



MEETING OF MAYOR AND COUNCIL
OCTOBER 18, 2023 – 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 to honor the victims of the terrorist attacks in Israel.

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Karczewski

Councilwoman Bohinski

Councilman Duffy

Councilman Dzingleski

Councilman Reid

Councilman Stasi - absent

Also in attendance was Borough Attorney Joseph Youssouf and Borough Engineer Kevin Meade.

* 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 4, 2023. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-

willed or with the intent to harass will be tolerated. If such behavior occurs, then that individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

Rocco DeSantis, 14 George W Helme Drive, wanted to introduce himself, he is the new President of the Homeowners Association of Regency Walk.

Frank Dahl, 25 George W Helme Drive, inquired about the recent traffic and extra cars on High Street. The Mayor explained that it was because the Loft's parking lot was being paved. Mr. Dahl asked if in the future a communication can be sent to them to let them know. It was agreed that in the future, the Borough will send a communication to Mr. DeSantis to share with the Regency residents.

* ACCEPTANCE OF MINUTES – September 19, 2023

MOTION – Councilman Karczewski SECONDED – Councilman Reid

ABSTAIN – Councilman Dzingleski

ROLL CALL: 4-0

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector

RESOLUTIONS:

2023 – 124: Authorization to Sign Agreement with Action Data Services

125: Authorization to Sign Lease Agreement with County of Middlesex for
Portion of Helme Mill Park

126: Payment of Bills

MOTION – Councilman Karczewski

SECONDED – Councilman Duffy

ROLL CALL: 5-0

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

Mayor Slavicek stated that Helmetta Day was a success, and our Hometown Heroes, Mr. Daly and Mrs. Molchan, were very deserving. We hosted a flu clinic and a mix and mingle event for the staff this past month. Upcoming is the Election on November 7th, all Helmetta registered voters can vote at the Community Center from 6:00am – 8:00pm. The Reorganization Meeting is scheduled for Wednesday, January 3, 2024. The DPW is currently working on a tree trimming project around town, as well as winter storm prep. He acknowledged staff members for their years of employment in the Borough.

Councilman Dzingleski thanked everyone for Helmetta Day.

Councilman Reid stated he is working on some recreation upcoming events.

Councilman Karczewski had his safety meeting with the Jamesburg Police Department, and

they are all ready for the upcoming Hayrides and Bonfire.

Councilman Duffy had nothing to report.

Councilwoman Bohinski stated that the Board of Education honored retirees, tenured staff and gave a report on HIB, state testing results, and absenteeism. She is looking into hosting a Chili Cook-Off in the Borough. She would also like the Business Administrator to investigate grants that may be available to us.

Borough Attorney Joseph Youssouf had nothing to report.

Mayor Slavicek read a statement from Business Administrator Salvatore Masucci that included the NJ Department of Health giving out free COVID test kits, NJ Department of Community Affairs allowing him to access the system to streamline OPRA requests for permits, and Executive Order 246 with delinquent water bill payments.

Borough Engineer Kevin Meade gave an update on the Borough Hall staircase, and Lake Avenue.

*** ORDINANCE 2023-04 (Second Reading)**

An ordinance of the Borough of Helmetta Amending and Supplementing Chapter 55 of the Code of the Borough of Helmetta "Vehicles and Traffic" Section 55-28 Schedule I.

MOTION – Councilwoman Dzingleski

SECONDED – Councilman Reid

ROLL CALL: 5-0

***PUBLIC HEARING for ORDINANCE 2023-04**

Rocco DeSantis, 14 George W Helme Drive, asked for clarification of where the ordinance covers parking on Maple Street.

***ADOPTION of ORDINANCE 2023-04**

MOTION – Councilman Dzingleski

SECONDED – Councilman Duffy

***CLOSED SESSION – Resolution pertaining to Matters: Attorney Client Privilege and Litigation.**

MOTION – Councilman Dzingleski

SECONDED – Councilman Karczewski

ROLL CALL: 5-0

***OPEN SESSION**

MOTION – Councilman Duffy

SECONDED – Councilman Dzingleski

ROLL CALL: 5-0

Resolution 127: Increase in Community Center Rental Fees, Cleaning Fee, Security Fee

MOTION – Councilman Duffy

SECONDED – Councilwoman Bohinski

ROLL CALL: 5-0

Resolution 128: Approval of Contract with Dynasty Cleaning pending amendment for fee schedule

MOTION – Councilman Dzingleski
ROLL CALL: 5-0

SECONDED – Councilman Karczewski

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilman Dzingleski at 8:10pm. All were in favor.

A handwritten signature in cursive script, appearing to read "Mel Hall", written in dark ink.

Melissa Hallerman
Acting Municipal Clerk

RESOLUTION

2023-124

AUTHORIZATION TO SIGN AGREEMENT WITH ACTION DATA SERVICES

WHEREAS by the Mayor and Council of the Borough of Helmetta authorize to continue services with Action Data Services, 17 Sherwood Lane, Fairfield NJ 07004, which serves as the Payroll company for the Borough.

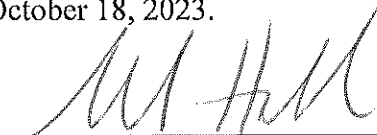
WHEREAS, It is a two (2) year contract with a one-year extension. This Agreement shall be effective as of October 1, 2023, ending September 30, 2025. If either party does not terminate this contract in writing ninety (90) before the termination date, this contract will be renewed for one additional year, ending on September 30, 2026. The estimated cost for the service is an annual fee of \$7,744.86; note this amount is estimated and may vary.

BE IT RESOLVED by the Borough Council of the Borough of Helmetta and the Mayor hereby authorized the execution of this agreement.

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

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 18, 2023.



MELISSA HALLERMAN
Acting Municipal Clerk

Action
Data
Services

17 Sherwood Lane
Fairfield, NJ 07004
(973)244-8989

September 22, 2023

Borough of Helmetta
60 Main Street
Helmetta, NJ 08828

Attn: Mr. Salvatore Masucci

Dear Mr. Masucci,

I appreciate the opportunity to offer this proposal for Payroll and Accounting services for your employees. Please allow this letter to amortize the agreement between Action Data Services, Inc. and the **Borough of Helmetta** in providing these services to you. Included herewith is our proposed price schedule.

ADS is a payroll/tax specialist, with over 44 years of experience in the Municipal, Educational and Utility payroll fields. Our staff is dedicated to servicing our customers, providing them with prompt, accurate answers to payroll and tax questions. Our software is state of the art with the most recent tax and pension requirements issued from Trenton. We give you services that many of our competitors, including the larger ones, are unable to offer.

We furnish payroll services for approximately 35,000 employees, of which 20,000 are PERS, TPAF or PFRS employees. ADS also offers an unlimited number of payroll reports designed for payroll reporting.

We propose a two (2) year contract with a one year extension clause; this contract will have a commencement date of October 1, 2023 ending on September 30, 2025. If either party does not terminate this contract in writing ninety (90) days prior to the termination date, then this contract will renew for an additional one (1) year term, ending on September 30, 2026. Such Contract renewal shall be subject to the same terms as set forth herein.

The annual contract cost for Payroll and Tax service is outlined on the price menu page included. Options for additional services are also included.

ADS handles all correspondence or discrepancies, which may arise as well. We are not just your payroll service; we are your employees. We work for YOU! Our staff wants to make the business of processing your payroll and handling your Accounting needs as easy as possible for you. Service is as important to us as it is to our customers!

We at Action Data are looking forward to providing your organization with as complete a payroll, as you require. Please do not hesitate to contact me if there is anything you wish to discuss further.

Very truly yours,
Emma Rubino
Emma Rubino
Sales Associate
Action Data Services

Because Action Data Services (ADS) as a service transmits a file to the client's depository containing the direct deposit information of the client's employees, ADS must maintain compliancy to Section 2.2.1.2 of the NACHA Rule. Prior to ADS transmitting the above mentioned direct deposit NACHA file to the client's depository, a "ACH Initiation Agreement" between the ADS and the client must be signed and on file with ADS. Additionally any client that will utilize the direct debit service as a means of paying any payroll related obligation must sign a "Direct Debit Authorization Agreement", granting Action Data Services debit access to the appropriate client account(s).

By signing this contract, you the client warrant to ADS that you will comply with and be bound by the rules of the National Automated Clearing House Association (NACHA). You agree not to originate entries that violate the laws of the United States. ***Ex. knowingly and willfully entering falsified payroll data into ADS's data entry system.*** You offer the right of the ODFI/TPS to audit the Originator's compliance with the Origination Agreement and the NACHA Rules.

This contract has been awarded to Action Data Services based on the merits and abilities of the organization. The undersigned officer of Action Data Services does hereby attest that no controlling officers with a interest in excess of 10% of the company has made a contribution that is reportable pursuant to the Election Law Enforcement Commission pursuant to N.J.S.A. 19:44A-8 or 19:44A-16, in the one (1) year period preceding the award of this contract that would affect their eligibility to perform this contract. Nor will they make a reportable contribution during the term of this contract to any political party, committee, or employee of the **Borough of Helmetta** if a member of the political party/committee is serving an elective public office of the **Borough of Helmetta**, when the contract is awarded.

Contract Term: The term of this Contract shall be for (24) months commencing on October 1, 2023 and ending on September 30, 2025.

If the information contained in this proposal is acceptable, please sign and return a copy for our files.

Borough of Helmetta

Action Data Services

Officer's Name

Officer's Name

Title

Title

Date

Date

Price Menu (Annualized)
Discounts Applied to Totals

Per Pay Charges Annualized	
Base Charge	
Checks / Deposits	
Pre Test	
Check Stuffing and Signing	
Checks / Deposits	
Pre Test	
Check Stuffing and Signing	
New Hire	
New Hire Reporting	
Direct Deposit Per Pay	
Labor Cost Report Per Pay	
Labor Cost e-file Per Pay	
GTL UPDATES	
Report Package	
Tax Service	
Delivery Charge	
Total Per Pay Payroll Cost (Annual)	1,408.00
Quarterly Services (Non Tax)	
Quarterly Earnings Record	
Quarterly Special Pension Report	
Total Quarterly Services (Non Tax) Annual	188.00
Tax Service- Quarterly	
Quarterly State Wage Report WR30 (Hard Copy)	
Quarterly Tax Filing	
Quarterly WR 30 e-file	
Quarterly Taxable Report	
Total Tax Service- Annual	1,400.00
Tax Service- Year End	
Year End Taxable Report	
Year End Tax Filing	
Total Tax Service- Year End	1,315.00
W-2's	
W-2's 1 Proof Report	
W-2's 1 On CD	
W-2's A Forms (Price Per Form)	
W-2's A Forms Base Charge	
W-2's A Optional Data	
W-2's Stuffing	
W-2's e-file	
Envelopes \$0.34 each Billed separately from C&D	
Total W-2's	251.46
Year End Services (Non Tax)	
Year End Earnings Record	
Total Year End Services	INCLUDED
Additional Optional Services	
Pension Service Per Pay	910.00
Pension Filing (Quarterly) Hourly Rate \$80.00	1,280.00
Credit Pension Reports (Credit)	(600.00)
Agency Service Per Pay	910.00
Agency Checks per check (Monthly)	-
Agency Postage per check (Monthly)	-
Bank Reconciliation (Monthly) Hourly Rate \$69.00	1,242.00
Trial Balance (Monthly) Hourly Rate \$100.00	1,200.00
Access Database "Historical RPT" (Annualized)	93.80
Monthly Service Update Fee (Annualized)	1,800.00
Total Cost for Additional Opt Serv Annualized	INCLUDED
Proposed Services	
Payroll and Tax Service	Annual Fees
Pension Service	\$4,562.46
Agency Service	\$1,920.00
Bank Reconciliation/Trial Balance Services	\$638.40
Access Data Base (Report Writer)	N/A
ACA Reporting	N/A
ESS (Employee Self Service)	N/A
Full Service Annual Fee	\$624.00
	\$7,744.86

** PLEASE NOTE**

This proposal is an estimate of cost, the final annual fee may vary depending on actual employee/check count and services received

Why Choose ADS?

- As a tax specialist we literally sign your returns as your accountant. ADS staff in our Fairfield office prepares your taxes. Our competitors either assign this responsibility to a third party, or have the work performed out of state.
- ADS is the only service bureau in New Jersey recognized by the State to physically perform a pension filing and payment service. We are the only company who can supply audited, signature-ready State Pension Reports. Many of our competitors claim that "we can do it too". In fact, we offer a "Pension Guarantee" which states that if other service bureaus can prove that they have been performing these functions, we will give our client a free payroll service, for up to one year!
- Our Third Party Agency Service truly identifies us as the only Payroll/Accounting service in the market today! We have offered this service to Municipalities, Boards and Utilities for more than fifteen years. We are constantly revising and introducing new ideas to keep abreast of your auditor's requirements. To conclude, we enter all payments into our EXCLUSIVE Trial Balance Sheet allowing an automatic audit trail of all activities in an easy to read format.
- As accountants, we perform a complete Bank Reconciliation, which includes a review of the complexity of what is required regarding the accomplishment of full reconciliation of all pertinent bank records. We reconcile the payroll against the actual payroll records, and then compare the results to your bank statements.

Here are several other good reasons to choose ADS.

- The government payroll market (Municipalities, Boards and Utilities) makes up our mainstream clientele. Unlike any of our competitors, these clients represent over 80% of our total.
- We offer the flexibility in developing solutions to your problems. You will not have to settle to be the square peg that must fit into the round hole!
- We truly offer "old fashioned" Customer Service. All aspects of interfacing with our customers are accomplished on a personalized level. If there is a problem, we will be there to help!

When all is totaled, Payroll, Pensions, Taxes, Agency, and Customer Service, we believe that it becomes abundantly clear why we call ourselves **SPECIALISTS**.

The true value of who Action Data is and what we can do is generally best recognized by those Administrators and CFO's who have the experience and knowledge to challenge their objectives and demand more from what they are currently receiving. If you are looking for just another Payroll Company, we can mimic what our competitors do, but you would be missing out in discovering why we have no equals in our market. When we deal with intelligent people who have the ability to recognize who we are and what we can do, we end up with a new client, as well as a new friend.

ACTION DATA SERVICES
REFERENCES
(Additional references available upon request)

Borough of Paramus Paramus, New Jersey	Sheri Luna (201)265-2100
Borough of Neptune City Neptune, New Jersey	William Antonides (732)776-7224
Borough of Brielle Brielle, New Jersey	Denise Murphy (732)528-6600
Borough of Cliffside Park Cliffside Park, New Jersey	Frank Berardo (201) 313-2054
Borough of Elmwood Park Elmwood Park, New Jersey	Roy Riggitano (201)796-1457
Kearny Board of Education Kearny, New Jersey	Juan Faciolince (201)955-5004
North Jersey District Water Supply Commission Wanaque, New Jersey	Michael Broncatello (973)831-6225
Township of Bedminster Bedminster, New Jersey	Debra Stern (908)212-7000
Township of Fairfield Fairfield, NJ	John McCluskey (973)882-2744
Borough of Waldwick Waldwick, New Jersey	Colleen Ennis (201)652-5300
Borough of Harrington Park Harrington Park, NJ	Kunjesh Trivedi (201) 768-8185
Moonachie Board of Education Moonachie, NJ 07074	Laurel Spadavecchia (201)641-5833

RESOLUTION
#2023-125

**AUTHORIZATION TO SIGN LEASE AGREEMENT WITH COUNTY OF
MIDDLESEX FOR PORTION OF HELME MILL PARK**

NOW, THEREFORE BE IT RESOLVED, that the Governing Body does hereby authorize the lease agreement between County of Middlesex and the Borough of Helmetta for a portion Helme Mill Park that is on County parkland,

TERM

The term of this lease shall be for twenty (20) years, commencing upon the full execution hereof. This lease may be renewed for an additional twenty (20) year period upon mutually agreeable terms. LESSOR may terminate this lease prior to its expiration upon giving LESSEE 180 days written notice.

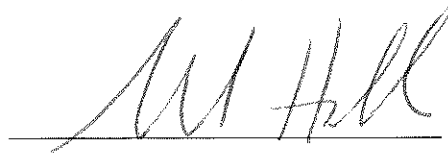
RENT

The parties agree that the LESSEE shall pay to the LESSOR the sum of One Dollar (\$1.00) Dollar as rent for the entire period of his lease, the receipt of which is hereby acknowledged by the LESSOR.

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

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 18, 2023



MELISSA HALLERMAN
Acting Municipal Clerk

THIS LEASE, dated the 18th day of October, 2023, between the COUNTY OF MIDDLESEX, a municipal corporation of the State of New Jersey, having its principal offices at 75 Bayard Street, in the City of New Brunswick, New Jersey (hereinafter "LESSOR" or "LANDLORD") and the BOROUGH OF HELMETTA whose address is 51 Main Street, in the Borough of Helmetta, New Jersey 08828 (hereinafter "LESSEE" or "TENANT"),

WITNESSETH:

WHEREAS, LESSOR owns land in the Borough of Helmetta known as Jamesburg Conservation Area, a portion of which is depicted as the area in Figure 1 – "Helme Mill Park Lease Agreement Area" (the "PROPERTY"). For the avoidance of doubt, a portion of the PROPERTY is located on Block 18, Lots 5.01 and 6 on the Tax Map of the BOROUGH OF HELMETTA; and

WHEREAS, LESSEE has used the PROPERTY for the exclusive use as a passive park containing walking trails, a picnic area, a play area, and parking lot; and

WHEREAS, the LESSOR wishes to renew its lease of the PROPERTY to LESSEE under the terms and conditions set forth herein; and

WHEREAS, LESSOR and LESSEE are authorized to enter into this Lease pursuant to N.J.S.A. 40A:12-14 and NJAC 7:36-25.13; and

NOW, THEREFORE, in consideration of the mutual promises, covenants and conditions between the parties hereto and contained herein, LESSOR and LESSEE do mutually agree as follows:

1. DESCRIPTION

A. LESSOR shall lease to LESSEE the Property consisting of a portion of Block 18, Lots 5.01 and 6 on the Tax Map of the Borough of Helmetta as depicted in Figure 1 – "Helme Mill Park Lease Agreement Area".

- B. The LESSEE shall be responsible for all maintenance and repairs of all improvements and equipment as well as the maintenance of the grounds leased hereunder.
- C. The PROPERTY shall be used exclusively as a passive park, containing walking trails, a picnic area and play area, together with a parking lot.
- D. LESSEE may construct any improvements on the PROPERTY that is desired consistent with the intended purpose, subject to the prior written consent of the Middlesex County Director of Parks and Recreation and County Engineer. The LESSEE shall construct all such improvements at its sole cost and expense and shall be responsible for all maintenance of such improvements. If the LESSOR requires the LESSEE to change the construction plans, then the LESSEE shall be responsible for the increased costs, which result from said changes being made. All such improvements shall belong to and become the property of the LESSOR and shall be surrendered with the premises upon expiration of this lease.
- E. Additionally, the LESSEE is hereby granted unlimited use of the PROPERTY for the purposes specified above, during any day and hour that the LESSEE deems appropriate, as long as said use does not violate any County or Borough ordinances or State statutes or regulations.

2. TERM

The term of this lease shall be for twenty (20) years, commencing upon the full execution hereof. This lease may be renewed for an additional twenty (20) year period upon mutually agreeable terms. LESSOR may terminate this lease prior to its expiration upon giving LESSEE 180 days written notice.

3. RENT

The parties agree that the LESSEE shall pay to the LESSOR the sum of One Dollar (\$1.00) Dollar as rent for the entire period of his lease, the receipt of which is hereby acknowledged by the LESSOR.

4. UTILITIES AND SERVICES

Subject to any approvals required under 1(D) above, LESSEE shall arrange, install, and pay for all utilities and services required for the PROPERTY as necessary. The LESSEE, in its sole discretion, shall be responsible for scheduling of all activities at the PROPERTY.

**5. ACCEPTANCE/LESSEE RESPONSIBILITY/QUIET
ENJOYMENT/COMPLIANCE**

- A. LESSEE is familiar with the PROPERTY as per its prior lease and further has inspected the PROPERTY and accepts the premises in an "as is" condition.
- B. The LESSEE shall be responsible for all maintenance and repairs of all improvements and equipment as well as the maintenance of the groups, leased hereunder. The LESSEE shall be responsible for seeding, grading, grass cutting, and overall maintenance of the PROPERTY as necessary, including prompt removal of trash, rubbish, and refuse.
- C. The LESSEE's use of the PROPERTY shall be non-exclusive and LESSOR reserves the right to use the PROPERTY. LESSOR agrees to provide reasonable notice to LESSEE if such use is anticipated to interfere with LESSEE's use of the PROPERTY.
- D. The LESSEE shall utilize the PROPERTY in such a manner as to not unreasonably interfere with the LESSOR's use of the PROPERTY as Open Space. LESSEE hereby agrees to comply with any and all ordinances, statutes, regulations, laws and restrictions, whether they be federal, state,

county, or municipal, including, but not limited to, N.J.A.C. 7:36-25.13. The LESSEE further agrees to keep and maintain the PROPERTY in a neat, clean, and safe and sanitary condition. Should LESSOR determine that the PROPERTY is being utilized for a non-permitted purpose or that any provision of the lease agreement has been violated, it shall notify LESSEE to cease said non-permitted use within 30 days. Should LESSEE fail to terminate said non-permitted use, then this Lease shall automatically terminate at the end of said 30-day period without any further action required by LESSOR.

7. ENTIRE AGREEMENT

The parties hereto agree that this Lease represents the entire agreement between the parties; all negotiations, oral agreements and understandings are merged herein.

8. GREEN ACRES COMPLIANCE

If required, this agreement shall be subject to the approval of the New Jersey Green Acres Program. Should any portion of this Agreement violate any rules or regulations of the Green Acres Program, the parties agree that such rule or regulations shall pre-empt any term or condition provided for in this agreement or any other term or condition otherwise provided for by the parties hereto.

9. NON-ASSIGNMENT

LESSEE shall not transfer or assign all or any of its rights, obligations or benefits hereunder in whole or in part to any third party, without the prior written consent of LESSOR, which consent shall not be unreasonably withheld.

9. NOTICE

All notices under this Agreement shall be in writing and sent by registered or certified mail, postage prepaid, personally delivered or delivered by a recognized national overnight courier service such as UPS or Federal Express to the address for each party

noted below. Either party may change its address by giving notice. Notice shall be considered given and received upon actual receipt, or if notice is sent as above provided and delivery is refused or cannot be completed, upon first attempted delivery.

TO LESSOR: Middlesex County Office of Parks and Recreation
1030 River Road
Piscataway, New Jersey 08854
ATTN: Park Director

TO LESSEE: Borough of Helmetta
51 Main Street
Helmetta, New Jersey, 08828
ATTN: Borough Clerk

LESSEE shall annually submit a report to LESSOR setting out the use to which the leasehold was put during each year, and the activities it has undertaken in furtherance of the public purpose for which the leasehold was granted.

10. HOLD HARMLESS

- A. Any liability of the LESSOR hereunder shall be subject to the provisions of the New Jersey Tort Claims Act, N.J.S.A. 59-1.1 et seq., and the availability of funds as designated by the Legislature of the State of New Jersey. LESSEE shall be responsible for personal injuries and PROPERTY damage that may occur during the period that this Agreement is in effect, is as a result of the active or passive negligent acts of LESSEE, its employees, agents, sponsors, consultants, or volunteers, and which occur on the PROPERTY. Any claim for such personal injury or PROPERTY damage filed against the LESSOR must be filed in accordance with N.J.S.A. 59-8.1 et seq.
- B. LESSEE agrees to release, defend and hold harmless the LESSOR, its employees, officers, elected officials, agents successors and assigns, from and against any and all claims, demands, suits or actions, and liability, loss damages, or judgment, which may in any manner arise out of, or be occasioned by, or result from the use of the PROPERTY by LESSEE,

employees, agents, consultants, volunteers, or sponsors. This shall include, but not be limited to, any and all personal injuries and PROPERTY damage or environmental damage that arise out of this Agreement. Accordingly, LESSEE hereby agrees to defend, indemnify, and save harmless the LESSOR and its agents/employees, to the fullest extent permitted by law, against any and all claims, demands, actions, injuries, losses, liabilities, costs and expenses (including, without limitation, reasonable attorneys' fees and expenses) arising out of LESSEE's use of the PROPERTY, including when the active or passive negligence of the LESSOR is alleged or proven.

11. INSURANCE

LESSEE shall procure and maintain the following types of insurance coverage, duly issued by an insurance company authorized to do business in the State of New Jersey;

- A. COMPREHENSIVE GENERAL LIABILITY INSURANCE with a limit of \$1,000,000 per occurrence and \$5,000,000 aggregate for bodily injury and property damage.
- B. COMPREHENSIVE AUTOMOBILE LIABILITY INSURANCE
coverage for claims arising from owned, hired or non-owned vehicles with a combined single limit of not less than \$1,000,000 per occurrence for bodily injury and property damage.
- C. FIRE DAMAGE with a combined single limit of \$50,000.

The County of Middlesex, its officers, officials, employees, agents and volunteers shall be named as additional insured on all the above policies. LESSEE shall cause its contractors and sub-contractors to name the LESSOR as additional insured on all liability insurance policies related to their entry onto the PROPERTY, in accordance with the

aforementioned coverage. Evidence of such insurance shall be submitted to the LESSOR with the execution of this Agreement.

12. AMENDMENTS

The parties hereto agree that this Lease may be amended, supplemented, changed, modified or altered upon mutual agreement of the parties hereto in writing.

13. SUPERSEDES

This Lease supersedes and cancels all previous leases covering the Lease Premises.

14. INDEPENDENT CONTRACTOR

LESSEE shall, at all times, act as an independent contractor and not as an agent or employee of LESSOR. LESSEE agrees not to enter into any agreement or commitment on LESSOR's behalf.

15. WAIVER

Failure of either party to complain of any act or omission on the part of the other party, no matter how long same may continue, shall not be deemed a waiver by said party of any of its rights hereunder. No waiver by either party at any time, express or implied, of breach of any provision of this Lease shall be deemed to be a waiver of breach of any other provision or consent of any subsequent breach of the same or any other provision. The consent to or approval of any action on any one occasion by either party hereto shall not be deemed a consent to or approval of any other action on the same or any subsequent occasion. Acceptance by either party of any of the benefits of this Lease with knowledge of any breach thereof by the other party shall not be deemed a waiver by the party receiving the benefit of any rights or remedies to which it is entitled hereunder or by law.

16. SUCCESSION AND BINDING AGREEMENT

Except as otherwise set forth herein, all of the terms and provisions of this Lease shall be binding upon and shall insure to the benefit of LESSOR's successors and assignees and LESSEE's heirs, executors, administrators, successors and assigns.

17. HEADINGS

The Article, Paragraph and Subparagraph headings throughout this Lease are for convenience and reference only, and the words contained therein shall in no way be held to explain, modify, amplify, or aid in the interpretation, construction or meaning of the provisions of this Lease.

[EXECUTION PAGE TO FOLLOW]

IN WITNESS WHEREOF, the parties have caused this Lease Agreement to be executed the day and year first above written.

ATTEST:

BOROUGH OF HELMETTA



Melissa Hallerman
Clerk

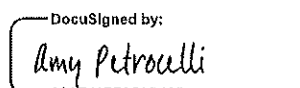


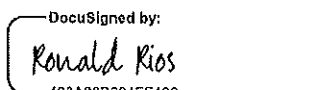
Christopher Slavicek
Mayor

DATE: 10/18/2023

ATTEST:

COUNTY OF MIDDLESEX

DocuSigned by:

AMY R. PETROCELLI
Clerk

DocuSigned by:

RONALD G. RIOS
Commisssioner Director

DATE: 11/14/2023 | 11:40 AM EST

Approved as to form and legality

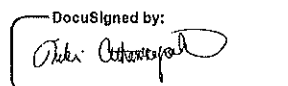
DocuSigned by:

NIKI ATHANASOPOULOS
First Deputy County Counsel

FIGURE 1 – “Helme Mill Park Lease Agreement Area”

Helmetta Pond License Agreement Area



County Open Space



License Agreement Area

0 75 150 300
Feet



RESOLUTION

2023-126

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, Acting 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 October 18, 2023.



MELISSA HALLERMAN
Acting 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

P.O. #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	First Rcvd Date	Enc Date	Chk/Void Date	Invoice
23-00449	07/14/23	NATIO015	NATIONAL HIGHWAY PRODUCTS									
1	73-SRT	SIGNS/SHR	(PHASE 2)	2,470.00	3-01-26-765-020	B	STREETS & ROADS OE	R	07/14/23	10/06/23		S-ORD111419
23-00520	08/08/23	MAR005	MARTIN OVERHEAD DOOR									
1	FIX	COMMUNITY	CENTER DOOR	650.00	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	08/08/23	10/06/23		25341
23-00533	08/14/23	AUTOZ005	AUTOZONE STORES LLC									
1	TRANS	FLD	FOR 450 VEH.	16.39	3-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	08/14/23	10/06/23		6450911578
23-00568	09/05/23	AUTOZ005	AUTOZONE STORES LLC									
1	2-WIPE	BLADES	FOR DURANGO	55.58	3-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/05/23	10/06/23		6450937376
2	TAILGATE	PUSH PIN		3.79	3-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	09/05/23	10/06/23		6450937376
				59.37								
23-00582	09/12/23	POWER005	POWER PLACE									
1	BLADES	FOR MOWER	AND LABOR	141.83	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/12/23	10/06/23		1729420
23-00583	09/12/23	BRIO1	BRIAN'S LAWN MOWER									
1	REPAIR	TO WEED	WACKER	173.47	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/12/23	10/06/23		8/11/23
23-00584	09/12/23	MIDDL010	MIDDLESEX WELDING SUPPLY CO									
1	WELDING	TANKS		146.10	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/12/23	10/06/23		02314482
23-00585	09/12/23	BET01	BETTER LIVING									
1	POWER	SCRUB BRUSH/	HEX BOLTS	20.28	3-01-26-765-020	B	STREETS & ROADS OE	R	09/12/23	10/06/23		A588105
2	HEX	BOLTS		17.59	3-01-26-765-020	B	STREETS & ROADS OE	R	09/12/23	10/06/23		A587984
				37.87								
23-00597	09/13/23	CIR01	CIRCLE JANITORIAL SUPPLIES									
1	TRASH	LINERS/	CORDED EAR EZ	284.60	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/13/23	10/06/23		27438-23
2	TRASH	BAGS/	TOWEL/CLOROX	295.90	3-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	09/13/23	10/06/23		27413-23

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice
23-00597	09/13/23	CIR01	CIRCLE JANITORIAL SUPPLIES		Continued						
3	SOAP			52.50	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	09/13/23	10/06/23		27569-23
				633.00							
23-00598	09/13/23	HOW02	HOME DEPOT								
1	GLASSES/HEX BOLTS/SIGN POSTS			152.73	3-01-26-765-020	B STREETS & ROADS OE	R	09/13/23	10/06/23		
2	HEX/NUTS/WASHERS			51.22	3-01-26-765-020	B STREETS & ROADS OE	R	09/13/23	10/06/23		
3	TURF BLDER/HOSE SHUT OFF			287.89	3-01-26-765-020	B STREETS & ROADS OE	R	09/13/23	10/06/23		
				491.84							
23-00599	09/13/23	HOW02	HOME DEPOT								
1	VESTS/CLEANER/BATTERIES/BUTANE			84.17	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	09/13/23	10/06/23		
23-00600	09/13/23	HOW02	HOME DEPOT								
1	WEED HOES			55.96	3-01-28-796-020	B PARKS OE	R	09/13/23	10/06/23		
2	SPRAY PAINT/AA BATTERIES			60.77	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	09/13/23	10/06/23		
				116.73							
23-00601	09/13/23	HOW02	HOME DEPOT								
1	MANAPLAN BROOK PROJECT			119.94	G-02-15-026-022	B CLEAN COMMUNITIES 2023	R	09/13/23	10/06/23		
2	SPLICE FOR METER/TORCH			39.72	3-05-55-500-021	B WATER OPERATING OE	R	09/13/23	10/06/23		
3	SCREWS STR SIGNS			13.27	3-01-26-765-020	B STREETS & ROADS OE	R	09/13/23	10/06/23		
				172.93							
23-00608	09/20/23	SAMSL005	SAMS LIQUOR STORE								
1	REFRESHMENTS 9/23			165.00	T-13-55-000-007	B RESERVE FOR RECREATION TRUST	R	09/20/23	10/10/23		
23-00609	09/20/23	BRUNS005	BRUNSWICK SURVEYING, INC.								
1	DEED RESEARCH-FIRE DEPT			250.00	C-04-55-200-140	B RESERVE FOR HFD LOWER HOUSE REPAIRS	R	09/20/23	10/06/23		INV-005156
2	TOPOGRAPHIC SVY-FIRE DEPT			2,500.00	C-04-55-200-140	B RESERVE FOR HFD LOWER HOUSE REPAIRS	R	09/20/23	10/06/23		INV-005156
				2,750.00							
23-00611	09/21/23	SCHIN005	SCHINDLER ELEVATOR CORP.								
1	PREVENTATIVE MAINTENANCE			1,786.68	3-01-25-749-020	B FIRE DEPARTMENT OE	R	09/21/23	10/11/23		8106339234
2	INVOICE FEE			29.99	3-01-25-749-020	B FIRE DEPARTMENT OE	R	09/21/23	10/11/23		8106339234
				1,816.67							
23-00612	09/26/23	KEMPT005	KEMPTON FLAG								
1	REPLACEMENT OF FLAGS (43)			1,652.78	3-01-26-772-020	B BUILDINGS & GROUNDS OE	R	09/26/23	10/12/23		22714

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract	P.O. Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
23-00633	10/10/23	TUSCA005 TUSCANY	1 CATERING 9/23/23	5,500.00	T-13-55-000-007	B	RESERVE FOR RECREATION TRUST		R	10/10/23	10/12/23		29873
23-00635	10/10/23	VIL01 VILLA BORGHESE	1 PIZZA (9/23)	600.00	T-13-55-000-007	B	RESERVE FOR RECREATION TRUST		R	10/10/23	10/11/23		7877
23-00637	10/10/23	DJHME005 Wayne Handwerk Jr.	1 MUSIC HAYRIDES & BONFIRE 10/27	400.00	3-01-26-772-020	B	BUILDINGS & GROUNDS OE		R	10/10/23	10/12/23		880
23-00639	10/11/23	WIL04 WILSON, MARGARET	1 MEDICARE REIM-3RD QTR 2023	296.82	3-01-23-733-020	B	HEALTH INSURANCE EMPLOYEE		R	10/11/23	10/11/23		
			2 MEDICARE REIM-3RD QTR 2023	98.94	3-05-55-500-030	B	Health Insurance		R	10/11/23	10/11/23		
			3 MEDICARE REIM-3RD QTR 2023	98.94	3-07-55-500-030	B	Health Insurance		R	10/11/23	10/11/23		
				494.70									
23-00640	10/11/23	MARR005 MARRIOTT CALLAHAN & BLAIR	1 2023-3RD QTRLY RETAINER	1,062.50	3-01-21-720-020	B	PLANNING BOARD OE		R	10/11/23	10/11/23		
23-00641	10/11/23	WOOD005 WOODBRIDGE DEPT OF HEALTH	1 3RD QTR PAYMENT 2023	1,250.00	3-01-43-772-020	B	WOODBRIDGE ANIMAL CONTROL		R	10/11/23	10/11/23		3
23-00642	10/11/23	MID17 MIDDLESEX COUNTY TREASURER	1 FUEL USAGE AUGUST 2023	842.29	3-01-31-833-020	B	GASOLINE		R	10/11/23	10/11/23		CV-9-8-23
			2 FUEL USAGE SEPTEMBER 2023	845.55	3-01-31-833-020	B	GASOLINE		R	10/11/23	10/11/23		CV-9-9-23
				1,687.84									
23-00643	10/11/23	STA17 STAR2STAR COMMUNICATIONS	1 TELEPHONE (FD)	234.04	3-01-31-827-020	B	TELEPHONE COSTS		R	10/11/23	10/11/23		SUB01633103
			2 TELEPHONE (MUNICIPAL)	357.10	3-01-31-827-020	B	TELEPHONE COSTS		R	10/11/23	10/11/23		SUB01633104
				591.14									
23-00644	10/11/23	MCU01 Middlesex Cty Utilities Auth	1 DUMPING CHARGES-SEPT 2023	5,876.33	3-01-32-837-020	B	LANDFILL/DISPOSAL SOLID WASTE		R	10/11/23	10/11/23		
23-00645	10/11/23	XTE01 XTEL COMMUNICATIONS	1 TELEPHONE LINES #232731238	682.61	3-01-31-827-020	B	TELEPHONE COSTS		R	10/11/23	10/11/23		
23-00646	10/11/23	CEN07 CENTRAL JERSEY SECURITY	1 4TH QTR MONITORING 2023 (CRT)	150.00	3-01-26-772-020	B	BUILDINGS & GROUNDS OE		R	10/11/23	10/11/23		101206

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract	P.O. Type	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
23-00646	10/11/23	CEN07	CENTRAL JERSEY SECURITY		Continued							
			2 4TH QTR MONITORING 2023 (FIRE)	171.00	3-01-26-772-020			R	10/11/23	10/11/23		101207
				321.00								
23-00647	10/11/23	MCIO1	Middlesex Cty Improvement Auth									
			1 BRUSH TO CTY/MUNICIPAL SITE	233.29	3-01-43-786-020			R	10/11/23	10/11/23		AR040304
			2 LEAVES TO CTY/MUNICIPAL SITE	63.60	3-01-43-786-020			R	10/11/23	10/11/23		AR040304
			3 SINGLE FAMILY HOUSEHOLD	2,835.36	3-01-43-786-020			R	10/11/23	10/11/23		AR040285
				3,132.25								
23-00648	10/11/23	WBM01	W.B. MASON									
			1 RED STAMP	13.98	3-01-31-834-020			R	10/11/23	10/11/23		240980897
			2 HOLDERS	75.28	3-01-31-834-020			R	10/11/23	10/11/23		241022697
			3 BINDER	18.76	3-01-20-120-020			R	10/11/23	10/11/23		241193412
			4 BINDER	54.72	3-01-31-834-020			R	10/11/23	10/11/23		241132274
			5 TAPE DISPENSER	11.78	3-01-31-834-020			R	10/11/23	10/11/23		241193412
			6 FOLDERS	19.98	3-01-20-701-020			R	10/11/23	10/11/23		241231948
				194.50								
23-00651	10/12/23	MID02	MIDDLESEX COUNTY TREASURER									
			1 4TH QTR 2023 COUNTY TAXES	239,832.53	3-01-55-001-289			R	10/12/23	10/13/23		8900
23-00652	10/12/23	MID13	MIDDLESEX CO TREASURER									
			1 4TH QTR 2023 OPEN SPC & FRMLD	22,021.43	3-01-55-001-289			R	10/12/23	10/12/23		8900A
23-00656	10/12/23	JAM01	JAMESBURG - BOROUGH OF									
			1 OT-SPARK IN THE PARK 7/1/23	3,294.11	3-01-26-765-020			R	10/12/23	10/12/23		
23-00660	10/13/23	MELIS005	MELISSA HALLERMAN									
			1 MILEAGE REIMB FOR CLERK EXAM	35.37	3-01-20-120-020			R	10/13/23	10/13/23		CLERK EXAM
23-00666	10/16/23	TRE06	TREASURER ST OF NJ/MARRIAGE									
			1 MARRIAGE LICENSE JUL-SEP 2023	250.00	3-01-55-001-286			R	10/16/23	10/16/23		
23-00667	10/16/23	DOT01	DOT DESIGNING LLC									
			1 STREET SIGNS HELMETTA DAY	438.00	T-13-55-000-007			R	10/16/23	10/16/23		10714
23-00669	10/16/23	AMAZ0005	AMAZON CAPITAL SERVICES									
			1 BRAKE/FOG/TRAILER/TRUCK BULBS	99.67	3-01-26-315-020			R	10/16/23	10/16/23		1CLY-07QL-6QNT

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract	PO Type	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	Invoice
23-00669	10/16/23	AMAZON	CAPITAL SERVICES		Continued							
2			BLUE CANDLES/LIGHT FOR BORO	171.12	3-01-26-772-020	B	BUILDINGS & GROUNDS	OE	R	10/16/23	10/16/23	14FV-FHFF-VRTC
3			2-BUG KILLERS	71.95	3-01-26-772-020	B	BUILDINGS & GROUNDS	OE	R	10/16/23	10/16/23	1XX4-F9QC-70C1
4			SHACKLES	54.68	G-02-15-026-022	B	CLEAN COMMUNITIES	2023	R	10/16/23	10/16/23	1XX4-F9QC-70C1
5			STRAP FOR BROOK CLEANING	86.92	G-02-15-026-022	B	CLEAN COMMUNITIES	2023	R	10/16/23	10/16/23	1W6K-R6YW-3YXY
6			OVEN DOOR GASKET	12.65	3-01-26-772-020	B	BUILDINGS & GROUNDS	OE	R	10/16/23	10/16/23	1W6K-R6YW-3YXY
				496.99								
Total Purchase Orders:				37	Total P.O. Line Items:	65	Total List Amount:	299,739.45	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	3-01	289,787.31	0.00	289,787.31	0.00	0.00	289,787.31
WATER OPERATING FUND	3-05	138.66	0.00	138.66	0.00	0.00	138.66
SEWER OPERATING FUND	3-07	98.94	0.00	98.94	0.00	0.00	98.94
Year Total:		290,024.91	0.00	290,024.91	0.00	0.00	290,024.91
GENERAL CAPITAL FUND	C-04	2,750.00	0.00	2,750.00	0.00	0.00	2,750.00
GRANT FUND	G-02	261.54	0.00	261.54	0.00	0.00	261.54
GENERAL TRUST FUND	T-13	6,703.00	0.00	6,703.00	0.00	0.00	6,703.00
Total of All Funds:		299,739.45	0.00	299,739.45	0.00	0.00	299,739.45

July 2023

Municipal Clerk

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
9/5/2023	Slavicek	Trust/Helmetta Day Shirts		\$15.00 Cash
9/8/2023	Galyenko	Current/Wedding		\$28.00 Cash
9/11/2023	Grossman	Current/Certified Copies		\$30.00 Ck# 218
9/15/2023	Squillante	Current/Permit		\$50.00 MO# 28886906564
9/15/2023	Squillante	Current/Permit		\$4.00 MO# 28760948774
9/15/2023	Tompkins	Current/Wedding		\$28.00 Ck# 367
9/19/2023	Galyenko	Current/Wedding		\$75.00 Ck# 1351
9/21/2023	Kotora	Trust/Helmetta Day Shirts		\$15.00 Cash
9/22/2023	Vadinsky	Current/Wedding		\$28.00 Ck# 1163
9/22/2023	Lewis	Current/Permit		\$54.00 Ck#0546
9/22/2023	Lewis	Current/Permit		\$100.00 Ck#0547
9/27/2023	Dahl	Trust/Ornaments		\$15.00 Ck# 6431
9/28/2023	Slavicek	Trust/Helmetta Day Shirts		\$30.00 Cash

BOROUGH OF HELMETTA

REPORT OF THE TAX COLLECTOR

Tina Mc Dermott

TINA MCDERMOTT
TAX COLLECTOR

MONTH OF: SEPTEMBER

DATED: 10/3/2023

TAXES	2022	18.22
TAXES	2023	22,822.71
TAXES	2024	

ADJUSTMENTS

LIENHOLDER PAYMENT	182.09
--------------------	--------

INTEREST	710.87
----------	--------

182.09

COSTS FOR TAX SALE
LIEN REDEMPTION
RECORDING FEES
DUPLICATE CERT
DUPLICATE BILL
TAX SALE PREMIUMS

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2022	0.00	7,869.72	7,869.72
2023	(1,567.48)	1,580,180.77	1,578,613.29
2024	(0.01)	3,020,524.52	3,020,524.51
			<u>4,607,007.62</u>

TOTAL	<u>23,251.80</u>
-------	------------------

TAX COLLECTORS TRUST

Ledger Bal

PRIOR BALANCE

<u>42,747.30</u>	8/31/2023
------------------	-----------

DEPOSITS 3.62 Bank Int
2,500.00 TAX SALE DEPOSIT

<u>45,250.92</u>

DISBURSMENTS

<u>0.00</u>

Statement Balance

BANK BALANCE	45,250.92	9/30/2023
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BOROUGH OF HELMETTA
2022
 DELINQUENT TAXES AS OF:

9/30/23

		TOTAL	Penalty	<u>2022</u>
				0.00
DECEMBER				<u>54,634.48</u>
<u>2022</u>	Cash Recpts		adj	
JANUARY	54,634.48	(11,216.24)		43,418.24
FEBRUARY	43,418.24	(8,622.79)		34,795.45
MARCH	34,795.45	(2,818.49)	(2,599.33)	29,377.63
APRIL	29,377.63	(4,053.37)		25,324.26
MAY	25,324.26	(17.72)		25,306.54
JUNE	25,306.54	(7,648.96)		17,657.58
JULY	17,657.58	(4,806.37)		12,851.21
AUGUST	12,851.21	(4,963.27)		7,887.94
SEPTEMBER	7,887.94	(18.22)		7,869.72
OCTOBER				0.00
NOVEMBER				
BALANCE				<u>\$ 7,869.72</u>



481 Spotswood Englishtown Road, Monroe Township, New Jersey 08831
T 732.605.9440 F 732.605.9444

ENGINEERS REPORT
OCTOBER 12, 2023

1. **BOROUGH HALL STAIRWAY IMPROVEMENTS** -- Construction is ongoing. Project is expected to be completed by the end of October.
2. **2022-2023 NJDOT LAKE AVENUE IMPROVEMENTS** -- A preconstruction meeting was held on October 6. Contractor is expected to begin work within the next few weeks.

Respectfully,
Kevin Meade, Borough Engineer

ORDINANCE 2023-04

**AN ORDINANCE OF THE BOROUGH OF HELMETTA AMENDING AND
SUPPLEMENTING CHAPTER 55 OF THE CODE OF THE BOROUGH OF
HELMETTA "VEHICLES AND TRAFFIC" SECTION 55-28 Schedule I**

WHEREAS; The Mayor and Council have received requests to amend the Parking Ordinance Sections of the Code of the Borough of Helmetta to remedy and correct certain problems that have arisen within the Borough concerning Traffic flow and public Parking; and

WHEREAS; The matter was referred to the Borough Engineer for an evaluation and suggestions; and

WHEREAS; The Borough Engineer has recommended that certain provisions of the Borough Parking Ordinance be amended and supplemented to meet the concerns of the citizens.

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Mayor and Council of the Borough of Helmetta as follows:

Section 55-28 Schedule I is hereby Amended and Supplemented as follows:

Add the following:

<u>NAME OF STREET</u>	<u>SIDE</u>	<u>LOCATION</u>
MAPLE STREET	SOUTH	<i>From the intersection of Holly House Drive To 156' in the Westerly Direction.</i>
MAPLE STREET	SOUTH	<i>From the intersection of Holly House Drive to 112' in the Easterly direction.</i>

(New Section). 55-9 A. Parking Prohibited during certain hours on certain streets and public parking lots, Helmetta Borough Hall 51 Main Street, Helmetta Community Center 1 Brookside Place, Maple Street Park and Pavilion.

55-9A: No person shall park a motor vehicle of any nature or type whatsoever overnight in any public parking lot or space owned, operated or controlled by the Borough of Helmetta.

Schedule II Section 55-29 is hereby amended to reflect this ordinance amendment.

Article II Effective Date:

This ordinance shall take effect immediately upon its passage and adoption according to law.

ORDINANCE 2023-04
BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

Introduced: September 19, 2023

Recorded Vote

Motion made by Council President Karczewski
Second by Councilman Stasi

Roll Call

	AYES	NAYS	ABSTAIN	ABSENT
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			✓
Councilman Dzingleski				
Councilman Reid	✓			
Councilman Stasi	✓			

Adopted on First Reading
Dated: September 19, 2023

Melissa Hallerman, Municipal Clerk

Adopted: October 18, 2023

Recorded Vote

Motion made by

Second by

Roll Call

	AYES	NAYS	ABSTAIN	ABSENT
Council President Karczewski				
Councilwoman Bohinski				
Councilman Duffy				
Councilman Dzingleski				
Councilman Reid				
Councilman Stasi				

Adopted on Second Reading
Dated: October 18, 2023

Melissa Hallerman, Municipal Clerk

CENTER STATE ENGINEERING

481 Spotswood Englishtown Road, Monroe Township, New Jersey 08831
☎ 732.605.9440 ☎ 732.605.9444

Monday, June 26, 2023

Ms. Melissa Hallerman, Acting Township Clerk
51 Main Street
Helmetta, NJ 08828

**Re: NO PARKING-Maple Street
Ordinance Revisions**

Dear Ms. Hallerman:

In response to Council and resident requests, the Department of Engineering evaluated site distances on Maple Street to determine the safety and feasibility of on-street parking.

As such, we recommend that the Borough Council take action to amend the Helmetta Borough Ordinance, §55-28, Schedule I, related to vehicle parking, as noted:

Ordinance §55-28, Schedule I
To include the following descriptions:

Add:

<u>Name of Street</u>	<u>Side</u>	<u>Location</u>
Maple Street	South	from the intersection of Holly House Drive to 156' in the Westerly direction
Maple Street	South	from the intersection of Holly House Drive to 112' in the Easterly direction

Please advise if you require additional information about any of these proposed changes.

Sincerely,

Kevin Meade, PE, CME
Borough Engineer

Cc: Honorable Mayor Chris Slavicek
Salvatore Masucci, Business Administrator
Paul Reed, DPW

HOME NEWS TRIBUNE ^{Central}Jersey.com

A GANNETT COMPANY

Classified Ad Receipt (For Info Only - NOT A BILL)

Customer: BORO OF HELMETTA

Ad No.: 0005830874

Address: 51 MAIN ST
HELMETTA NJ 08828
USA

Pymt Method Invoice
Order Amount \$80.63

Run Times: 1

No. of Affidavits: 1

Run Dates: 09/24/23

Text of Ad:

BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX
NOTICE OF PENDING ORDINANCE 2023-04

The ordinance, the 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 September 19, 2023. 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 October 18, 2023, at 7:00 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:

ORDINANCE NO. 2023-04: AN ORDINANCE OF THE BOROUGH OF HELMETTA AMENDING AND SUPPLEMENTING CHAPTER 55 OF THE CODE OF THE BOROUGH OF HELMETTA "VEHICLES AND TRAFFIC" SECTION 55-28 Schedule I WHEREAS; The Mayor and Council have received requests to amend the Parking Ordinance Sections of the Code of the Borough of Helmetta to remedy and correct certain problems that have arisen within the Borough concerning Traffic flow and public Parking; and WHEREAS; The matter was referred to the Borough Engineer for an evaluation and suggestions; and WHEREAS; The Borough Engineer has recommended that certain provisions of the Borough Parking Ordinance be amended and supplemented to meet the concerns of the citizens. NOW, THEREFORE, BE IT HEREBY ORDAINED by the Mayor and Council of the Borough of Helmetta as follows: Section 55-28 Schedule I is hereby Amended and Supplemented as follows: Add the following: MAPLE STREET, SOUTH From the intersection of Holly House Drive to 156' in the Westerly Direction. MAPLE STREET SOUTH From the intersection of Holly House Drive to 112' in the Easterly direction. (New Section). 55-9 A. Parking Prohibited during certain hours on certain streets and public parking lots, Helmetta Borough Hall 51 Main Street, Helmetta Community Center 1 Brookside Place, Maple Street Park and Pavilion. 55-9A: No person shall park a motor vehicle of any nature or type whatsoever overnight in any public parking lot or space owned, operated or controlled by the Borough of Helmetta. Schedule II Section 55-29 is hereby amended to reflect this ordinance amendment. Article II Effective Date: This ordinance shall take effect immediately upon its passage and adoption according to law.

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

(\$45.63)
0005830874 01

HOME NEWS TRIBUNE ^{my}CentralJersey.com

A GANNETT COMPANY

Agency:

BORO OF HELMETTA
51 MAIN ST
HELMETTA, NJ 08828
ATTN: oiuytr
Acct: ASB-073171

Client: BORO OF HELMETTA
51 MAIN ST,
HELMETTA, NJ 08828

Acct No: ASB-073171

This is not an invoice

Order #	Advertisement/Description	# Col x # Lines	Rate Per Line	Cost
0005830874	lkjhgf BOROUGH OF HELMETTA COUNTY OF MIDDLESEX NOTICE OF PUBLIC ORDINANCE 202304 THE ORDINANCE THE TERMS OF WHICH, INCLUDED HEREIN WAS INTRODUCED AND PASSED DUPO	3 col x 39 lines	\$0.44	\$45.63
		Affidavit of Publication Charge	1	\$35.00
		Tearsheet Charge	0	\$0.00
		Order Total Due:		\$80.63

Run Dates: 09/24/2023

Check #: _____

Date: _____

CERTIFICATION BY RECEIVING AGENCY

I, HAVING KNOWLEDGE OF THE FACTS, CERTIFY AND DECLARE THAT THE
GOODS HAVE BEEN RECEIVED OR THE SERVICES RENDERED AND ARE IN
COMPLIANCE WITH THE SPECIFICATIONS OR OTHER REQUIREMENTS, AND SAID
CERTIFICATION IS BASED ON SIGNED DELIVERY SLIPS OR OTHER REASONABLE
PROCEDURES OR VERIFIABLE INFORMATION.

SIGNATURE: _____

TITLE: _____ DATE: _____

CERTIFICATION BY APPROVAL OFFICIAL

I CERTIFY AND DECLARE THAT THIS BILL OR INVOICE IS CORRECT, AND THAT
SUFFICIENT FUNDS ARE AVAILABLE TO SATISFY THIS CLAIM. THE PAYMENT
SHALL BE CHARGEABLE TO:

APPROPRIATION ACCOUNT(S) AND AMOUNTS CHARGED: P.O. #

SIGNATURE: _____

TITLE: _____ DATE: _____

CLAIMANT'S CERTIFICATION AND DECLARATION:

I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THIS BILL OR INVOICE IS CORRECT IN ALL ITS PARTICULARS; THAT THE
GOODS HAVE BEEN FURNISHED OR SERVICES HAVE BEEN RENDERED AS STATED HEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR
PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT HEREIN STATED IS JUSTLY DUE AND OWING;
AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

Date: 09/24/2023

Federal ID #: 061032273

Signature: _____



Official Position: Clerk

Kindly return a copy of this bill with your payment so that we can assure you proper credit.

Home News Tribune
New Jersey Press Media Solutions
P.O. Box 677599

AFFIDAVIT OF PUBLICATION

Publisher's Fee \$45.63 Affidavit \$35.00

STATE OF WISCONSIN
Brown County

Personally appeared Mariah Verhagen at County of Brown, State of Wisconsin.

Of the **Home News Tribune**, newspaper printed in Freehold, New Jersey and published in East Brunswick, in State of New Jersey and County of Middlesex, and of general circulation in Middlesex County, who being duly sworn, depose and saith that the advertisement of which the annexed is a true copy, has been published in the said newspaper 1 times, once in each issue dated as follows:

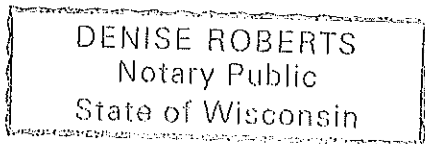
09/24/2023 A.D 2023

Denise Roberts

Notary Public State of Wisconsin County of Brown

4-6-27

My commission expires



BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX

NOTICE OF PENDING ORDINANCE 2023-04

The ordinance, the 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 September 19, 2023. 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 October 18, 2023, at 7:00 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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MELISSA HALLERMAN, Acting Municipal Clerk
Borough of Helmetta
County of Middlesex, New Jersey

(\$45.63)

0005830874-01

ORDINANCE 2023-04
BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

Introduced: September 19, 2023

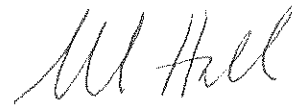
Recorded Vote

Motion made by *Council President Karczewski*
Second by *Councilman Stasi*

Roll Call

	AYES	NAYS	ABSTAIN	ABSENT
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			✓
Councilman Dzingleski				
Councilman Reid	✓			
Councilman Stasi	✓			

Adopted on First Reading
Dated: September 19, 2023



Melissa Hallerman, Municipal Clerk

Adopted: October 18, 2023

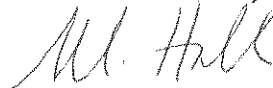
Recorded Vote

Motion made by *Councilman Dzingleski*
Second by *Councilman Duffy*

Roll Call

	AYES	NAYS	ABSTAIN	ABSENT
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			
Councilman Dzingleski	✓			
Councilman Reid	✓			
Councilman Stasi				✓

Adopted on Second Reading
Dated: October 18, 2023



Melissa Hallerman, Municipal Clerk

RESOLUTION
#2023-127

AUTHORIZATION TO AMEND THE COMMUNITY CENTER RENTAL FEES

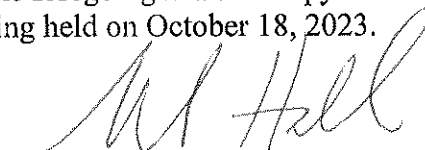
BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, to authorize an amendment of the Community Center rental fees effective as of October 19, 2023, are as follows:

1. Rental for residents is \$450.00.
2. Rental for non-residents is \$750.00.
3. The cleaning service fee is \$250.00 (non-refundable).
4. Security deposit of \$500.00.

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

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 18, 2023.



MELISSA HALLERMAN
Acting Municipal Clerk

RESOLUTION

#2023-128

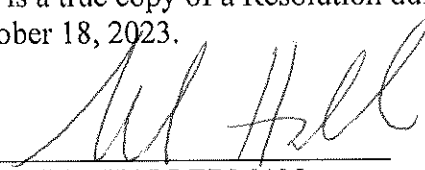
CONTRACT AGREEMENT WITH DYNASTY COMMERCIAL CLEANING

BE IT RESOLVED, by the Governing body of the Borough of Helmetta, hereby authorizes Dynasty Commercial Cleaning as of November 1, 2023 for one year of cleaning services for the Community Center.

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

CERTIFICATION

I, Melissa Hallerman, Acting 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 October 18, 2023.



MELISSA HALLERMAN
Acting Municipal Clerk

Dynasty Commercial Cleaning LLC



Borough of Helmetta

1 Brookside Pl Helmetta, NJ

Middlesex County, NJ 08828

Attention: Salvatore Masucci, Business Administrator

Since 2017

Dynastycommercialcleaning.com

Dynasty Commercial Cleaning LLC

Janitorial Proposal

Borough of Helmetta

Dear Salvatore,

Thank you for the opportunity to prepare a janitorial quote for Borough of Helmetta. Happy customers are the lifeblood of our business and we know that the number one way to keep you happy is to consistently keep your facility clean!

We achieve that goal by properly supervising and training our staff, using very specific cleaning checklists and inspecting all completed work. In addition, we'll regularly stay in touch with you using your preferred method(s) of communication (i.e. log books, emails, phone calls or personal visits).

We appreciate the time and effort that goes into the consideration of our proposal and encourage you to call if you require any additional information or have any questions or concerns.

At Dynasty Commercial Cleaning LLC, we look forward to the possibility of teaming up with you and Borough of Helmetta!

Sincerely,

Andre Callender
Chief Executive Officer
Dynasty Commercial Cleaning LLC

Table Of Contents

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About Us 5

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Janitorial Proposal Page 10

Service Maintenance Agreement 11

References 13

Contact Information

Dynasty Commercial Cleaning LLC

**13 Smalley Rd
Edison, New Jersey 08817**

(866) 394-2897 business

(908) 380-9945 cell

Dynastycommercialcleaning.com

andre.callender@dynastycommercialcleaning.com

About Us

Company Profile

Dynasty Commercial Cleaning services is just about any industry you can think of. We have experience in cleaning schools, daycares, commercial offices, gyms and fitness centers, restaurants, worship facilities, healthcare facilities, car dealerships, hotels, and more...

Our services include carpet cleaning, stripping and waxing floors, interior windows, and more.

Vision Statement

Our Vision is to provide the cleanest, healthiest, and safest environment as we believe that it's our partners' and clients' right to enjoy such privileges.

We aim to be the best commercial cleaning company in Northern and Central New Jersey and we can achieve it by sharing the same goal, vision, passion, and commitment with our dedicated and trained cleaning specialist.

Mission Statement

Dynasty Commercial Cleaning is a premier full-service commercial cleaning company. We are dedicated to providing a wide range of janitorial services.

Our trained cleaning specialists are knowledgeable and friendly. We are committed to both you and the customers you serve and therefore strive not only to meet but exceed your janitorial needs.

Our commitment to excellence and to building long-term partnerships drives us to provide the best possible building maintenance service.

Experience

- Gyms
- Construction Cleanup
- Janitorial
- Day Care Centers
- Office Buildings
- Private schools
- Apartment Move-out
- Property Management Facilities

**Proposal for
Borough of Helmetta**

**Cleaning Specifications for
Borough of Helmetta - 6,100 Sq. Feet**

SERVICE PROVIDED: Per cleaning

General Cleaning

- | | |
|---|-------------|
| · Clean entrance/exit glass doors | Every visit |
| · Spot clean interior glass | Every visit |
| · Clean and Polish all water fountains | Every visit |
| · Clean / Wipe all horizontal and vertical surfaces | Every visit |
| · Empty all trash | Every visit |
| · Sweep and mop all hard surface floors | Every visit |

Entrance Lobby

- | | |
|---|-------------|
| · Spot clean all walls, light switches and doors | Every visit |
| · Clean/Dust all horizontal and vertical surfaces | Every visit |
| · Clean entrance/exit glass doors | Every visit |
| · Spot clean inside windows | Every visit |
| · Spot clean interior glass | Every visit |
| · Clean and Polish all water fountains | Every visit |
| · Empty trash, replace liner each time | Every visit |
| · Sweep and mop all hard surface floors | Every visit |
| · Arrange furniture | Every visit |

Open Gathering Area

- | | |
|---|-------------|
| · Spot clean all walls, light switches and doors as needed | Every visit |
| · Clean/Dust all horizontal and vertical surfaces, i.e. desks, shelves, etc., as needed | Every visit |
| · Clean all tables and chairs | Every visit |
| · Empty trash, replace liner each time | Every visit |
| · Sweep and mop all hard surface floors | Every visit |
| · Arrange tables, chairs and furniture | Every visit |

Resource all-purpose rooms

- | | |
|---|-------------|
| · Spot clean all walls, light switches and doors as needed | Every visit |
| · Clean/Dust all horizontal and vertical surfaces, i.e. desks, shelves, etc., as needed | Every visit |
| · Empty trash, replace liner each time | Every visit |
| · Arrange Furniture | Every visit |

**Proposal for
Borough of Helmetta**

Kitchen/Serving Area

- | | |
|---|-------------|
| · Clean / Wipe all horizontal and vertical surfaces | Every visit |
| · Clean / Wipe sink area | Every visit |
| · Restock paper and soap products | Every visit |
| · Clean exterior of refrigerator and stove | Every visit |
| · Clean interior / exterior of microwaves | Every visit |
| · Clean / Wipe all tables and chairs | Every visit |
| · Clean / Wipe exterior of cabinets | Every visit |
| · Empty all trash | Every visit |
| · Sweep and mop floors | Every visit |
| · Clean refrigerator and freezer inside and out. | Every visit |

Corridors and Hallways

- | | |
|---|-------------|
| · Spot clean walls, doors and light switches | Every visit |
| · All hard floors swept, dust-mopped and mopped | Every visit |

All Restrooms

- | | |
|---|-------------|
| · Restock paper and soap products | Every visit |
| · Clean sinks and countertops | Every visit |
| · Clean and polish restroom dispensers and fixtures | Every visit |
| · Clean and polish restroom metal and mirrors | Every visit |
| · Clean and disinfect sanitary napkin dispensers | Every visit |
| · Clean and disinfect all toilets and urinals | Every visit |
| · Spot clean tile walls and toilet partitions | Every visit |
| · Sweep and mop floors | Every visit |

Trash

- | | |
|--|-------------|
| · All trash is to be emptied, use new liners each time | Every visit |
| · Leave extra trash liners in bottom of cans | Every visit |
| · Clean/Wipe all trash can lids | Every visit |
| · Take trash to dumpster | Every visit |

Hard Floors

- | | |
|--|-------------|
| · All hard floors swept, vacuumed or dust mopped | Every visit |
| · All hard floors wet mopped lightly | Every visit |

End of Night

- | | |
|---|-------------|
| · Clean and straighten janitorial closet | Every visit |
| · Turn off lights and lock doors per instructions | Every visit |
| · Set alarm per instructions | Every visit |

Floor Care Maintenance

- | | |
|---------------------------------|------------|
| · Strip and waxing of the floor | On request |
|---------------------------------|------------|

**Proposal for
Borough of Helmetta**

**Proposal for
Borough of Helmetta**

**Janitorial Services Proposal
for
Borough of Helmetta**

At Dynasty Commercial Cleaning LLC, we thank you for your consideration of our proposal to provide janitorial services for Borough of Helmetta. We look forward to a mutually satisfying relationship and are committed to providing you with professional and affordable services, with a goal of exceeding all expectations.

The following facility and pricing information is submitted for your review:

- Total Cleanable space for your facility: 6,100 Square Feet
- Cleaning Frequency: Per cleaning and Once a Month Cleaning
- Cleaning Days: Saturday Night. Borough will advise if Friday night is needed as well. No Sunday cleaning.
- Cleaning Start Time: 90 minutes after the end of the event.

**Dynasty Commercial Cleaning LLC's Proposal for
Janitorial Service is \$210.00 Per Cleaning including Set-Up**

Floor Care Maintenance is \$0.78 Per Square Footage

Andre Callender
Chief Executive Officer
Dynasty Commercial Cleaning LLC

**Proposal for
Borough of Helmetta**

Janitorial Service Agreement

The following points for your review are included in this janitorial proposal simply to clarify and solidify a relational foundation between Dynasty Commercial Cleaning LLC and the Borough of Helmetta. They are as follows:

1. The cleaning service will commence NINETY MINUTES (90) after the END OF EVENT (times vary).
2. Dynasty Commercial Cleaning LLC agrees to provide all labor, supervision, materials, and equipment necessary to complete the services as outlined in the Cleaning Specifications part of this proposal.
3. Dynasty Commercial Cleaning LLC will provide and maintain all insurance as required by state statute.
4. Consumable products such as trash bags, toilet paper/kitchen towel paper, a usage washroom, and the like, will be provided by Borough of Helmetta.
5. Dynasty Commercial Cleaning LLC can provide consumable products such as, can liners, toilet tissue, roll towels, soap products, time mist aerosols, and the like, at a mutually agreed upon price.
6. Any additional requested work, not in this janitorial proposal will be performed at a mutually agreed-upon price.
7. The initial term of this agreement shall be 1 year from the start date of services. Either party shall have the option, with or without cause, to terminate this agreement at any time with 30 days written notice.
8. In the event that Dynasty Commercial Cleaning LLC continues to provide services to Borough of Helmetta beyond the initial term of this agreement, it is agreed that this agreement will continue in effect until 30 days written notice is given by either party.
9. Invoicing will be on the 1st of the current month, due on the 20th of the same month. Autopay/ACH will be deducted every 30 days at the end of each month. Please be aware that we will charge 1.5% interest per month on late invoices.
10. Janitorial services will be \$210.00 per cleaning including set-up, plus any applicable taxes and/or any specialty work pricing and/or any consumable products as spelled out in point #4.
11. Any modification to this agreement needs to be mutually agreed upon by both parties and in writing.

THIS AGREEMENT entered into between Dynasty Commercial Cleaning LLC whose address is 13 Smalley Rd Edison, New Jersey 08817 and Borough of Helmetta whose address is 1 Brookside Pl Helmetta, NJ Middlesex County, NJ 08828 will commence on _____ for a period of 1 year.

**Proposal for
Borough of Helmetta**

Dynasty Commercial Cleaning LLC

Borough of Helmetta

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

References

References

Anthony Ditommaso

(973)879-1037

Maximalian Dorne

(973)476-8710