is shown in the General Ledger as unexpended; and

**WHEREAS**, the grant funds have since expired,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Helmetta that the following grant receivable and reserve be cancelled:

Green Communities 2008 - \$3,000.00

MOTION – Cmn. Ascioffa SECOND – Cmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**# 2013 - 79**

### **Urging the Governor and the Legislature to Retain Funding in the State Recycling Fund in the FY 2014 State Budget**

**WHEREAS**, beginning on April 1, 2008, the State Recycling Fund was established, consisting of a \$3.00 per ton tax levied upon the owner or operator of every solid waste facility as well as on solid waste collectors that transport solid waste for out-of-state disposal, which amounts have been used to fund direct recycling grants to counties and municipalities; aid to counties for preparing, revising, and implementing

solid waste management plans; State recycling program planning and program funding; aid to counties for public information and education programs concerning recycling programs; and for State grants to institutions of higher education to conduct research in recycling; and

**WHEREAS**, State law specifies that no less than 60% of the proceeds of these funds must be returned as tonnage grants to municipalities and counties; and

**WHEREAS**, the Borough of Helmetta relies upon this money to partially fund its recycling leaf collection program, and other recycling related expenses; and

**WHEREAS**, in his proposed FY 2014 budget, the Governor has proposed a diversion of \$21.6 million from the State Recycling Fund to the General Fund; and

**WHEREAS**, loss of these funds would seriously impact the ability of the Borough to continue its recycling programs, thereby jeopardizing the efforts of Helmetta to maximize recycling among its residents; and

**WHEREAS**, the Borough Council believes that it is in the best interests of the residents of South Brunswick for this diversion of funds to be restored to the State Recycling Fund so that these valuable recycling efforts can continue;

**NOW THEREFORE BE IT RESOLVED** on this 27th day of March, 2013, by the Borough Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that:

1. The Borough Council hereby urges the Governor and the New Jersey State Legislature to restore to the State Recycling Fund the \$21.6 million proposed to be diverted from the State Recycling Fund to the FY 2014 General Fund so that these valuable recycling efforts can continue.
2. A certified copy of this resolution be served upon Governor Chris Christie, Senator Barbara Buono, Assemblyman Peter J. Barnes, III, Assemblyman Patrick J. Diegnan, Jr, and the New Jersey State League of Municipalities.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**#2013 - 80**

### **REAPPROPRIATION OF MIDDLESEX COUNTY COMMUNITY DEVELOPMENT AND BLOCK GRANT FUNDS**

**WHEREAS**, the Borough of Helmetta was approved for a 2009 Community Development Block Grant in the amount of \$8,239 for the purpose Housing Rehabilitation, which was later re-appropriated to ADA Improvements **at the Animal Shelter; and**

**WHEREAS**, that project is now complete and the Community Development Block Grant funds were not necessary; and

**WHEREAS**, the Borough of Helmetta has been approved for the 2012 Community Development Block Grant for Residence Park; and

**WHEREAS**, Middlesex County Housing and Community Development will allow us to re-appropriate the 2009 fund to the 2012 project;

**NOW, THEREFORE BE IT REASOLVED** that the Borough of Helmetta formally requests that Middlesex County Housing and Community Development re-appropriate the 2009 Community Development Block Grant funds in the amount of \$8,239 to the 2012 Residence Park Project

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 –

**RESOLUTION**  
**#2013 – 81**

**INCREASE IN SALARY OF ANNE MARIE MAUSSER**

**WHEREAS**, Anne Marie Mausser was appointed as Finance Clerk for the Borough of Helmetta; and

**WHEREAS**, upon her appointment her resolution so stated that she be paid \$12.50 per hour until such time as she becomes trained in pay roll she will then be entitled to an increase upon recommendation by the Borough CFO; and

**WHEREAS**, the Borough CFO has made such recommendation (letter attached);

**NOW THEREFORE BE IT RESOLVED**, that the rate of pay for Anne Marie Mausser be increased to \$13.50 per hour.

MOTION – Clmn. Perez    SECOND – Clmn. Asciolla ROLL CALL: 4-2

Ayes: Asciolla, Janeczek, Slavicek, Vidal    Nays: Karczewski, Perez

Borough of Helmetta  
51 Main Street  
Helmetta, NJ 08828  
Office of the  
Chief Financial Officer

March 14, 2013

To: Mayor and Council

Re: Annmarie Mausser Evaluation

Annmarie has proven herself to be a dedicated and knowledgeable employee. She has learned her job extremely well in the past month and a half. She is very intelligent and is willing to learn and perform all tasks assigned to her. She shows initiative by researching and responding to all issues that are presented to her, even when they don't pertain to finance.

She has already proven herself to be invaluable to the Finance Office. With the right incentive I foresee her as a longtime employee who will advance and remain in Helmetta for her career.

At this time I am requesting that her hourly rate be increased by \$1.00/hour and that in the near future she be moved to an annual salary. I believe that this increase is warranted and fair and will prove beneficial to the Borough of Helmetta.

Respectfully submitted,  
*Denise Jawidzik*  
Denise Jawidzik  
Chief Financial Officer

**RESOLUTION**  
**#2013 – 82**

**RESOLUTION INCREASING THE BID THRESHOLD PURSUANT TO  
N.J.S.A. 40A:11-3A AND N.J.A.C.5-34-5 ET SEQ.**

**WHEREAS**, Governor Christie has adjusted the bid threshold effective July 1, 2010 pursuant to N.J.S.A 40A:11-3[c] to \$36,000; and

**WHEREAS**, N.J.S.A 40A:113a, permits an increase in the bid threshold if a qualified Purchasing Agent is appointed and is granted the authorization to negotiate and award such contracts below the bid threshold; and

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

**WHEREAS**, Denise Jawidzik possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.S.A. 5:34-5 et seq.; and

**WHEREAS**, the Borough of Helmetta desires to take advantage of the increased bid threshold as an effective means of saving tax payer dollars on the costs involved in the bid process;

**NOW, THEREFORE, BE IT RESOLVED**, that the Governing Body of the Borough of Helmetta, in the County of Middlesex, in the State of New Jersey hereby increases its bid threshold to \$36,000 as per Local Finance Notice 2010-13 effective July 1, 2010.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

**RESOLUTION**  
**#2013 – 83**

**A RESOLUTION OF THE BOROUGH OF  
HELMETTA AMENDING RESOLUTION 2012-179  
IN ORDER TO CLARIFY THE TERMS OF THE  
APPOINTMENT OF GREGORY BENNETT AS  
POLICE DIRECTOR**

**WHEREAS**, the Borough of Helmetta (the “Borough”) required a Police Director to fill a vacancy in the Borough of Helmetta Police Department; and

**WHEREAS**, pursuant to Resolution 2012-179, Gregory Bennett was appointed Police Director of the Borough of Helmetta; and

**WHEREAS**, the Borough Council desires to clarify that appointment of Mr. Bennett as Police Director shall be for a one year term commencing January 1, 2013 and expiring on December 31, 2013; and

**WHEREAS**, the Borough Council further desires to clarify that Mr. Bennett shall work a minimum of 20 hours per week, but that such hours may be increased at the discretion of the Public Safety Committee; and



**WHEREAS**, all other terms of Resolution 2012-179 regarding appointment of Mr. Bennett as Police Director shall remain the same.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that Resolution 2012-179 is hereby amended and supplemented in order to clarify that Gregory Bennett, as the appointed Police Director for the Borough of Helmetta, shall serve a one year term commencing January 1, 2013 and expiring on December 31, 2013, and that Mr. Bennett shall work a minimum of 20 hours per week, but such hours may be increased at the discretion of the Public Safety Committee.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**# 2013 – 84**

### **RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE PURCHASE OF ENERGY GENERATION SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

**WHEREAS**, the State of New Jersey Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30)(the “Act”) authorizes municipalities to purchase energy generation services for public use through the use of an online reverse auction service; and

**WHEREAS**, reverse auctions are a structured competitive bidding event where two or more suppliers place bids in order to supply goods or services that drive the price lower over the course of the auction event; and

**WHEREAS**, many governmental units have decided to implement reverse auctions to fight corruption, reduce back room negotiations, and bring transparency to the government purchasing process, and by facilitating a structured and automated negotiation, reverse auctions provide a clear and documented process for reaching an agreement on pricing for many different types of goods and services; and

**WHEREAS**, the Borough of Helmetta (the “Borough”) has determined to implement a reverse auction process in order to procure electricity for the Borough; and

**WHEREAS**, the Borough desires to utilize the online auction services of EMEX, LLC, waiver number EMEX LLC-1, an approved vendor approved by the State Division of Local Government Services pursuant to the Act, and located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and

**WHEREAS**, EMEX, LLC shall be compensated for its services rendered through the participating supplier/vendor that a contract is ultimately awarded to; and

**WHEREAS**, any and all auctions conducted on behalf of the Borough by EMEX, LLC shall be conducted in accordance with the terms and conditions of the Act.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that the Borough is hereby authorized to participate in the State of New Jersey Local Unit Technology Pilot Program and Study Act, and that the Mayor is hereby authorized to execute any documents, in a form acceptable to the Borough Attorney, necessary in order to implement the agreement between the Borough and EMEX, LLC for online auction services in order to procure electricity for the Borough; and

**BE IT FURTHER RESOLVED**, that the Borough shall supply the Director of the State Division of Local Government Services with a copy of all contracts regarding

the hiring of EMEX, LLC and shall notify the Director of the date and time of any on-line auction at least ten (10) days in advance of the auction utilizing such services.

MOTION – Clmn. Ascioffa SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**#2013 – 85**

### **APPOINTMENT OF SUPERVISOR TO PENSIONS CERTIFYING OFFICER AND PENSIONS CERTIFYING OFFICER**

**WHEREAS, it is necessary to appoint a Supervisor to Pensions Certifying Officer and a Pensions Certifying Officer in order to access and enroll individuals in the pension system ;**

**NOW, THEREFORE, BE IT RESOLVED, that Denise Jawidzik is hereby appointed as Supervisor to Pension Certifying Officer and Annmarie Mauser as Pensions Certifying Officer.**

MOTION – Clmn. Ascioffa SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**# 2013 – 86**

### **RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE PURCHASE OF ENERGY GENERATION SERVICES FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

**WHEREAS, the State of New Jersey Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30)(the “Act”) authorizes municipalities to purchase energy generation services for public use through the use of an online reverse auction service; and**

**WHEREAS, reverse auctions are a structured competitive bidding event where two or more suppliers place bids in order to supply goods or services that drive the price lower over the course of the auction event; and**

**WHEREAS, many governmental units have decided to implement reverse auctions to fight corruption, reduce back room negotiations, and bring transparency to the government purchasing process, and by facilitating a structured and automated negotiation, reverse auctions provide a clear and documented process for reaching an agreement on pricing for many different types of goods and services; and**

**WHEREAS, the Borough of Helmetta (the “Borough”) has determined to implement a reverse auction process in order to procure electricity for the Borough; and**

**WHEREAS, the Borough desires to utilize the online auction services of EMEX, LLC, waiver number EMEX LLC-1, an approved vendor approved by the State Division of Local Government Services pursuant to the Act, and located at [www.energymarketexchange.com](http://www.energymarketexchange.com); and**

**WHEREAS, EMEX, LLC shall be compensated for its services rendered through the participating supplier/vendor that a contract is ultimately awarded to; and**

**WHEREAS, any and all auctions conducted on behalf of the Borough by EMEX, LLC shall be conducted in accordance with the terms and conditions of the Act.**

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that the Borough is hereby authorized to participate in the State of New Jersey Local Unit Technology Pilot Program and Study Act, and that the Mayor is hereby authorized to execute any documents, in a form acceptable to the Borough Attorney, necessary in order to implement the agreement between the Borough and EMEX, LLC for online auction services in order to procure electricity for the Borough; and

**BE IT FURTHER RESOLVED**, that the Borough shall supply the Director of the State Division of Local Government Services with a copy of all contracts regarding the hiring of EMEX, LLC and shall notify the Director of the date and time of any on-line auction at least ten (10) days in advance of the auction utilizing such services.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

**State of New Jersey**  
**Department of Community Affairs**

**Division of Local Government Services**  
**E-Government for Government**  
**E-Procurement Pilot Program**



**Application                      For                      Waiver Request**  
**(Short Form)**

Name of Local Unit:

Address:

Phone:

Fax:

E-mail:

Contact person:

# E-Procurement Short Form Waiver Request

## Introduction

On March 9, 2001, Acting Governor Donald T. Di Francesco signed into law the *Local Unit Electronic Technology Pilot Program and Study Act* (P.L. 2001, c.30.) This Act allows the Department of Community Affairs to explore electronic commerce and embark upon a program to allow local units to experiment with purchasing commodities and services and the sale of surplus property through means of the Internet and related technologies.

Local units subject to the provisions of this law are school districts pursuant to the Public School Contracts Law, N.J.S.A. 18A:18A-1 et seq., and contracting units pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq.

The key element of the law is the ability of the Division of Local Government Services (Division) to grant waivers of many traditional procurement procedures when Internet or other technologies are used to procure certain goods and services. In order to take advantage of the pilot program, a local unit must submit a plan to the Director of the Division for approval.

Local units may develop their own plan for submission or utilize the pre-approved plan of a private company. If the local unit decides to use a pre-approved plan of a private company, they should complete this short form application, reference the company's documents, and submit the application to the Division for approval.

## General Conditions

Participants in pilot projects are subject to the following general conditions and requirements. Each applicant should contact the Division for assistance before preparation and submission of a full written application and supporting documentation. Each application will be considered on its own merits. The Division staff will work with applicants to meet the demand for different technological solutions and needs.

- Local unit must supply the Director with a copy of all contracts hiring the services of an on-line purchasing agent at least ten (10) days in advance of the auction utilizing those services.
- Contracts hiring an on-line purchasing agent are exempt from public bidding.
- The local unit must notify the Director of the date and time of any on-line auction at least ten (10) days in advance and supply the Director with access to the auction to allow the Director to monitor the auction.
- On-line auctions are limited to the purchase of commodities. (See Act for list of commodities)
- The local unit shall submit its Short Form Waiver Application to the Director of the Division of Local Government Services for approval before proceeding.
- The Director must approve each auction before the local unit can proceed.
- Local units must have a resolution passed by their governing body approving the local units participation in the pilot program.

## **E-Procurement Short Form Waiver Request Application**

1. What commodities do you intend to purchase? (See Section 9 of , P.L. 2001, c.30)
2. Which private company's plan will you be using? Please give name of company and waiver number.
3. Please attach a copy of the resolution passed by the governing body allowing participation in the E-procurement Pilot Program?
4. Are there any additional waivers from the traditional procurement procedures needed?
5. Have you reviewed the General Conditions to make sure your application is in compliance with those conditions?

Please attach this document to the pre-approved plan of the private company. Indicate any additional waivers needed by the local unit to implement the plan. Make sure your submission is in compliance with the conditions listed in this application. Submit the application to the E-Procurement Pilot Program, Division of Local Government Services, 101 South Broad Street, PO Box 803, Trenton, NJ 08625-0803, for approval.

***Name of Contracting Unit:*** \_\_\_\_\_

***Signature*** \_\_\_\_\_

\_\_\_\_\_  
Authorized Official

\_\_\_\_\_  
Name and Title (Printed)

### **RESOLUTION #2013 – 87**

#### **APPOINTMENT OF DARREN DORAN AS REPRESENTATIVE TO MIDDLESEX COUNTY JOINT INSURANCE FUND**

**BE IT RESOLVED, that Darren Doran, be and is hereby appointed to serve as the Borough of Helmetta's representative to the Middlesex County Joint Insurance Fund.**

MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

**RESOLUTION**

**#2013 – 88**

**PAYMENT OF BILLS**

MOTION – Clmn. Ascioffa      SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

March 22, 2013  
01:54 PM

BOROUGH OF HELMETTA  
Bill List By Vendor Name

Page No: 1

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

Open: N  
Rcvd: Y  
Bld: Y  
Paid: N  
Held: Y  
State: Y  
Other: Y  
Exempt: Y

Vendor # Name	PO # PO Date Description	Contract PO Type	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice	1099
Item Description	Amount	Charge Account			Enc Date Date	Date		Excl

ACT01 ACTION DATA SVC, INC

13-00264 03/14/13 PAYROLL SERVICES	239.63	3-01-20-705-020	B FINANCE OE	R	03/14/13	03/22/13	18345	N
1 PAYROLL SERVICES	79.88	3-05-55-500-020	B WATER OPERATING OE	R	03/14/13	03/22/13	18345	N
2 PAYROLL SERVICES	79.88	3-07-55-500-020	B SEWER OPERATING OE	R	03/14/13	03/22/13	18345	N
3 PAYROLL SERVICES	292.05	3-01-20-705-020	B FINANCE OE	R	03/14/13	03/22/13	18216	N
4 PAYROLL SERVICES 3/8/13	97.35	3-05-55-500-020	B WATER OPERATING OE	R	03/14/13	03/22/13	18216	N
5 PAYROLL SERVICES 3/8/13	97.35	3-07-55-500-020	B SEWER OPERATING OE	R	03/14/13	03/22/13	18216	N
6 PAYROLL SERVICES 3/8/13	886.14							

13-00310 03/21/13 PAYROLL

1 PAYROLL	42.14	3-01-20-705-020	B FINANCE OE	R	03/21/13	03/22/13	18467	N
2 PAYROLL	14.04	3-05-55-500-020	B WATER OPERATING OE	R	03/21/13	03/22/13	18467	N
3 PAYROLL	14.04	3-07-55-500-020	B SEWER OPERATING OE	R	03/21/13	03/22/13	18467	N
	70.22							

Vendor Total: 956.36

AFI01 AFLAC

13-00301 03/19/13 HAROLD MESSLER	441.85	3-01-23-733-020	B HEALTH INSURANCE EMPLOYEE	R	03/19/13	03/22/13	601914	N
1 MESSLER P2718273 P0659313								

13-00314 03/22/13 INSURANCE

1 INSURANCE DORAN B157878/85	92.58	3-01-23-733-020	B HEALTH INSURANCE EMPLOYEE	R	03/22/13	03/22/13	182446	N
2 METZ/B1578786/P065931	99.00	3-01-23-733-020	B HEALTH INSURANCE EMPLOYEE	R	03/22/13	03/22/13	182446	N
	191.58							

Vendor Total: 633.43

AGI01 AGI WELDING SUPPLY CO., INC.

12-01221 12/31/12 TICKET NO. 0139427	2,286.50	2-01-25-749-020	B FINE DEPARTMENT OE	R	12/31/12	03/22/13	355250	N
1 TICKET NO. 0139427								

Vendor Total: 2,286.50

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Item Description						Enc Date Date	Date		Excl
EVE01 ALLEGIANC HELMETTA LAMN/GARDEN									
13-00266 03/18/13 3 YARDS BLACK MULCH			55.00	3-01-26-772-020	R	03/18/13	03/22/13		N
1 2 YARDS BLACK MULCH			27.50	3-01-26-772-020	R	03/18/13	03/22/13		N
2 1 YARD BLACK MULCH			82.50	B BUILDINGS & GROUNDS OE					
Vendor Total:			82.50						
HEL08 ALLEGIANC LAMN & GARDEN									
13-00268 03/14/13 TOPSOIL 1 YARD			900.00	3-01-26-765-020	R	03/14/13	03/22/13	2799	N
1 TOPSOIL 1 YARD				B STREETS & ROADS OE					
Vendor Total:			900.00						
ATL03 ATLANTIC TOMORROWS OFFICE									
13-00075 01/22/13 INV CMIN296747 - Q4-12			84.26	2-01-31-832-020	R	01/22/13	03/22/13	CMIN296747	N
1 INV CMIN296747 - Q4-12			28.09	2-05-55-500-020	R	01/22/13	03/22/13	CMIN296747	N
2 INV CMIN296747 - Q4-12			28.09	2-07-55-500-020	R	01/22/13	03/22/13	CMIN296747	N
3 INV CMIN296747 - Q4-12			140.44	B SEMER OPERATING OE					
Vendor Total:			140.44						
AUT01 AUTO KING									
13-00154 02/14/13 BATTERY			103.95	3-01-26-765-020	R	02/14/13	03/22/13	H2150	N
1 BATTERY			332.88	3-01-26-765-020	R	02/14/13	03/22/13	H2150	N
2 BATTERY			456.83	B STREETS & ROADS OE					
Vendor Total:			140.44						
13-00165 02/20/13 Auto Supplies									
1 Auto Supplies			34.97	3-01-43-800-510	R	02/20/13	03/22/13	335384	N
Vendor Total:			34.97						
13-00246 03/11/13 WIPER									
1 WIPER			31.98	3-01-26-315-020	R	03/11/13	03/22/13	338127	N
Vendor Total:			31.98						



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Item Description							Enc Date Date	Date		Excl
BET01 BETTER LIVING										
13-00251 03/11/13 SUPPLIES										
1 SUPPLIES		33.74	R	3-01-26-765-020	B STREETS & ROADS OE		03/11/13 03/22/13		BORHEL	N
2 SUPPLIES		170.01	R	3-01-43-800-515	B SUPPLIES		03/11/13 03/22/13		BORHEL	N
3 SUPPLIES		450.77	R	3-01-26-772-020	B BUILDINGS & GROUNDS OE		03/11/13 03/22/13		BORHEL	N
13-00283 03/15/13 SUPPLIES										
1 SUPPLIES		60.93	R	3-01-26-765-020	B STREETS & ROADS OE		03/15/13 03/22/13		BORHEL	N
2 SUPPLIES		318.83	R	3-01-43-800-515	B SUPPLIES		03/15/13 03/22/13		BORHEL	N
3 SUPPLIES		862.26	R	3-01-26-772-020	B BUILDINGS & GROUNDS OE		03/15/13 03/22/13		BORHEL	N
		1,242.02								
Vendor Total:		1,896.54								
CEN07 CENTRAL JERSEY SECURITY										
13-00225 03/11/13 CONTACT 2 DOORS & INSTALL PAINT										
1 CONTACT 2 DOORS & INSTALL PAINT		200.00	R	3-01-43-800-510	B UTILITIES		03/11/13 03/22/13		61822	N
Vendor Total:		200.00								
CER01 CERTIFIED LABS INC.										
13-00276 03/15/13 1 DOZEN FREE										
1 1 DOZEN FREE		176.28	R	3-01-26-772-020	B BUILDINGS & GROUNDS OE		03/15/13 03/22/13			N
2 1 DOZEN MILE-HI RTU		182.28	R	3-01-26-772-020	B BUILDINGS & GROUNDS OE		03/15/13 03/22/13			N
		358.56								
Vendor Total:		358.56								
CIE02 CIELESZ, MICHAŁ										
13-00180 02/25/13 REIMBURSEMENT FOR DOG TRANSPORT										
1 REIMBURSEMENT FOR DOG TRANSPORT		600.00	R	3-01-43-800-510	B UTILITIES		02/25/13 03/22/13			N
13-00181 02/25/13 reimbursement of transport fee										
1 reimbursement of transport fee		300.00	R	3-01-43-800-510	B UTILITIES		02/25/13 03/22/13			N
13-00226 03/11/13 SHELTER EVAL/EXAM OF DOGS										
1 SHELTER EVAL/EXAM OF DOGS		200.00	R	3-01-43-800-510	B UTILITIES		03/11/13 03/22/13			N

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Change Account	Act Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
CIE02 CIELESZ, MICHA	13-00280 03/15/13 2/25 TRANSPORT 3/1 TRANSPORT 1 2/25 TRANSPORT 3/1 TRANSPORT	Continued 625.00 3-01-43-800-530		B MAINTENANCE	R	03/15/13 03/22/13			N
Vendor Total:		1,725.00							
CIR01 CIRCLE JANITORIAL SUPPLIES	13-00191 02/28/13 CLEANING SUPPLIES 1 CLEANING SUPPLIES	374.14 3-01-43-800-510		B UTILITIES	R	02/28/13 03/22/13		11821-13	N
13-00249 03/11/13 CLEANING SUPPLIES	1 CLEANING SUPPLIES	269.74 3-01-43-800-515		B SUPPLIES	R	03/11/13 03/22/13		11897-13	N
Vendor Total:		643.88							
CLA01 CLARKIN & VIGANOLO, P. C.	13-00221 03/07/13 HELME MILL REDEVELOPMENT 1 helme mill redevelopment	1,073.00 2-01-21-720-020		B PLANNING BOARD OE	R	03/07/13 03/22/13		8722	N
Vendor Total:		1,073.00							
CLE03 CLEAN AIR COMPANY	13-00300 03/19/13 PLYMOVENT INSTALL IN BAY #3 1 PLYMOVENT INSTALL IN BAY #3	6,908.95 C-04-55-200-140		B RESERVE FOR HFD LOWER HOUSE REPAIRS	R	03/19/13 03/22/13		13-0160	N
Vendor Total:		6,908.95							
CLE04 CLEARY GIACOBBE ALFIERI&ACOBBS	13-00313 03/21/13 LEGAL SERVICES 1 LEGAL SERVICES	1,260.00 3-01-20-712-020		B LEGAL SERVICES OE	R	03/21/13 03/22/13		15888	N
Vendor Total:		1,260.00							
COM07 COMCAST	13-00265 03/14/13 HIGH SPEED INTERNET 1 HIGH SPEED INTERNET	66.95 3-01-43-800-510		B UTILITIES	R	03/14/13 03/22/13		09568580958017	N

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PO #	PO Date	Amount	Charge Account	Description			Enc Date	Date		Excl
Item Description										
COM07 COMCAST		Continued								
13-00267	03/14/13 HIGH SPEED INTERNET									
1	HIGH SPEED INTERNET PAST DUE	83.94	3-01-31-827-020	B	TELEPHONE COSTS	R	03/14/13	03/22/13	09568358610019	N
2	HIGH SPEED INTERNET CURRENT DU	83.95	3-01-31-827-020	B	TELEPHONE COSTS	R	03/14/13	03/22/13	09568358610019	N
		167.89								
Vendor Total:		234.84								
DOR01	DARREN DORAN									
13-00227	03/11/13 LICENSE RENEWAL									
1	LICENSE RENEWAL	20.00	3-01-43-800-510	B	UTILITIES	R	03/11/13	03/22/13		N
Vendor Total:		20.00								
DEE02	DEER PARK SPRING WATER									
13-00304	03/20/13 SPRING WATER									
1	SPRING WATER	29.66	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	03/20/13	03/22/13	1387801903415	N
Vendor Total:		29.66								
DIG01	DIGITAL ARTS IMAGING									
13-00195	02/28/13 VINYL LETTERING									
1	VINYL LETTERING	60.00	3-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	02/28/13	03/22/13	35310	N
Vendor Total:		60.00								
DOC01	DOCTOR'S CARE CENTER									
13-00174	02/25/13 MEDICAL EXPENSE									
1	MEDICAL EXPENSE/RUSKUSKI	118.00	3-01-25-749-020	B	FIRE DEPARTMENT OE	R	02/25/13	03/22/13		N
Vendor Total:		118.00								
IBR01	DR. IBRAHIM									
13-00243	03/11/13 ANIMAL SHELTER INSPECTION 1/25									
1	ANIMAL SHELTER INSPECTION 1/25	500.00	3-01-43-800-520	B	VETERINARY EXPENSES	R	03/11/13	03/22/13		N

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Item Description							Enc Date Date	Date		Excl
1BR01 DR. IBRAHIM		Continued								
13-00243 03/11/13 ANIMAL SHELTER INSPECTION 1/25		500.00	Continued							
2 ANIMAL SHELTER INSPECTION 2/22		1,000.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13	03/22/13		N
Vendor Total:		1,000.00								
EAS20 EAST BRUNSWICK MUNICIPAL BLDG										
13-00230 03/11/13 5 TONS OF SALT		418.90	3-01-26-765-020		B STREETS & ROADS OE	R	03/11/13	03/22/13		N
1 5 TONS OF SALT										
13-00231 03/11/13 10 TONS SALT		837.80	3-01-26-765-020		B STREETS & ROADS OE	R	03/11/13	03/22/13		N
1 10 TONS SALT										
Vendor Total:		1,256.70								
EAS11 EAST COAST CUSTON EMBROIDERY										
13-00192 02/28/13 UNIFORM BRANDON METZ		203.00	3-01-27-788-020		B ANIMAL CONTROL OE	R	02/28/13	03/22/13	12782	N
1 UNIFORM BRANDON METZ										
Vendor Total:		203.00								
EMED2 EMERGENCY SOFTWARE PROD., INC.										
13-00203 02/28/13 MAINTENANCE COVERAGE		500.00	3-01-25-752-020		B FIRE PREVENTION BUREAU OE	R	02/28/13	03/22/13	ESP1212025	N
1 maintenance coverage										
Vendor Total:		500.00								
FIR16 FIREFIGHTER ONE										
12-01103 11/28/12 HYDRO TESTING		265.00	2-01-25-749-020		B FIRE DEPARTMENT OE	R	11/28/12	03/22/13	84559	N
1 HYDRO TESTING										
Vendor Total:		265.00								

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GARLO GARRETT, KEVIN	13-00173 02/21/13 BACKGROUND CHECK- DARYL ALBERT	400.00	3-01-25-745-020		B POLICE DEPARTMENT OE	R	02/21/13	03/22/13		N
	1 BACKGROUND CHECK- DARYL ALBERT	400.00								
	Vendor Total:	400.00								
	GLU01 GLUCK WALRATH LLP									
	13-00215 03/07/13 FILE NO 04-027-007	15.00	T-14-57-000-014		B KAPLAN AT HELMETTA	R	03/07/13	03/22/13	28363	N
13-00229 03/11/13 RETAINER/DISBURSEMENTS	1 FILE NO 04-027-007									
	1 RETAINER/DISBURS. 04-027-005	2,388.82	3-01-20-712-020		B LEGAL SERVICES OE	R	03/11/13	03/22/13	29174	N
	13-00258 03/13/13 John Street 04-027-007	1,575.00	C-04-55-300-150		B 2011-5 MAPLE, JOHN & WASHINGTON	R	03/13/13	03/22/13	29175	N
	1 John Street 04-027-007									
	Vendor Total:	3,978.82								
GRA10 GRANICK, PAUL	13-00222 03/07/13 MUNICIPAL PROSECUTOR Feb 2013	400.00	3-01-25-757-020		B MUNICIPAL PROSECUTOR OE	R	03/07/13	03/22/13		N
	1 FEBRUARY 2013									
	13-00298 03/18/13 MARCH 2013	400.00	3-01-25-757-020		B MUNICIPAL PROSECUTOR OE	R	03/18/13	03/22/13		N
	1 MARCH 2013									
	Vendor Total:	800.00								
BEN01 GREGORY BENNETT	13-00176 02/25/13 BUSINESS CARDS AND HOLDERS	286.68	3-01-25-745-020		B POLICE DEPARTMENT OE	R	02/25/13	03/22/13		N
	1 BUSINESS CARDS AND HOLDERS									
	13-00177 02/25/13 DRY CLEANING REIMBURSEMENT	36.00	3-01-25-745-020		B POLICE DEPARTMENT OE	R	02/25/13	03/22/13		N
	1 DRY CLEANING REIMBURSEMENT									
	13-00277 03/15/13 FIREFIGHTING GLOVES SMALL	92.53	3-01-25-749-020		B FINE DEPARTMENT OE	R	03/15/13	03/22/13	E1059934	N
	1 FIREFIGHTING GLOVES SMALL									
	Vendor Total:	415.21								

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Item Description								Enc Date date	Date		Excl
JMS01 J. W. SCOTT											
13-00069 01/22/13 SERVICE VEHICLE			1,536.94	3-01-26-772-020		B BUILDINGS & GROUNDS OE	R	01/22/13 03/22/13		53557	N
1 QUOTE 13006											
13-00143 02/14/13 SERVICE VEHICLE											
1 SERVICE VEHICLE			246.00	3-01-26-772-020		B BUILDINGS & GROUNDS OE	R	02/20/13 03/22/13		53525	N
Vendor Total:			1,782.94								
JAM05 JAMESBURG VETERINARY HOSPITAL											
13-00244 03/11/13 C 100											
1 C 100			142.69	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195554	N
2 CANTINES 1/8/13			132.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195560	N
3 CANTINES 1/25/13			132.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195913	N
4 C-101 1/12/13			171.75	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195638	N
5 C-102 1/18/13			77.25	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195747	N
6 C-103 1/30/13			57.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195992	N
7 F-050			110.25	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195762	N
8 F-052			223.50	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		195979	N
Vendor Total:			1,046.44								
13-00247 03/11/13 CANTINES 2/11/13											
1 CANTINES 2/11/13			187.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196206	N
2 CANTINE 2/13/13			132.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196263	N
3 CANTINE 2/22/13			132.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196392	N
4 CANTINE 2/28/13			187.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196501	N
5 C-105 2/28/13			55.50	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196502	N
6 C-106 2/28/13			55.50	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196503	N
7 C-107 2/28/13			0.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196504	N
8 C-108 2/28/13			0.00	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196505	N
9 F-053 2/28/13			36.75	3-01-43-800-520		B VETERINARY EXPENSES	R	03/11/13 03/22/13		196508	N
Vendor Total:			785.75								
Vendor Total:			1,832.19								
JCP01 JCP&L											
13-00274 03/15/13 ELECTRIC											
1 ELECTRIC 200-000-001-067			1,852.43	3-01-31-825-020		B ELECTRICITY	R	03/15/13 03/22/13		95004293408	N

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Item Description							Enc Date Date	date	Excl	
JCP01 JCP&L		Continued	Continued							
13-00274 03/15/13 ELECTRIC		676.30		3-01-31-826-020	B STREET LIGHTING	R	03/15/13 03/22/13		95004293408	N
2 ELECTRIC 200-000-001-067		2,528.73								
13-00302 03/20/13 ELECTRIC										
1 ELECTRIC 100 054 008 006		99.41		3-05-55-500-020	B WATER OPERATING OE	R	03/20/13 03/22/13		100 054 008 006	N
13-00317 03/22/13 ELECTRIC										
1 ELECTRIC 100 087 095 251		739.50		3-01-43-800-510	B UTILITIES	R	03/22/13 03/22/13			N
Vendor Total:		3,367.64								
RE07 JOSEPH REID										
13-00184 02/27/13 WORK BOOTS		144.99		3-01-26-765-020	B STREETS & ROADS OE	R	02/27/13 03/22/13			N
1 WORK BOOTS										
Vendor Total:		144.99								
MC01 M C I A										
13-00311 03/21/13 SINGLE FAMILY HOUSEHOLD										
1 SINGLE FAMILY HOUSEHOLD		1,120.60		3-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	03/21/13 03/22/13		3239	N
2 LEAVES/BRUSH CUST NO 6/262		67.69		3-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	03/21/13 03/22/13		3253	N
		1,188.29								
Vendor Total:		1,188.29								
MC01 M C U A SOLID WASTE										
13-00259 03/13/13 FEBRUARY 2013 DUMPING CHGS										
1 FEBRUARY 2013 DUMPING CHGS		2,733.76		3-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE	R	03/13/13 03/22/13		MC066296	N
Vendor Total:		2,733.76								
MAC04 MACK INDUSTRIES INC.										
13-00183 02/27/13 HVAC PREVENTATIVE MAINTENANCE										
1 HVAC PREVENTATIVE MAINTENANCE		971.00		3-01-43-800-510	B UTILITIES	R	02/27/13 03/22/13		37061	N

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Item Description							Enc Date Date	Date		Excl
MAC04 MACK INDUSTRIES INC.		Continued								
13-00261 03/14/13 RETURN AIR DUCTWORK		14,101.00	3-01-43-800-510		B UTILITIES	R	03/14/13 03/22/13		37249	N
1 RETURN AIR DUCTWORK										
Vendor Total:		15,072.00								
MAI01 MAIN ELECTRIC SUPPLY CO., INC.										
13-00205 02/28/13 TRAFFIC SIGNAL		23.07	3-01-31-826-020		B STREET LIGHTING	R	02/28/13 03/22/13		1009149-01	N
1 TRAFFIC LIGHT										
13-00289 03/18/13 TRAFFIC BULBS FOR WATER TOWER		23.07	3-05-55-500-020		B WATER OPERATING OE	R	03/18/13 03/22/13		1009149-0001-01	N
1 TRAFFIC BULBS FOR WATER TOWER										
Vendor Total:		46.14								
WIL04 MARGARET WILSON										
13-00255 03/11/13 Medicare Reimbursement 1st qtr		377.64	3-01-23-733-020		B HEALTH INSURANCE EMPLOYEE	R	03/11/13 03/22/13			N
1 Medicare Reimbursement 1st qtr										
2 Medicare Reimbursement 1st qtr		125.88	3-07-55-500-030		B SEWER OPERATING INSURANCE	R	03/11/13 03/22/13			N
2 Medicare Reimbursement 1st qtr										
3 Medicare Reimbursement 1st qtr		125.88	3-05-55-500-030		B WATER OPERATING INSURANCE	R	03/11/13 03/22/13			N
3 Medicare Reimbursement 1st qtr										
Vendor Total:		629.40								
MGL01 MGL PRINTING SOLUTIONS										
13-00228 03/11/13 HOMESTEAD BEN FORMA		52.00	3-01-20-710-020		B TAX ASSESSOR OE	R	03/11/13 03/22/13		111769	N
1 HOMESTEAD BEN FORMA										
Vendor Total:		52.00								
MID04 MIDDLESEX CO CONF OF MAYORS										
13-00260 03/14/13 2013 DUES MIDDLESEX CTY MAYORS		200.00	3-01-20-110-020		B MAYOR & COUNCIL OE	R	03/14/13 03/22/13			N
1 2013 DUES MIDDLESEX CTY MAYORS										
Vendor Total:		200.00								



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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Actt Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void date Invoice	1099 Excl
MID08 MIDDLESEX COUNTY FIRE ACADEMY	13-00160 02/20/13 Fire Instructor Class							
	1 Fire Instructor Class		210.00 3-01-25-752-020	B FIRE PREVENTION BUREAU OE	R	02/20/13 03/22/13	01-1902-141	N
13-00163 02/20/13 Fire Academy Course								
	1 Firefighter K. Ruskuski/Duffy		472.00 3-01-25-752-020	B FIRE PREVENTION BUREAU OE	R	02/20/13 03/22/13	01-1001-126	N
Vendor Total:			682.00					
MID10 MIDDLESEX WELDING SALES, INC.	13-00196 02/28/13 LEASE RENEWALS							
	1 LEASE RENEWALS		133.00 3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	02/28/13 03/22/13	978514	N
13-00262 03/14/13 RENTAL CHARGE								
	1 RENTAL CHARGE		133.00 3-01-26-765-020	B STREETS & ROADS OE	R	03/14/13 03/22/13	369837	N
Vendor Total:			266.00					
MON06 MONROE TOWNSHIP UTILITY DEPT.	13-00224 03/11/13 METER PIT 1							
	1 METER PIT 1 ACCT. #13081-0		2,438.77 3-05-55-500-010	B WATER OPERATING S&W	R	03/11/13 03/22/13		N
	2 METER PIT II ACCT. #13081-0		359.06 3-07-55-500-020	B SEWER OPERATING OE	R	03/11/13 03/22/13		N
Vendor Total:			2,797.83					
MUN08 MUNICIPAL CAPITAL CORPORATION	13-00279 03/15/13 CONTRACT							
	1 CONTRACT PMT 32 OF 60		159.17 3-01-31-832-020	B COPYING	R	03/15/13 03/22/13	02/28/13	N
	2 CONTRACT PMT 32 OF 60		53.06 3-05-55-500-020	B WATER OPERATING OE	R	03/15/13 03/22/13	02/28/13	N
	3 CONTRACT PMT 32 OF 60		53.06 3-07-55-500-020	B SEWER OPERATING OE	R	03/15/13 03/22/13	02/28/13	N
Vendor Total:			265.29					
Vendor Total:			265.29					

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Vendor # Name	Po # PO date Description	Contract	PO Type			First Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Act Type Description	Stat/Chk	Enc Date Date	Date	Invoice	Exc
<b>PCE6G CO</b>								
<b>PC VISIONS Continued</b>								
13-00199 02/28/13 RECONFIGURED SERVER FOR DENISE		Continued						
2 EDMUNDS ISSUES RESOLVED	312.50	3-01-20-705-020	B FINANCE OE	R	02/28/13	03/22/13	6884/6888	N
	625.00							
<b>Vendor Total:</b>	<b>937.50</b>							
<b>PITNEY BOWES GLOBAL FINANCIAL</b>								
13-00272 03/15/13 MAILING SYSTEM								
1 MAILING SYSTEM	145.80	3-01-31-832-020	B COPYING	R	03/15/13	03/22/13	2065888-MR13	N
2 MAILING SYSTEM	48.60	3-05-55-500-020	B WATER OPERATING OE	R	03/15/13	03/22/13	2065888-MR13	N
3 MAILING SYSTEM	48.60	3-07-55-500-020	B SEWER OPERATING OE	R	03/15/13	03/22/13	2065888-MR13	N
	243.00							
<b>Vendor Total:</b>	<b>243.00</b>							
<b>PRO-1 COLLISTON &amp; TOWLING LLC</b>								
12-01239 12/31/12								
1	1,000.00	2-01-25-749-020	B FIRE DEPARTMENT OE	R	12/31/12	03/22/13		N
13-00179 02/25/13 INSTALL GRAPHICS ON CAR#66								
1 INSTALL GRAPHICS ON CAR#66	670.00	3-01-25-745-020	B POLICE DEPARTMENT OE	R	02/25/13	03/22/13		N
<b>Vendor Total:</b>	<b>1,670.00</b>							
<b>PSE6G CO</b>								
13-00291 03/18/13 FEBRUARY 2013								
1 GAS FEBRUARY 2013	380.93	3-01-31-829-020	B NATURAL GAS	R	03/18/13	03/22/13	65 743 815 09	N
2 GAS	251.88	3-01-31-829-020	B NATURAL GAS	R	03/18/13	03/22/13	66 025 260 06	N
3 GAS FEBRUARY 2013	712.77	3-01-31-829-020	B NATURAL GAS	R	03/18/13	03/22/13	66 744 858 02	N
4 GAS FEBRUARY 2013	373.24	3-01-31-829-020	B NATURAL GAS	R	03/18/13	03/22/13	66 744 858 02	N
5 GAS FEBRUARY 2013	598.27	3-01-31-829-020	B NATURAL GAS	R	03/18/13	03/22/13	67 415 766 06	N
	2,317.09							
13-00318 03/22/13 GAS								
1 GAS 09 741 577 03	2,631.71	3-01-43-800-510	B UTILITIES	R	03/22/13	03/22/13	603202185805	N
<b>Vendor Total:</b>	<b>4,948.80</b>							

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Act Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
Item Description							Enc Date Date	date	Invoice Excl
REI03 REID'S LANDSCAPING									
13-00153 02/14/13		300.00	3-05-55-500-020		B WATER OPERATING OE	R	02/14/13 03/22/13		N
1 REPLACE BROKEN ROD & CURB BOX									
Vendor Total:		300.00							
REI03 RELIABLE WOOD PRODUCTS LLC									
13-00127 01/29/13 INV 284168		24.00	3-01-26-771-020		B RECYCLING SOLID WASTE OE	R	01/29/13 03/22/13		N
1 INV 284168									
Vendor Total:		24.00							
REMO1 REMINGTON, VERNICK & VENA									
13-00233 03/11/13 2012 NJDOT #1206T064		333.96	C-04-55-300-400		B 2012-3 DOT Park, N. 14th	R	03/11/13 03/22/13	1206T064-10	N
1 2012 NJDOT #1206T064									
13-00235 03/11/13 REDEV. SVCS FOR KAPLAN		651.75	T-14-57-000-014		B KAPLAN AT HELMETTA	R	03/11/13 03/22/13	1206T064-14	N
1 REDEV. SVCS FOR KAPLAN									
13-00239 03/11/13 HELME SNUFF MILL		2,730.00	C-04-55-300-100		B 2011-4 HELMETTA LAKE PARK IMPROVEMENTS	R	03/11/13 03/22/13	T206T060	N
1 PROF SVCS THROUGH 1/31/13									
13-00307 03/21/13 KAPLAN JOB#1206T061		4,375.42	C-04-55-300-100		B 2011-4 HELMETTA LAKE PARK IMPROVEMENTS	R	03/21/13 03/22/13	1206T064-15	N
1 KAPLAN JOB#1206T061									
13-00308 03/21/13 2012 NJDOT JOB#1206T064		1,165.00	C-04-55-300-400		B 2012-3 DOT Park, N. 14th	R	03/21/13 03/22/13	1206T064-11	N
1 2012 NJDOT JOB#1206T064									
13-00315 03/22/13 JOB 1206P012		482.50	2-01-20-715-020		B ENGINEERING SERVICE OE	R	03/22/13 03/22/13	1206P012-21	N
1 JOB 1206P012									
13-00319 03/22/13 JOB 1206T061 KAPLAN		1,690.67	T-14-57-000-014		B KAPLAN AT HELMETTA	R	03/22/13 03/22/13	1206T061	N
1 JOB 1206T061 KAPLAN		1,050.00	T-14-57-000-014		B KAPLAN AT HELMETTA	R	03/22/13 03/22/13	1206T061	N
2 JOB 1206T061 KAPLAN		2,740.67							
Vendor Total:		12,479.30							

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Change Account	Acct Type Description	Stat/chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Excl	
STF01 ST. FRANCIS ANIMAL CLINIC	12-01233 12/31/12 INV 2445		750.00	2-01-43-800-520	B VETERINARY EXPENSES	R	12/31/12 03/22/13	2445	N
1 INV 2445			750.00						
Vendor Total:			750.00						
STALL STAPLES ADVANTAGE	13-00144 02/14/13 Office Supplies		4.07	3-01-20-120-020	B MUNICIPAL CLERK OE	R	02/14/13 03/22/13	3192366527	N
1 Office Supplies			4.07						
13-00145 02/14/13			64.59	3-01-20-120-020	B MUNICIPAL CLERK OE	R	02/14/13 03/22/13	3192230888	N
1 TONER			65.88	3-01-20-120-020	B MUNICIPAL CLERK OE	R	02/14/13 03/22/13	3192230888	N
2 88 SYSTEMATIC WHITE EXT LTR/LG			130.47						
13-00232 03/11/13 RIBBON			4.58	3-01-20-120-020	B MUNICIPAL CLERK OE	R	03/11/13 03/22/13	3190310974	N
1 RIBBON			7.35	3-01-20-705-020	B FINANCE OE	R	03/11/13 03/22/13	3190310974	N
2 13 MONTH DESK PAD			11.93						
Vendor Total:			146.47						
STA07 STATE OF NEW JERSEY	13-00240 03/11/13 1ST QTR 2012 RETIREMENT		8.71	3-01-20-705-020	B FINANCE OE	R	03/11/13 03/22/13		N
1 1ST QTR 2012 RET. ANDREW ELY			8.71						
Vendor Total:			8.71						
TYG01 TYCO INTEGRATED SECURITY	13-00316 03/22/13 MONITORING 4/1/13-6/30/13		218.58	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/22/13 03/22/13	92301079	N
1 MONITORING 4/1/13-6/30/13			218.58						
Vendor Total:			218.58						
Total Purchase Orders:	115	Total P.O. Line Items:	174	Total List Amount:	360,166.30	Total Void Amount:	0.00		

## **RESOLUTION**

**#2013 – 89**

### **RESOLUTION OPPOSING S2364/A3553 - EARLY VOTING**

**WHEREAS**, Senate Bill S-2364 and Assembly Bill A3553 propose to create a system of early voting in the State of New Jersey; and

**WHEREAS**, the goal of accommodating voters in pursuit of greater participation in the democratic process is a worthy goal; and

**WHEREAS**, these bills would in reality increase workloads, add more costs to the election process, and ultimately serve to confuse voters more than it would accommodate their needs; and

**WHEREAS**, these bills would require for each primary and general election a public facility, except a public school, located in each municipality in an area of a high concentration of population to be open and available to registered voters starting 15 days before an election for early polling, possibly conflicting with if not pushing out other important uses for these buildings, causing inconvenience to residents; and

**WHEREAS**, these bills require retraining of poll workers and dramatically increased hours, as well as chain of custody requirements to protect the voting process, despite the fact that recruiting and training polls workers is already a difficult process; and

**WHEREAS**, these bills would increase costs to municipalities, including overtime pay for workers; and

**WHEREAS**, although these bills allow municipalities to request reimbursement for extra costs and provide an appropriation, the appropriation does not outline a specific amount nor dedicated funding, only that which the State Treasurer and the Director of the Division of Budget and Accounting deem necessary, and they do not outline the procedure for a municipality whose reimbursement request is denied; and

**WHEREAS**, the opportunity for “Early Voting” already exists in the State of New Jersey through the Vote by Mail ballot process.

**NOW, THEREFORE, BE IT RESOLVED** that governing body of the Borough of Helmetta in the County of Middlesex does hereby oppose S2364 and A3553; and

**BE IT FURTHER RESOLVED**, the Governing Body of the Borough of Helmetta, in the County of Middlesex, does hereby call upon its representatives in the State Legislature to oppose the adoption of this bill; and

**MOTION – Clmn. Ascioffa    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0**

**BE IT FURTHER RESOLVED**, that a copy of this Resolution shall be sent to the Office of the Governor, Senate President Sweeney, Senators Gill and Whelan, sponsors of S2364, Speaker Oliver, Assemblymen Wisniewski, Diegnan, Benson, Conaway, and Coughlin, sponsors of A3553, our State Senator and Assembly representatives, the County Board of Elections, and the New Jersey League of Municipalities.

MOTION – Clmn. Asciolla    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **RESOLUTION**

**# 2012 – 90**

### **REIMBURSEMENT FOR ROLLER SKATING BUS TRIP**

**BE IT RESOLVED**, that Nancy Martin be hereby reimbursed \$75.00 for payment to the bus company for the Roller Skating Trip on Friday, March 22, 2013.

MOTION – Clmn. Asciolla    SECOND – Clmn. Karczewski ROLL CALL: 6 – 0

## **ORDINANCE**

**#2013 - 1**

### **AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A:4-45.14) IN THE BOROUGH OF HELMETTA, COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

**WHEREAS**, the Local Government Cap Law (N.J.S.A. 40A:4-45.1 et seq.) provides that in the preparation of its annual budget, a municipality shall limit any increase in the budget to 2.00% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

**WHEREAS**, N.J.S.A. 40:4-45.14a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% as an exception to its final appropriations in either of the next two succeeding years; and

**WHEREAS**, the Borough Council of the Borough of Helmetta in the County of Middlesex finds it advisable and necessary to increase its CY2013 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the residents; and

**WHEREAS**, the Borough Council of the Borough of Helmetta hereby determines that a 3.5% increase in the budget for CY2013 over CY2012, amounting to \$51,336.25 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Borough Council of the Borough of Helmetta hereby determines that any amount authorized above not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the Borough Council of the Borough of Helmetta, in the County of Middlesex and State of New Jersey, a majority of the full authorized membership of the Governing Body affirmatively concurring, that in the CY2013 budget year, the final appropriations of the Borough of Helmetta shall, in accordance with this Ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5% over the CY2012 final appropriations, amounting to \$51,336.25, and the CY2013 municipal budget for the Borough of Helmetta be approved and adopted in accordance with this Ordinance; and

**BE IT FURTHER ORDAINED** that any amount authorized by this Ordinance that is not appropriated as part of the final CY2013 budget shall be retained as an exception to final appropriations in either of the next two succeeding years; and

**BE IT FURTHER ORDAINED** that a certified copy of this Ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of its introduction; and

**BE IT FURTHER ORDAINED** that a certified copy of this Ordinance upon adoption, with the recorded vote included thereon, be filed with the Director of the Division of Local Government Services within five (5) days of final adoption; and

**BE IT FURTHER ORDAINED** that if any part or parts of this Ordinance are for any reason held to be invalid, such adjudication shall not affect the validity of the remaining portions of this Ordinance; and

**BE IT FURTHER ORDAINED** that all ordinances or parts of ordinances inconsistent herewith are repealed, but only to the extent of such inconsistency; and

**BE IT FURTHER ORDAINED** that this Ordinance shall take effect immediately upon adoption and publication as required by law.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Slavicek    ROLL CALL: 6 - 0

**ORDINANCE**  
**# 2013 - 02**

**AN ORDINANCE PROVIDING FOR IMPROVEMENTS TO RESIDENCE PARK  
AND APPROPRIATING THE SUM OF \$21,360 THEREFORE, AUTHORIZED  
IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF  
MIDDLESEX, NEW JERSEY**

**WHEREAS**, the Mayor and Council of the Borough of Helmetta in the County of Middlesex, New Jersey has determined to make improvements to Half Acre Road; and

**WHEREAS**, the Borough of Helmetta has been approved for \$21,360 in funding from the Middlesex County 2012 Community Development Block Grant Program for such construction.

**NOW THEREFORE, BE IT ORDAINED** and enacted by the Mayor and Council of the Borough of Helmetta, County of Middlesex, New Jersey, that:

Section 1. The improvements described in section 2 of this ordinance are hereby authorized as general capital improvements to be undertaken in and by the Borough of Helmetta, County of Middlesex, New Jersey.

Section 2. The improvements hereby authorized to be undertaken consist of improvements to Residence Park, together with all items necessary, incidental or appurtenant thereto.

Section 3. the 2013 capital budget of the Borough of Helmetta will conform to the provisions of this ordinance.

Section 4. All ordinances or parts of ordinances inconsistent with the terms of this ordinance be and the same are hereby repealed to the extent of their inconsistency.

Section 5. This ordinance shall take effect 10 days after the first publication thereof after final adoption, as provided by law.

MOTION – Clmn. Ascioffa    SECOND – Clmn. Janeczek    ROLL CALL: 6 – 0

**ORDINANCE**  
**#2013 – 3**

**ORDINANCE AMENDING CHAPTER 12 OF THE CODE OF THE BOROUGH  
OF HELMETTA TO PROHIBIT SMOKING ON ALL PUBLIC LAND WITHIN  
THE BOROUGH**

BE IT ORDAINED by Borough Council of the Borough of Helmetta as follows:

SECTION P. 1.1. Prohibiting Smoking on Public Land. Chapter 12 of the Code of the Borough of Helmetta is hereby amended to add a new section following P. 1, to be known P.1.1, to read as follows:

P 1.1. Smoking Prohibited on All Public Land.

Smoking shall be prohibited on all public land, except in areas specifically designated by the Borough and suitably equipped for that purpose. For purposes of this Section only, public streets and highways as defined in Title 39 of New Jersey's Revised Statutes, including any sidewalks abutting same shall not be considered public land.

SECTION 2. If any section, paragraph, subdivision, clause or provision of the Ordinance shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Ordinance shall be deemed valid and effective,

SECTION 3. All ordinances or parts of ordinances inconsistent with. or in conflict with the Ordinance are hereby repealed to the extent of such inconsistency. However, nothing in this ordinance is intended to repeal any other Ordinance of the Borough of Helmetta prohibiting smoking.

SECTION 4. This Ordinance shall take effect twenty (20) days after final passage, adoption and publication according to law.

MOTION – Clmn. Karczewski SECOND – Clmn. Ascioffa ROLL CALL: 6 – 0