



REORGANIZATION MEETING OF MAYOR AND COUNCIL  
JANUARY 1, 2026 - MINUTES  
7:00PM

- \* MEETING CALLED TO ORDER by Mayor Christopher Slavicek at 7:05pm
- \* SALUTE TO THE FLAG - MOMENT OF SILENCE was held for our armed troops protecting our freedom.
- \* 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 Princeton Packet newspapers, Borough of Helmetta website, 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.

- \* CERTIFICATION OF ELECTION RESULTS OF NOVEMBER 4, 2025, by Municipal Clerk, Melissa Hallerman

- \* ADMINISTRATION OF OATH OF OFFICE TO:

Ronald Dzingleski  
Joseph Reid

- \* CALLING OF THE ROLL

Mayor Christopher Slavicek

Councilmembers: Sandra Bohinski – arrived at 7:10pm  
Michael Duffy  
Ronald Dzingleski  
Peter Karczewski  
Joseph Reid

- \* 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

speaking. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed or with the intent to harass will be tolerated. If such behavior occurs, then that individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

No one from the public spoke.

Mayor Slavicek read a statement:

Dear Neighbors and friends:

As we stand on the threshold of a brand-new year, I want to express my gratitude to our Borough employees, first responders, avid volunteers, service providers, local businesses, residents, and the greater community. This past year has had its challenges and triumphs, but the true highlight has been the shared journey amongst the Helmetta family and community.

The New Year is often seen as a blank book, a fresh page waiting to be written. This past year, we learned valuable lessons: we discovered resilience we didn't know we had, and we celebrated moments of pure, simple joy. It's not about making a brand-new start as much as it is about making a brand-new ending to our story.

The Borough Administration, Governing Body, and team have worked collaboratively to provide distinct services to our residents. Through robust recreational programs and events, Borough beautification, and sound fiscal responsibility each chapter in our 2025 story book was well-written.

As we turn the page to 2026, my hope for us is simple: that we look for potential, not flaws, and that we greet the future with open hearts and curious minds.

So, as we close this chapter and welcome all the possibilities that lie ahead, here's to a 2026 novel year filled with health, happiness, growth, and unforgettable memories.

Happy New Year, Helmetta!

Mayor Slavicek congratulated Joseph Kotora for being named the 2025 Employee of the Year. He is the former and long-term Fire Marshal and Code Enforcer. He also congratulated Chief Craparotta on his retirement from the Jamesburg Police Department after 36 ½ years.

Councilman Dzingleski thanked all the residents that voted and re-elected him a Councilman. He will be starting his 10<sup>th</sup> year as a Council member. He would like to thank the Mayor, Council and Administration for all that they do. He is looking forward to continuing to serve the residents of Helmetta.

Councilman Reid thanked everyone for re-electing him as he begins to serve his third term. He stated that it has been an honor to serve the last 10 years as a Councilman. 2025 was great and he is looking forward to an even better 2026. Happy and Healthy New Year to everyone!



Council President Karczewski wished everyone a Happy and Healthy New Year! He thanked the Public Works Department, Public Safety, and Fire Department, they are often the unsung heroes of the Borough. We are truly the small town with a big heart. Councilman Duffy congratulated Councilman Reid and Councilman Dzingleski on their re-election and he is looking forward to working with them.

Councilwoman Bohinski apologized for being late. She congratulated Councilman Reid and Councilman Dzingleski. Great things will be coming in 2026!

**\* ELECTION OF COUNCIL PRESIDENT**

**RESOLUTION:**

2026 – 01: Council President

Councilman Reid nominated Councilman Karczewski for Council President. Councilman Duffy seconded it.

ROLL CALL VOTE: 5-0

**\* CONSENT AGENDA**

The following routine items and resolutions will be adopted in unison as a Consent Agenda and are to be considered as one vote by the Borough Council and will be enacted by one motion.

2026 -

- 02: Appointment of Borough Attorney – Sandra Graise, Esq.
- 03: Rules to Govern 2026
- 04: Appointment of Standing Committees
- 05: Meeting Dates for 2026
- 06: Appointment of Borough Auditor – Gerard Stankiewicz, CPA, RMA
- 07: Appointment of Borough Engineer – Center State Engineering
- 08: Appointment of Borough Planner - Center State Engineering
- 09: Appointment of Labor and Employment Counsel - Matthew Giacobbe, Esq.
- 10: Appointment of Bond Counsel – Meghan Ann Bennett
- 11: Appointment of Municipal Prosecutor – Jennifer A. Burgess, Esq.
- 12: Appointment of Public Defender – Fred Roselli
- 13: Appointment of Code Enforcer – George Wallace
- 14: Appointment of Fire Marshal – George Wallace
- 15: Appointment of Abandoned/Vacant Property Official – George Wallace
- 16: Appointment of Tax Search Official – Tina McDermott
- 17: Appointment of Assessment Search Official – Melissa Hallerman
- 18: Appointment of Assistant Tax Collector, Utility Revenue Collector – Carol Feig
- 19: Appointment of Deputy Registrar – Tina McDermott
- 20: Appointment of Municipal Court Administrator – Dana Mahan
- 21: Appointment of Certified Public Works Manager – Paul Reed
- 22: Appointment of Water Operator – Paul Reed
- 23: Appointment of Public Agency Compliance Officer – Melissa Hallerman
- 24: Appointment of Purchasing/Buyer – Matthew Crane
- 25: Appointment of Council Representative to Planning Board – Mike Duffy

- 26: Appointment of Flood Plain Administrator – Paul Reed
- 27: Cash Management Plan for 2026
- 28: Returned Check Charge
- 29: Authorization of Petty Cash Fund
- 30: Authorization of Petty Cash Fund Custodian – Matthew Crane
- 31: Interest in Delinquent Water and Sewer Payments
- 32: Authorization of Electronic Tax Sale
- 33: Official Newspapers of Borough
- 34: Penalty for Delinquencies over \$10,000.00
- 35: Cancellation of Minimum Balances
- 36: Authorization to Conduct Tax Lien Sale
- 37: Interest on Delinquent Taxes
- 38: Appointment of Recycling Coordinator – Paul Reed
- 39: Appointment of Mid Jersey JIF Commissioner – Melissa Hallerman
- 40: Appointment of Alternate Mid Jersey JIF Commissioner – Matthew Crane
- 41: Appointment of Business Administrator –Matthew Crane
- 42: Appointment of Assistant Business Administrator – Melissa Hallerman
- 43: Appointment of Registered Municipal Clerk – Melissa Hallerman
- 44: Approval of 2026 Temporary Budget
- 45: Appointment of Office of Emergency Management Coordinator – Jack Kramer
- 46: Appointment of Office of Emergency Management Deputy Coordinator – Kevin Palmer
- 47: Appointment of Deputy Municipal Court Administrator – Christine Hughes

MOTION – Councilman Duffy  
ROLL CALL: 5-0

SECONDED – Councilman Karczewski

\* ORDINANCE 2026-01 (First Reading)

Calendar Year 2026 Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a Cap Bank (N.J.S.A. 40A: 4-45.14)

MOTION – Councilman Karczewski  
ROLL CALL: 5-0

SECONDED – Councilman Duffy

\*SWEARING IN CEREMONY by Mayor Slavicek

Joseph Reid, Fire Department Chief  
Robert Simonelli, Jr., Fire Department Deputy Chief  
Joe Fragoso, Fire Department Captain  
Steve Magno, Fire Department 1st Lieutenant  
Kevin Shook, Fire Department 2<sup>nd</sup> Lieutenant

Duane Hoven, President  
John Talnagi, Vice President  
William Reid, Treasurer



Christine Reid, Secretary

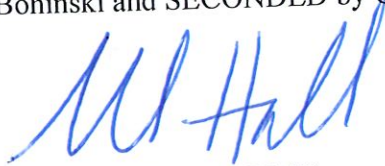
All Councilmembers wished everyone a Happy and Healthy New Year and congratulated Councilmembers Dzingleski and Reid on their re-election.

Mayor Slavicek wanted to take a moment to recognize our professional service partners that were with us, Borough Attorney Sandra Graise, Auditor Gerry Stankiewicz, and Borough Engineer Kevin Meade.

Councilman Dzingleski mentioned that we will be taking up a collection of non-perishable foods for the month of January in honor of the National Day of Service for Martin Luther King Jr. Day to deliver to the New Life Food Pantry. A bin is located in the front hallway of Borough Hall.

**\*ADJOURNMENT**

There being no further business, a MOTION to adjourn the meeting was made by Councilwoman Bohinski and SECONDED by Councilman Karczewski at 7:27pm. All were in favor.



Melissa Hallerman, RMC  
Municipal Clerk



# **CERTIFICATION OF ELECTION RESULTS**

## **NOVEMBER 4, 2025**

At the General Election held on November 4, 2025, a contest was held for the position of two - three-year Council seats. There are 1,708 registered voters in the Borough of Helmetta and for this election 956 votes were cast.

Statements of determination were received from Sylvia Engel, Chairman of the Board of County Canvassers and attested by Nancy Pinkin, County Clerk that Ronald Dzingleski and Joseph Reid have been duly elected to respectively serve as Council Members for three-year terms.

Ronald Dzingleski - 418

Joseph Reid - 451





MIDDLESEX COUNTY CLERK'S OFFICE  
OFFICIAL ELECTION RETURNS, COUNTY OF MIDDLESEX, NEW JERSEY  
GENERAL ELECTION  
NOVEMBER 4, 2025

OFFICIAL RETURNS INCLUDING MAIL-IN AND PROVISIONAL BALLOTS

WE DO HEREBY CERTIFY that the foregoing is a true, full and correct statement of the results of the election herein mentioned, as the same is exhibited by the statements produced and laid before the Board of County Canvassers according to law, and that the same exhibits the number of the names in the signature copy registers and the registers of voters, the number of names of the voters in the poll books of the election districts, respectively, and of the ballots rejected, the whole number of the names in the signature copy registers and the registers of voters, the whole number of names of the voters in the poll books of the several election districts, the name of each person for each office designated, and also specifies each public question voted upon and the number of votes cast thereupon in each election district respectively, and the whole number of votes cast thereupon in the several election districts as they appear by the statement so produced and laid before the said Board.

IN WITNESS WHEREOF, we have hereunto set our hands, this 19<sup>th</sup> day of November in the Year of Our Lord, Two Thousand Twenty-Five.

Attest:



Nancy J. Pinkin, Middlesex County Clerk



Sylvia Engel, Chairperson, Board of County Canvassers



Mohamed Jalloh, Commissioner of Registration



Donald Katz



Beatrice Moskowitz



April Bengivenga



Scott Snyder

**RESOLUTION  
#2026-01**

**COUNCIL PRESIDENT**

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

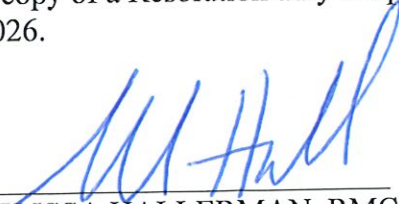
PETER KARCZEWSKI

Is hereby elected COUNCIL PRESIDENT.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION**

**#2026- 02**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES TO SANDRA GRAISE, ESQ. FROM FLORIO PERRUCCI  
STEINHARDT CAPPELLI & TIPTON, LLC. FOR LEGAL  
SERVICES AS THE BOROUGH ATTORNEY FOR THE 2026 CALENDAR  
YEAR.**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there exists a need for legal services for the 2026 calendar year; and

WHEREAS, Sandra Graise, Esq., has submitted a proposal indicating that she will provide legal services as the Borough Attorney for the Borough of Helmetta at the rate of \$200.00 per hour for all legal matters, \$300.00 per hour for matter of complex nature or unusual diligence, and \$100.00 per hour for all paralegal services to the Borough; and

WHEREAS, the term of this contract is one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, funds are or will be available for this purpose; and

WHEREAS, Sandra Graise, Esq. has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Sandra Graise, Esq. has completed and submitted the necessary disclosure of political contributions pursuant to NJ.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, NJ.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published on the Borough website.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Sandra Graise, Esq. from Florio Perrucci Steinhardt Cappelli & Tipton, LLC. for the provision of legal services as the Borough Attorney for the 2026 calendar year; and

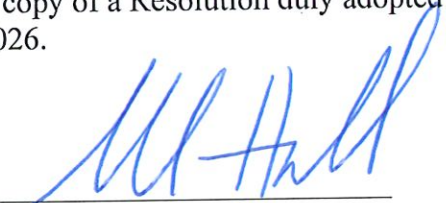
BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-20-712-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
 MELISSA HALLERMAN, RMC  
 Municipal Clerk



**RESOLUTION**  
**#2026 - 03**

**RULES TO GOVERN IN 2026**

WHEREAS, the members of the Governing Body have read the proposed Rules of the Borough Council for the Borough of Helmetta which were compiled in 1994 and since amended; and

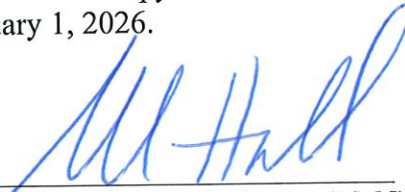
WHEREAS, the Governing Body finds said rules to be acceptable for the purpose of conducting the meetings of the Borough Council.

NOW, THEREFORE, BE IT AND IT IS HEREBY RESOLVED by the Mayor and Council that the Rules of the Council of the Borough of Helmetta, Middlesex County, New Jersey be and they are hereby adopted as the official rules governing the Borough Council of the Borough of Helmetta for the year 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RULES OF THE COUNCIL  
OF THE  
BOROUGH OF HELMETTA  
MIDDLESEX COUNTY STATE OF  
NEW JERSEY YEAR - 2026**

**RULE NUMBER ONE:**

The Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be held on the third Wednesday of each month at seven p.m., prevailing time, in the Borough Council Chambers in the Municipal Building, provided, however, that in the event any such Business Session shall fall due upon a Legal Holiday then such Business Session shall be held as called by motion duly adopted at the previous meeting.

Special Meetings of the Mayor and Borough Council of the Borough of Helmetta shall be called and held as provided by Statute and upon written notice designating the time and place of said Special Meeting, signed by the Mayor or four (4) members of the Borough Council, which Notice shall be given to all Members of the Council at least forty-eight (48) hours before the time of said Special Meeting.

Continued and Adjourned Meetings of the Mayor and the Borough Council of the Borough of Helmetta shall be called and held at the time and place designated by motion or resolution under which it is held.

**RULE NUMBER TWO:**

Each Business Meeting shall be conducted in the following prescribed manner:

Meeting shall be called to Order by the Presiding Officer

Pledge of Allegiance

Moment of Silence

Meeting of Notice of Compliance with the Open Public Meetings Law

Calling of the Roll

Public Portion

Consent Agenda

Action on Minutes of previous meeting

Reciting of Ordinance, by title only, on second reading and Public Hearing thereon

Report of Mayor

Report of Borough Attorney

Reading and consideration of Memorials, Petitions and Communications

Reading of communications shall be as follows: All communications received by the Mayor and Borough Council shall be prepared in digest form and entered upon the minutes of the Regular Meeting Agenda and submitted as follows:

Dated:                      Recipient:                      Sender:                      Text:

and the communications shall not be read in full nor shall the list be read in total unless specified by the Mayor and or Council Member

Reading of Resolutions not listed on the Consent Agenda

Reports of Committees



Unfinished Business of previous meeting  
New Business  
Reciting by title only of Ordinances for introduction for First Reading  
Public Hearings other than called for by Special Meeting  
Adjournment

RULE NUMBER THREE:

The Council shall have the discretion to permit, prohibit or regulate the active participation of the public at any Meeting; however, the Council shall be required to set aside a portion of every Meeting for public comment on any governmental issue that a member of the public feels may be of concern to the residents of the Borough. The Council has determined to set aside up to sixty minutes (one hour) for the Public Portion of all Council Meetings. The Council shall have the discretion to waive this one hour limitation on a case-by-case basis if the circumstances so warrant it, thereby allowing the Public Portion of a given Meeting to exceed one hour.

The Council shall enforce a "Five (5) Minute Rule" upon each individual of the public desiring to speak during the Public Portion of a Council Meeting. The Five Minute Rule shall give each individual of the public one turn to speak per meeting, for up to five minutes. Once each individual is done speaking, even if the five minute timeframe has not yet ran, such individual's turn to speak is over. The Council has the discretion to waive the Five Minute Rule on a case-by-case basis if the circumstances so warrant it.

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. During the Public Portion of any Meeting, the members of the public as well as all Members of 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 shall 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 up.

RULE NUMBER FOUR:

When a sufficient number of Members to constitute a quorum are present, the Mayor or in his/her absence, the President of the Council in his/her absence, the President of the Council pro-tern, whom the quorum shall appoint, shall call them to order. Three members and the Mayor, or four members, constitute a quorum.

RULE NUMBER FIVE:

As soon as the Meeting comes to Order, the Clerk shall call the Roll and note the absentees. In case of the absence of the Clerk, the Presiding Officer shall appoint a Clerk Pro-Tern.

RULE NUMBER SIX:

Any Member of the Governing Body shall have the right to submit a resolution

for consideration of the Council, and the Presiding Officers, whether it is the Mayor or the President of the Council, shall have no right to prevent such resolution from being read or voted upon. In the event such Presiding Officer shall decline to permit any such resolution to be voted upon, any member of the Council shall thereupon have the right to call the roll and request a vote thereon, provided, however, in the event that such refusal is rendered in the first instance by the Mayor, the President of the Council shall have priority over other Council Members to call for such vote.

RULE NUMBER SEVEN:

When a question is under debate, no motion shall be in order, unless to recess, to refer, or to amend and these shall have precedence in the order in which they are named, the first three of which shall be decided without debate. A motion to commit or refer, until it is decided shall preclude all amendments of the main question.

RULE NUMBER EIGHT:

When a motion has been made and seconded, it shall be stated by the Presiding Officer before it is open for discussion, and after thus being stated, it shall be deemed in the possession of the Council, but may be withdrawn or amended by the mover at any time before discussion.

RULE NUMBER NINE:

When an Ordinance is presented, the Presiding Officer shall direct it to be read by title only by the Clerk, and when it is agreed that the same shall be taken up, it shall then be read and decided upon, after which the main question shall be put: "Shall the Ordinance be adopted on First Reading by title only and advertised as required by law for Public Hearing on Second Prior to Final Passage?" When an Ordinance is taken up on Final Passage after Public Hearing, it shall be read by title only, and after the reading of the title the vote shall be taken. Any Ordinance may be amended at First Reading or at a Public Hearing prior to Final Passage.

RULE NUMBER TEN:

The Ayes and Nays may be called for by any Member and being so called, the names of those who voted for or against any question, if requested by any Member, shall be entered upon the Minutes.

RULE NUMBER ELEVEN:

When a Member intends to speak upon a question, he shall acknowledge the Chair only in his opening remarks, thenceforth; he/she shall confine himself/herself to the question and avoid personalities. Should more than one member speak at one time, the Presiding Officer shall determine who is entitled to the floor.

RULE NUMBER TWELVE:

The previous question may be called for by any Member, and if seconded, shall be put in this manner: "Shall the main question now be put?" and until it is decided, shall preclude all amendments to the main question and all further debate.



RULE NUMBER THIRTEEN:

Any Member may call another Member to order while speaking, when the debate shall be suspended and the Member shall not speak until the point of order is determined. When the appeal from the decision of the Chair is called for, no other questions but the point of appeal shall be debated, when the question shall be put "Shall the decision of the Chair be sustained 7"

RULE NUMBER FOURTEEN:

When any question is stated, and the Council agrees it to be put, no Member shall be at liberty to withhold his vote. A "Pass Vote" shall be considered a "Yes Vote". An Abstention Vote shall be not counted as "Yes Vote" or a "No Vote under any circumstance.

RULE NUMBER FIFTEEN:

A motion to adjourn shall always be in order and decided without a debate.

RULE NUMBER SIXTEEN:

At the Annual Reorganization Meeting, or at the First Meeting, or at the First Regular Meeting thereafter in January, the Council may establish all Standing Committees, and all other Committees not covered by State Statute, which appointments shall be approved by a majority vote of the Council. In the event the Council shall fail, refuse or neglect to establish such committees, or if the Council shall decline to approve and confirm any all of the same, the said Council shall have the right or power to make such appointments thereafter by majority vote. Special Committees may be appointed by the Mayor from time to time. Each Standing Committee shall consist of at least two Members and the Mayor shall be an Ex-Officio Member of all Committees and Departments.

RULE NUMBER SEVENTEEN:

The Chairman of the Department or Special Committee shall be specifically named as such. It shall be his duty to give notice of the time and place of such meetings for the purpose of preparing the business for which they are appointed.

RULE NUMBER EIGHTEEN:

Standing Committees of the Borough Council shall be the following:

- Committee on Finance
- Committee on Public Safety
- Committee on Public Works/Public Property
- Committee on Recreation/Public Events
- Committee on Sanitation/Recycling
- Committee on Education



RULE NUMBER NINETEEN:

The names of the Members of the Council when called by the Clerk on any question shall be called in the following manner: the Council President will be called first and the remaining Council Members shall be called in alphabetical order.

RULE NUMBER TWENTY:

All bills, before they are presented to Council, shall be itemized, sworn to and certified by the Officer in whose Department the indebtedness has been incurred, when they shall be referred to the Finance Committee, which Committee shall report them to the Council favorable over the required signatures, and if they shall be in compliance with statute, they shall be acted upon by motion.

RULE NUMBER TWENTY -ONE:

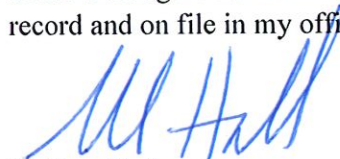
None of those rules of this Council, or part thereof, shall be amended, suspended or superseded, without at least the consent of two-thirds of the entire Council.

RULE NUMBER TWENTY-TWO:

All Rules of the Borough Council, heretofore adopted and inconsistent herewith, are hereby repealed.

CERTIFICATION

The aforesaid document represents a true and compared compilation of the Rules of the Borough Council of the Borough of Helmetta, New Jersey as the same are on record and on file in my office.



Melissa Hallerman  
Municipal Clerk

## RESOLUTION

#2026 - 04

### APPOINTMENT OF STANDING COMMITTEES

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, and State of New Jersey, that the following named persons are hereby appointed as members of the respective Standing Committees for the Borough of Helmetta, County of Middlesex, and State of New Jersey for a term to expire December 31, 2026.

Finance	Mike Duffy & Sandra Bohinski
Public Safety	Pete Karczewski & Ron Dzingleski
Public Works/Public Property	Pete Karczewski & Sandra Bohinski
Recreation/Public Events	Ron Dzingleski & Joe Reid
Sanitation/Recycling	Joe Reid & Pete Karczewski
Education	Mike Duffy
Council Representative to Planning Board	Mike Duffy
Middlesex County Housing & Community Development	Pete Karczewski
Alternate to Middlesex County Housing & Community Development	Ron Dzingleski
Alternate to Transportation Coordination Committee	Joe Reid
Middlesex County Health and Wellness Council Representative	Sandra Bohinski

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

### CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026- 05**

**MEETING DATES FOR 2026**

BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the following meeting dates have been scheduled for the year 2026:

January 21, 2026  
February 18, 2026  
March 18, 2026  
April 15, 2026  
May 20, 2026  
June 17, 2026

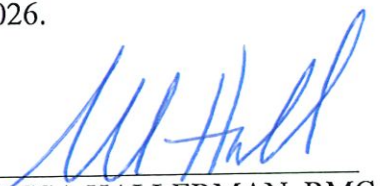
July 15, 2026  
August 19, 2026  
September 16, 2026  
October 21, 2026  
November 25, 2026  
December 16, 2026

Meetings will begin at 7:00 p.m. The Borough Council may introduce and/or adopt ordinances, pass resolutions, or transact any other business within its power at any of the above listed meetings. The meetings will be held at the Helmetta Municipal Building, 51 Main Street, Helmetta, NJ.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



## **RESOLUTION**

**#2026 - 06**

### **A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO GERARD STANKIEWICZ, CPA, RMA FOR AUDITING SERVICES FOR THE 2026 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined there exists a need for auditing services in the Borough of Helmetta during the 2026 calendar year; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has submitted a proposal, attached hereto, indicating he will provide auditing services of the General, Water Utility and Sewer Utility Funds as the Borough Auditor as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Gerard Stankiewicz, CPA, RMA has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Gerard Stankiewicz, CPA, RMA for the provision of auditing services as Borough Auditor for the 2026 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough of Helmetta and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-20-706-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk



## **RESOLUTION**

**#2026 - 07**

### **A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO ERNEST W. FEIST OF CENTER STATE ENGINEERING FOR ENGINEERING SERVICES AS THE BOROUGH ENGINEER FOR THE 2026 CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for engineering services in the Borough during the 2026 calendar year; and

WHEREAS, Ernest W. Feist of Center State Engineering has submitted a proposal, attached hereto, indicating that he will provide engineering services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Ernest W. Feist of Center State Engineering has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Ernest W. Feist of Center State Engineering has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published on the Borough website.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Ernest W. Feist of Center State Engineering for the provision of engineering services as the Borough Engineer for the 2026 calendar year.



BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5;


BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough website and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-20-710-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

## **RESOLUTION**

**#2026 - 08**

### **A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO ERNEST W. FEIST OF CENTER STATE ENGINEERING FOR PLANNING SERVICES AS THE BOROUGH PLANNER FOR THE CALENDAR YEAR OF 2026**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there exists a need for planning services in the Borough during the 2026 calendar year; and

WHEREAS, Ernest W. Feist of Center State Engineering has submitted a proposal, attached hereto, indicating that he will provide planning services to the Borough as per his contract and such additional services as required in accordance with the fee schedule attached to the proposal; and

WHEREAS, the term of this contract is one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and,

WHEREAS, Ernest W. Feist of Center State Engineering has completed and submitted a Helmetta Borough Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8; and

WHEREAS, Ernest W. Feist of Center State Engineering has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44A-20.26; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the Borough.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Ernest W. Feist of Center State Engineering or the provision of planning services as the Borough Planner for the 2026 calendar year.

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough of website this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-21-720-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026 - 09**

**A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR  
PROFESSIONAL SERVICES TO MATTHEW GIACOBBE, ESQ. OF CLEARY  
GIACCOBE, ALFIERI, JACOBS, LLC AS LABOR AND EMPLOYMENT  
COUNSEL FOR THE BOROUGH OF HELMETTA FOR THE 2026 CALENDAR  
YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a labor and employment attorney during the 2026 calendar year; and

WHEREAS, Matthew Giacobbe, Esq. of the firm of Cleary, Giacobbe, Alfieri, Jacobs, LLC has submitted a proposal indicating he, and members of his firm, will provide legal services on labor and employment issues for the hourly rate of One Hundred Ninety Dollars (\$190.00); and

WHEREAS, the term of this contract is for one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published on the Borough website.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Matthew Giacobbe, Esq. of LLC for the provision of legal services as labor and employment counsel; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A: 11-5; and

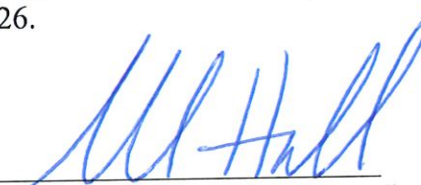
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough website as required by law within ten (10) days of its passage and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED, that the Chief Financial Officer has executed a Certificate of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account No. 6-01-20-712-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk



## **RESOLUTION**

**#2026 - 10**

### **A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO DILWORTH PAXSON LLP AS BOROUGH BOND COUNSEL FOR THE BOROUGH FOR THE 2026 CALENDAR YEAR.**

**WHEREAS**, the Borough of Helmetta has determined that there is a need for the legal services relating to bonds and notes within the Borough during the 2026 calendar year; and

**WHEREAS**, the term of this contract is for one (1) year January 1, 2026 to December 31, 2026; and

**WHEREAS**, the Chief Financial Officer has certified in writing that the fee for this contract will exceed \$17,500; and ,

**WHEREAS**, Dilworth Paxson LLP has completed and submitted a Helmetta Business Entity Disclosure Certification, pursuant to N.J.S.A. 19:44A-20.8, and

**WHEREAS**, Dilworth Paxson LLP has completed and submitted the necessary disclosure of political contributions pursuant to N.J.S.A. 19:44a-20.26; and

**WHEREAS**, the services to be provided and considered to be "Professional Services" Pursuant to the Local Contract Law, N.J.S.A. 40A:11-1, et seq.: and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be made available for public inspection in the office of the Borough Clerk and that notice of the awarding of the contract be published on the Borough website.

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Dilworth Paxson LLP for the provision of legal services as the Borough's Bond Counsel for the 2026 calendar year.

**BE IT FURTHER RESOLVED** that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5.

**BE IT FURTHER RESOLVED** that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough website and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

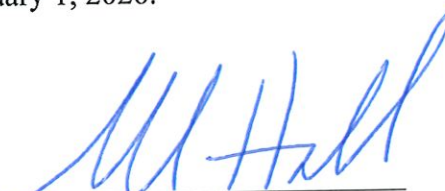


BE IT FURTHER RESOLVED, that the Chief Financial Officer has executed a Certificate of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account No. 6-01-20-712-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
 \_\_\_\_\_  
 MELISSA HALLERMAN, RMC  
 Municipal Clerk

**RESOLUTION  
#2026 - 11**

**A RESOLUTION AUTHORIZING THE APPOINTMENT OF A MUNICIPAL  
PROSECUTOR FOR THE BOROUGH OF HELMETTA FOR THE 2026  
CALENDAR YEAR**

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a municipal prosecutor during the 2026 calendar year; and

WHEREAS, Jennifer Burgess, Esq. has submitted a proposal indicating that he will provide legal services as Municipal Prosecutor for the Borough for \$600.00 a Court Session not to exceed \$7,200.00; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Jennifer Burgess, Esq. for the provision of legal services as a municipal prosecutor in an amount of \$600.00 a Court session not to exceed \$7,200.00; and

BE IT FURTHER RESOLVED that these appointments are being made without competitive bidding since the appointments involve members of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

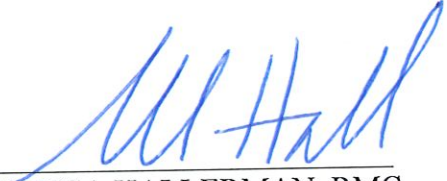
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough website and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-20-712-020.

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

### CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
 MELISSA HALLERMAN, RMC  
 Municipal Clerk



## **RESOLUTION**

**#2026 - 12**

### **A RESOLUTION AUTHORIZING THE AWARD OF A CONTRACT FOR PROFESSIONAL SERVICES TO THOMAS ROSELLI FOR LEGAL SERVICES AS THE BOROUGH'S PUBLIC DEFENDER FOR THE 2026 CALENDAR YEAR.**

WHEREAS, the Borough of Helmetta (the "Borough") has determined that there is a need for the legal services of a public defender during the 2026 calendar year; and

WHEREAS, N.J.S.A. 40A:II-5 (1) (a) (i) permits the Borough of Helmetta to award a professional services contract without public advertising for bids and bidding; and

WHEREAS, Thomas Roselli has submitted a proposal indicating that he will provide legal services as Public Defender for the Borough for \$400.00 per session, not to exceed twelve (12) sessions per year; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2026 to December 31, 2026; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A: 11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Thomas Roselli for the provision of legal services as public defender to the Borough in an amount not to exceed \$4,800.00; and

BE IT FURTHER RESOLVED that this appointment is being made without competitive bidding since the appointment involves a member of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

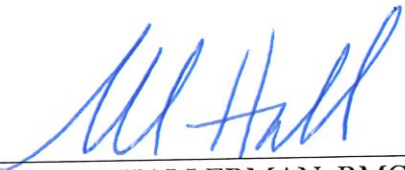
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published on the Borough website and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 6-01-20-712-020.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026 - 13**

**APPOINTMENT OF CODE ENFORCER**

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


GEORGE WALLACE

as CODE ENFORCER for the Borough of Helmetta for a term to expire on December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026 - 14**

**APPOINTMENT OF FIRE MARSHAL**

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

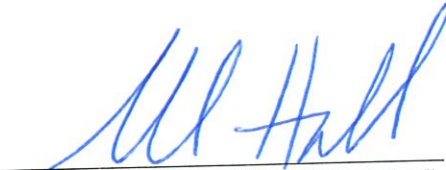
GEORGE WALLACE

as FIRE MARSHAL for the Borough of Helmetta for a term to expire on December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026 - 15**

**ABANDONED/VACANT PROPERTY OFFICIAL**

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

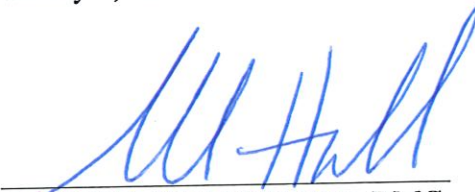
GEORGE WALLACE

as ABANDONED/VACANT PROPERTY OFFICIAL for the Borough of Helmetta for a term to expire on December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026 - 16**

**APPOINTMENT OF TAX SEARCH OFFICIAL**

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

TINA Mc DERMOTT

as TAX SEARCH OFFICIAL for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION**  
**#2026 - 17**

**APPOINTMENT OF ASSESSMENT SEARCH OFFICIAL**

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


MELISSA HALLERMAN

as ASSESSMENT SEARCH OFFICIAL for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026 – 18**

**APPOINTMENT OF ASSISTANT TAX COLLECTOR,  
UTILITY REVENUE COLLECTOR**

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

CAROL FEIG

as ASSISTANT TAX COLLECTOR, UTILITY REVENUE COLLECTOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026 – 19**

**APPOINTMENT OF DEPUTY REGISTRAR**

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

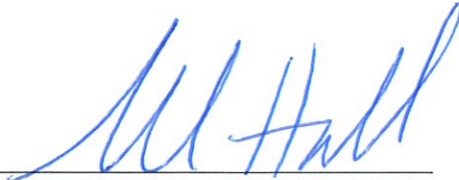
TINA MC DERMOTT

as DEPUTY REGISTRAR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026-20**

**APPOINTMENT OF MUNICIPAL COURT ADMINISTRATOR**

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


DANA MAHAN

as MUNICIPAL COURT ADMINISTRATOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-21**

**APPOINTMENT OF CERTIFIED PUBLIC WORKS MANAGER**

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

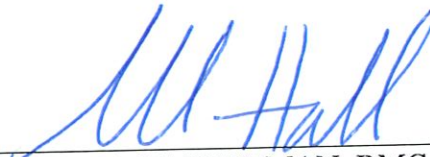
PAUL REED

as CERTIFIED PUBLIC WORKS MANAGER (CPWM) for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-22**

**APPOINTMENT OF WATER OPERATOR**

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

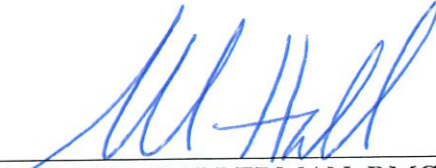
PAUL REED

as WATER/SEWER OPERATOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 2, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION**  
**#2026-23**

**APPOINTMENT OF PUBLIC AGENCY COMPLIANCE OFFICER**

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

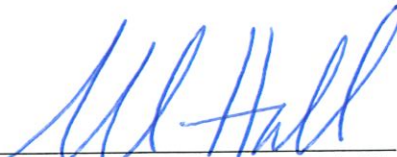
MELISSA HALLERMAN

as PUBLIC AGENCY COMPLIANCE OFFICER for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026-24**

**APPOINTMENT OF PURCHASING/BUYER**

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

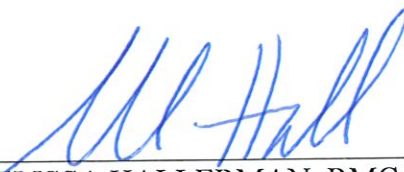
MATTHEW CRANE

as PURCHASING/BUYER for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-25**

**APPOINTMENT OF COUNCIL REPRESENTATIVE TO PLANNING BOARD**

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


MIKE DUFFY

as COUNCIL REPRESENTATIVE TO THE HELMETTA PLANNING BOARD for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026-26**

**APPOINTMENT OF FLOOD PLAIN ADMINISTRATOR**

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


PAUL REED

as FLOOD PLAIN ADMINISTRATOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-27**

**APPROVAL OF CASH MANAGEMENT PLAN FOR 2026**

WHEREAS, N.J.S.A. 40A:5-7.1 and 5-7.3 permits public funds of a municipality to be invested in any insured Association or any Federal Association, whose principal office is located within the State of New Jersey; and

WHEREAS, it is advisable that funds of this municipality on hand and not needed temporarily be invested in such accounts yielding a return in the investment at such time as the Borough of Helmetta may be in the position to do so

WHEREAS, N.J.S.A. 40A:5-14 requires the approval of a cash management plan annually;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED by the Borough Council of the Borough of Helmetta in the County of Middlesex and State of New Jersey, that the Borough Chief Financial Officer is hereby authorized and directed to make such investments of public funds of the Borough of Helmetta on hand and not needed temporarily in any insured Association or Federal Association, in such Principal Office, or Branch Office, up to the amount for which such accounts are insured, pursuant to N.J.S.A. 40A:5-7 and 5-7.3.

**CASH MANAGEMENT PLAN OF THE BOROUGH OF HELMETTA,  
COUNTY OF MIDDLESEX, NEW JERSEY**

**STATEMENT OF PURPOSE**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A:5-14 in order to set forth the basis for the deposits ("Deposits") and investments ("Permitted Investments") of certain public funds of the Borough of Helmetta, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made regarding the Deposits and the Permitted Investments will be done to ensure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to ensure that any Deposit or Permitted Investment matures within the time period that approximates the perspective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN  
The Plan intended to cover the deposit and/or investment of the accounts of the Borough of Helmetta:

ALL FUNDS

DESIGNATION OF OFFICIALS OF THE BOROUGH OF  
HELMETTA AUTHORIZED TO MAKE DEPOSITS AND  
INVESTMENTS UNDER THE PLAN AND AUTHORIZED SIGNERS  
FOR THE ACCOUNTS

The Chief Financial Officer of the Borough of Helmetta (the Designated Official) is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Helmetta are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The followings signers are authorized to sign checks for the Year 2026

CLEARING ACCOUNT:

MAYOR or COUNCIL PRESIDENT

And

CFO or Municipal Clerk or Assistant CFO

DESIGNATION OF DEPOSITORIES

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

BCB Bank

New Jersey Cash Management Fund

PNC Bank

TD Bank

Wells Fargo

All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.

DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE  
DESIGNATED OFFICIALS MAY DEAL

The following firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official of the Borough of Helmetta referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted Investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official referred to in Section III above.



NONE

#### AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;

Government money market mutual funds;

Any obligations that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or external factor;

Bonds or other obligations of the Local Unit or bonds or other obligations of school districts of which the Local Unit is a part or within the school district is located;

Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investments of the Department of the Treasury for Investments by Local Units;

Local government investment pools;

Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L. 1977, c.281(c.52:18A-90A); or

Agreements for the repurchase of fully collateralized securities if:

the underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;

the custody of collateral is transferred to a third party;

the maturity of the agreement is not more than 30 days;

the underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236(C.17:9-41); and

A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms "government money market mutual fund" and "local government investment pool" shall have the following definitions:

Government Money Market Mutual Fund. An investment company or investment trust: which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940", 15 U.S.C. sec.80a-1 et seq., and operated in accordance with 17 C.F.R. sec.270.2a-7.

The portfolio of which is limited to US Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec.270.2a-7 and repurchase agreements that are collateralized by such US Government securities; and

Which has: attained the higher ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or

Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15

U.S.C. sec.80b-1 et seq., with experience investing in US Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

Local Government Investment Pool.

An Investment pool:

(a) which is managed in accordance with 17 C.F.R. sec.270.2a-7; which is rated in the highest category by a nationally recognized statistical rating organization; which is limited to US Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such US Government securities; which is in compliance with rules adopted pursuant to the "Administrative Procedure Act", P.L. 1968,c.410(c.52:14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements, and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investments; which does not permit investments in instruments that are subject to high price volatility with changing market conditions; cannot reasonably be expected, at the time of interest rate adjustment, to have value that approximates their par value; or utilize an index that does not support a stable net asset value; and which purchases and redeems investments directly from the issuer, government money market mutual fund, of the State of New Jersey Cash Management Fund, or through the use of a national or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9(C.49:3-56) and has at least \$25 million in capital stock (or equivalent capitalization if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in US Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such US Government securities.

B. Notwithstanding the above authorization, the moneys on hand in the following funds and accounts shall be further limited as to maturities, specific investments or otherwise as follows:

NO INVESTMENT TO EXCEED ONE (1) YEAR

SAFEKEEPING CUSTODY PAYMENT & ACKNOWLEDGEMENT OF RECEIPT  
OF PLAN

To the extent that any Deposit of Permitted Investment involves a document or security which is not physically held by the Borough of Helmetta, then such instrument or



security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Helmetta to assure that there is no unauthorized use of the funds or the Permitted Investments or Deposits. Purchase of any Permitted Investments that involve securities shall be executed by a "delivery versus payment" method to ensure that such Permitted Investment are either received by the Borough of Helmetta or by a third party custodian prior to or upon the release of the Borough of Helmetta funds.

To assure that all parties with whom the Borough of Helmetta deals either by way of Deposits or Permitted Investments are aware of the authority and the limits set forth in this Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official.

#### REPORTING REQUIREMENTS

On the first day of each month during which this Plan is in effect, the Designated Official referred to in Section III hereof shall supply to the Governing Body of the Borough of Helmetta a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

The name of any institution holding funds of the Borough of Helmetta as a Deposit or a Permitted Investment.

The amount of securities or Deposits purchased or sold during the immediately preceding month.

The class or type of securities purchased or Deposits made.

The book value of such Deposits or Permitted Investments.

The earned income on such Deposits or Permitted investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.

The fees incurred to undertake such Deposits or Permitted Investments.

The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.

All other information which may be deemed reasonable from time to time by the Governing Body of the Borough of Helmetta.

#### TERM OF PLAN

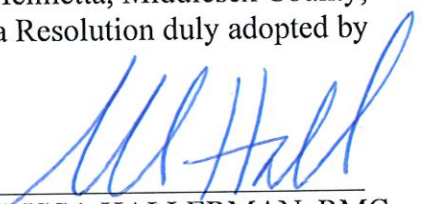
This Plan shall be in effect from January 1, 2026 to December 31, 2026. Attached to this Plan is a resolution of the Governing Body of the Borough of Helmetta approving this Plan for such period of time. The Plan may be amended from time to time. To the extent that any amendment is adopted by the Council, the Designated Official is directed to supply copies of the amendment to all parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.



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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
 MELISSA HALLERMAN, RMC  
 Municipal Clerk

**RESOLUTION  
#2026-28**


**RETURNED CHECK CHARGE**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, that any checks returned to the Borough of Helmetta, will be subject to a charge of twenty dollars (\$20.00).

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-29**

**A RESOLUTION AUTHORIZING A PETTY CASH FUND IN THE BOROUGH  
OF HELMETTA FOR THE 2026 CALENDAR YEAR**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund upon written application to and after approval by the director; and

WHEREAS, the Borough established a Petty Cash Fund in the amount of \$175.00 which was approved by the Division of Local Government Services; and


WHEREAS, the Division of Local Government Services recommends the approval of a petty cash fund annually.

NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta, Middlesex County, New Jersey that the Helmetta Petty Cash Fund is authorized and approved for calendar year 2026 in the amount of \$175.00.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION**  
**#2026-30**

**A RESOLUTION AUTHORIZING THE CUSTODIAN OF THE PETTY CASH  
FUND FOR THE BOROUGH OF HELMETTA FOR FISCAL YEAR 2024**

WHEREAS, Matthew Crane, is bonded by virtue of a surety bond,

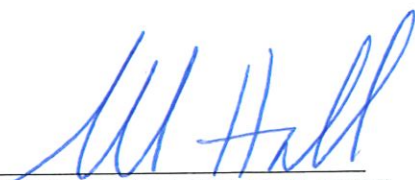
NOW, THEREFORE, BE IT RESOLVED by Borough Council of the Borough of Helmetta that Matthew Crane is hereby appointed custodian of the Helmetta Petty Cash Fund; and

BE IT FURTHER RESOLVED that two copies of this Resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026-31**

**INTEREST ON DELINQUENT WATER & SEWER PAYMENTS**

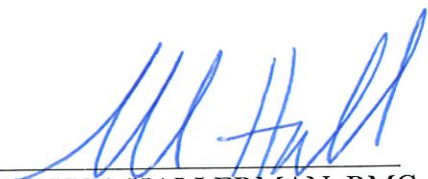
WHEREAS, the Mayor and Council of the Borough of Helmetta has established an interest rate in accordance with State law for unpaid water rents and sewer user charges;

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the Collector of Sewer and Water Revenue be and is hereby authorized to charge eight per cent (8%) per annum as interest to be paid on delinquent accounts for unpaid balances of less than \$1,500.00 and eighteen per cent (18%) per annum as the interest to be paid on delinquent accounts with unpaid balances of more than \$1,500.00. The Collector shall allow a thirty (30) day grace period for payment, after which, interest will be charged from the due date for such payments.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026-32**

**AUTHORIZES TAX COLLECTOR TO CONDUCT AN ELECTRONIC TAX SALE ON  
DELINQUENT PROPERTY TAXES**

WHEREAS, N.J.S.A. 54-5-19.1 et seq. permits municipalities to conduct electronic tax sales pursuant to rules and regulations promulgated by the Director of Local Government Services; and

WHEREAS the rule promulgated requires a municipality to authorize said electronic tax sales by resolution of the governing body, and


WHEREAS an electronic tax sale is innovative and provides a greater pool of potential lien buyers thus creating the environment for a more effective tax sale process,

NOW THEREFORE BE IT AND IT IS HEREBY RESOLVED that the Borough Council of the Borough of Helmetta does hereby authorize and direct the Tax Collector to conduct an electronic tax sale.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**MAYOR AND COUNCIL  
OF THE  
BOROUGH OF HELMETTA  
Middlesex County, New Jersey**

**RESOLUTION NO. 2026-33**

**Designating Official Newspaper**

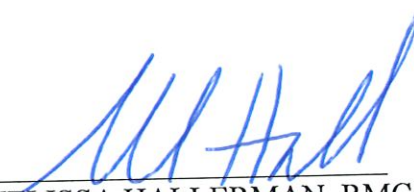
BE IT RESOLVED that pursuant to New Jersey P.L. 2025, c. 72 (formerly Senate Bill 4654), the Borough of Helmetta will be transitioning the complete text of all Legal Notices for the public to obtain or view on the Borough's official website, <http://helmettaboro.com/>; and,

BE IT FURTHER RESOLVED that pursuant to law the Borough hereby designates Home News Tribune as the official newspaper and eligible online new publication for any legal notices required by law to published which will include a link to the Legal Notice page on the Borough's website.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026-34**

**PENALTY FOR DELINQUENCIES OVER \$10,000.00**

WHEREAS, N.J.S.A. 54: 4- 67 has been amended to adopt into the law a provision which permits the Governing Body to fix a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay the delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed 6% of the amount of delinquency; and


WHEREAS, the Borough of Helmetta desires to adopt a penalty provision as authorized by N.J.S.A. 54:4-67,

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta hereby adopts and authorizes the Tax Collector of the Borough of Helmetta to assess an additional six per cent (6%) penalty to any taxpayer with a delinquency of all taxes and municipal charges due in excess of ten thousand dollars (\$10,000.00) who fails to pay the delinquency prior to the end of the calendar year.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-35**

**CANCELLATION OF MINIMUM BALANCES**

WHEREAS, Chapter 113 of P.L.1996 allows the Tax Collector to cancel minimum balances as they occur without the requirement of the Governing Body's approval of each individual account; and

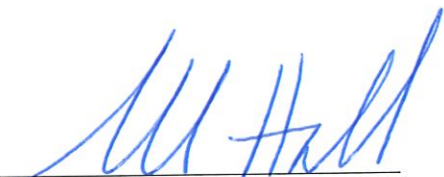
WHEREAS, in an effort to save time and paperwork for both the Governing Body and the Tax Collector by allowing the Tax Collector to cancel these balances upon occurrence instead of listing them for resolution approval.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the Tax Collector is hereby authorized to cancel minimum balances and credits under the amount of \$10.00 as they occur throughout the calendar year of 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk



## RESOLUTION

#2026-36

### AUTHORIZATION TO CONDUCT TAX LIEN SALE

WHEREAS, there remains on the records and books of the Borough of Helmetta delinquent taxes, water and sewer utility charges, and other municipal charges owing as of December 31, 2025; and

WHEREAS, N.J.S.A. 54-5 et seq., provides for the enforcement and collection of such delinquencies through a tax lien sale; and

WHEREAS, the Tax Collector is empowered by statute to conduct and preside over the sale of liens; and

WHEREAS, N.J.S.A. 54:-26 has been amended to allow the Tax Collector to mail two (2) notices in lieu of two (2) newspaper advertisements in preparation for the tax lien sale and add \$25.00 per mailing to the cost of the sale (per property);

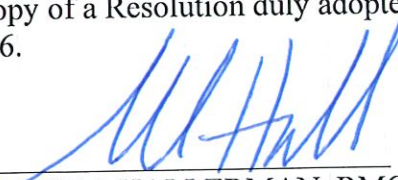
NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Borough of Helmetta Tax Collector be and is hereby authorized to conduct a tax lien sale for 2025 delinquent taxes, utility and other municipal charges;

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to charge \$25.00 per property mailing to the costs of the lien sale.

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

### CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-37**


**INTEREST ON DELINQUENT TAXES**

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta, County of Middlesex, State of New Jersey that in accordance with Chapter 54:4-67 of the New Jersey Statutes the interest rate on delinquent taxes shall be eight percent (8) annum on the first \$1500.00 of delinquency, and 18 per annum on any amount in the excess of \$1500.00 to be calculated from the date the tax was payable until the date of actual payment. There shall be a ten (10) day grace period for payment of taxes.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-38**

**APPOINTMENT OF RECYCLING COORDINATOR**

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

PAUL REED

as the RECYCLING COORDINATOR for the Borough of Helmetta  
for a term to expire December 31, 2026.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026-39**

**APPOINTMENT OF MID JERSEY JOINT INSURANCE FUND COMMISSIONER**

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


MELISSA HALLERMAN

as MID JERSEY JOINT INSURANCE FUND COMMISSIONER for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**

**#2026-40**

**APPOINTMENT OF ALTERNATE MID JERSEY JOINT INSURANCE FUND  
COMMISSIONER**

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

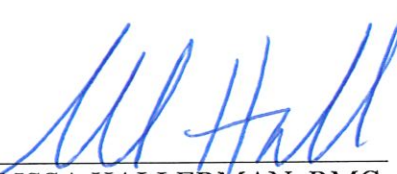
**MATTHEW CRANE**

As ALTERNATE MID JERSEY JOINT INSURANCE FUND COMMISSIONER for the Borough of Helmetta for a term to expire December 31, 2026.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-41**

**APPOINTMENT OF BUSINESS ADMINISTRATOR**

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

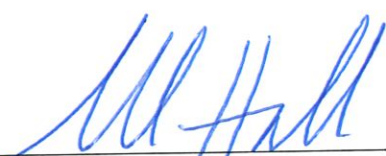
MATTHEW CRANE

As BUSINESS ADMINISTRATOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026-42**

**APPOINTMENT OF ASSISTANT BUSINESS ADMINISTRATOR**

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


MELISSA HALLERMAN

As ASSISTANT BUSINESS ADMINISTRATOR for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**

**#2025-43**

**APPOINTMENT OF REGISTERED MUNICIPAL CLERK**

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

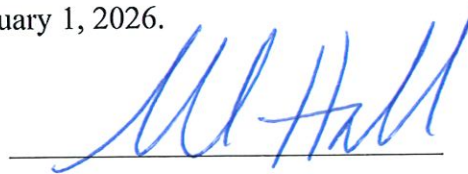
**MELISSA HALLERMAN**

as REGISTERED MUNICIPAL CLERK for the Borough of Helmetta.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.



MELISSA HALLERMAN, RMC  
Municipal Clerk

## RESOLUTION

#2026-44

### RESOLUTION APPROVING 2026 TEMPORARY BUDGET APPROPRIATIONS

**WHEREAS**, in the normal operation of the business of the Borough of Helmetta, it will be necessary for making contract, commitments, and payment prior to the adoption of the regular 2026 budget for the Borough of Helmetta; and

**WHEREAS**, revised Statue 40A:4-19 of the State of New Jersey provides that the Governing Body of any municipality may make the temporary budget to provide for any contracts, commitments, or payments to be made between the beginning of the budget year and the adoption of the final budget: and

**WHEREAS**, the date of the resolution is within the first thirty (30) days of January 2025; and

**WHEREAS**, the total amount of temporary budget hereunder of \$903,825.00 does not exceed the thirty-five percent (35%) of the total budget appropriations of the Borough of Helmetta for 2025, exclusive of any 2025 appropriation made for the debt services, capital improvement fund and public assistance, and exclusive of 2025 debt services appropriation.

**NOW, THEREFORE, BE IT RESOLVED**, that the following temporary budget for the Borough of Helmetta for the year 2026 be adopted., and a certified copy of this Resolution be forwarded to the Borough Chief Financial Officer for their records.

CURRENT FUND		
6-01-20-110-023	Mayor & Council OE-Website Adm	\$1,750.00
6-01-20-120-010	Municipal Clerk S&W	\$10,000.00
6-01-20-120-020	Municipal Clerk OE	\$2,500.00
6-01-20-701-010	Administrator S&W	\$9,000.00
6-01-20-701-020	Administrator OE	\$1,000.00
6-01-20-705-010	Finance S&W	\$6,000.00
6-01-20-705-021	Finance OE	\$9,500.00
6-01-20-708-010	Tax Collection S&W	\$2,500.00
6-01-20-708-021	Revenue Admin Tax Coll OE	\$5,500.00
6-01-20-710-010	Tax Assessor S&W	\$3,000.00
6-01-20-710-020	Tax Assessor OE	\$2,700.00
6-01-20-712-020	Legal Services OE	\$5,000.00
6-01-20-715-020	Engineering OE	\$1,000.00



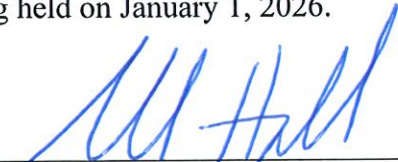
6-01-21-720-010	Planning Board S&W	\$1,700.00
6-01-21-720-020	Planning Board OE	\$2,000.00
6-01-22-725-010	Code Enforcement S&W	\$1,750.00
6-01-22-725-010	Code Enforcement OE	\$500.00
6-01-23-730-020	Liability Insurance	\$41,250.00
6-01-23-732-020	Worker's Comp Insurance	\$41,000.00
6-01-23-733-020	Health Insurance Employee	\$56,000.00
6-01-25-749-022	Fire OE	\$1,500.00
6-01-25-752-010	Fire Prevention Bureau S&W	\$1,200.00
6-01-25-752-020	Fire Prevention Bureau OE	\$1,000.00
6-01-25-757-020	Municipal Prosecutor OE	\$1,800.00
6-01-26-315-020	Vehicle Maintenance OE-DPW	\$5,000.00
6-01-26-765-010	Streets & Roads S&W	\$30,000.00
6-01-26-765-020	Streets & Roads OE	\$10,000.00
6-01-26-771-010	Recycling S&W	\$2,500.00
6-01-26-772-020	Buildings & Grounds OE	\$8,000.00
6-01-26-774-020	Community Center OE	\$3,000.00
6-01-27-788-010	Animal Control S&W	\$1,700.00
6-01-27-788-020	Animal Control OE	\$750.00
6-01-28-795-020	Recreation OE	\$3,000.00
6-01-28-797-020	Senior Citizens OE	\$1,000.00
6-01-31-825-020	Electricity	\$7,000.00
6-01-31-826-020	Street Lighting	\$8,000.00
6-01-31-827-020	Telephone Costs	\$5,000.00
6-01-31-829-020	Natural Gas	\$10,000.00
6-01-31-830-020	Fuel Oil Purchase	\$1,000.00
6-01-31-831-020	Postage	\$2,000.00
6-01-31-832-020	Copying	\$2,000.00
6-01-31-833-020	Gasoline	\$3,000.00
6-01-31-834-020	Office Supplies	\$1,000.00
6-01-32-837-020	Landfill/Disposal Solid Waste	\$18,000.00
6-01-36-845-015	Social Security	\$10,000.00
6-01-36-849-020	DCRP Employer	\$1,000.00
6-01-42-855-010	Municipal Court S&W	\$9,000.00
6-01-42-855-020	Municipal Court OE	\$1,000.00
<b>Interlocal</b>		
6-01-43-746-031	Police Service-Jamesburg	\$201,875.00
6-01-43-747-020	Spotswood EMS Services	\$7,500.00
6-01-43-772-020	Woodbridge Animal Control	\$3,750.00
6-01-43-785-020	Middlesex CO Board of Health	\$5,400.00
6-01-43-786-020	Middlesex CO Recycling Program	\$20,000.00

<b>TOTAL CURRENT FUND</b>		\$590,625.00
<b>WATER UTILITY FUND</b>		
6-05-55-500-010	Water S&W	\$35,000.00
6-05-55-500-021	Water Operating OE	\$30,000.00
6-05-55-500-025	Purchase of Water	\$66,000.00
6-05-55-500-022	Water Operating Insurance	\$14,100.00
<b>TOTAL WATER UTILITY FUND</b>		\$145,100.00
<b>SEWER UTILITY FUND</b>		
6-07-55-500-010	Sewer S&W	\$35,000.00
6-07-55-500-021	Sewer Operating OE	\$30,000.00
6-07-55-500-023	Monroe MUA Charges	\$89,000.00
6-07-55-500	Sewer Operating Insurance	\$14,100.00
<b>TOTAL SEWER UTILITY FUND</b>		\$168,100.00
<b>GRAND TOTAL</b>		\$903,825.00
<b>DEBT SERVICE FUND</b>		
6-01-45-874-020	MCIA Loan Interest	\$3,321.98
6-01-46-876-020	Private Placement Loan Principal	\$100,000.00
6-01-46-877-020	Private Placement Loan Interest	\$11,590.00
<b>TOTAL DEBT SERVICE FUND</b>		\$114,911.98

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

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MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION  
#2026-45**

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT  
COORDINATOR**

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

**JACK KRAMER**

as OFFICE OF EMERGENCY MANAGEMENT COORDINATOR for the Borough of Helmetta for a term to expire on December 31, 2028 in accordance with the Civilian Defense and Disaster Control Act, App. A: 9-40.1.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION  
#2026-46**

**APPOINTMENT OF OFFICE OF EMERGENCY MANAGEMENT DEPUTY  
COORDINATOR**

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

KEVIN PALMER

as OFFICE OF EMERGENCY MANAGEMENT DEPUTY COORDINATOR for the Borough of Helmetta for a term to expire on December 31, 2028 in accordance with the Civilian Defense and Disaster Control Act, App. A: 9-40.1.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk

**RESOLUTION**  
**#2026 - 47**

**APPOINTMENT OF MUNICIPAL COURT STAFF**

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

CHRISTINE HUGHES, DEPUTY MUNICIPAL COURT ADMIMINISTRATOR

as MUNICIPAL COURT STAFF for the Borough of Helmetta for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 2, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**RESOLUTION**  
**#2026 - 48**

**RESOLUTION AUTHORIZING THE TAX ASSESSOR AND BOROUGH ATTORNEY TO ACT AS AGENTS FOR THE BOROUGH OF HELMETTA FOR THE PURPOSE OF FILING AND SETTLING TAX APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2026**

**WHEREAS**, the Tax Assessor is knowledgeable regarding the valuation and assessment of properties in the Borough of Helmetta; and

**WHEREAS**, the Tax Assessor has the statutory responsibility, pursuant to N.J.S.A. 54:4-23 to 36 to set assessments for properties in the Borough of Helmetta under the Local Property Tax, N.J.S.A. 54:4-1 et seq; and

**WHEREAS**, the governing body of the Taxing District deems the Tax Assessor to be responsible and acting in the best interests of the municipality.

**NOW, THEREFORE, BE IT FURTHER RESOLVED** by the Mayor and Council of the Borough of Helmetta, that the Tax Assessor and Borough Attorney are hereby authorized to act as agents for the Taxing District without further governing body approval to:

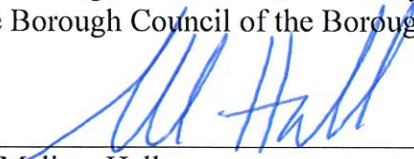
(a) determine when tax appeals, cross appeals, complaints and counterclaims should be filed on behalf of the Taxing District with regarding to any property located in the Borough of Helmetta and accordingly direct the attorney for the Taxing District to file such documents with either the County Tax Board or Tax Court of New Jersey as deemed appropriate.

(b) resolve and settle tax appeals pending before the County Tax Board, Tax Court or Appellate Courts for any tax year and authorize the attorney for the Taxing District to formalize such settlement in the appropriate Courts and/or County Tax Board.

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

**CERTIFICATION**

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on January 1, 2026.

  
\_\_\_\_\_  
Melissa Hallerman  
Municipal Clerk

**RESOLUTION  
#2026 - 49**

**APPOINTMENT OF DEPUTY RECYCLING COORDINATOR**

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

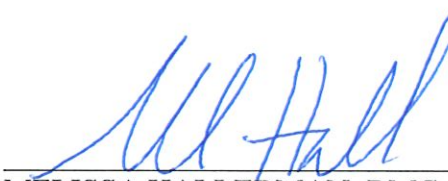
MELISSA HALLERMAN

as the DEPUTY RECYCLING COORDINATOR for the Borough of Helmetta  
for a term to expire December 31, 2026.

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

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 1, 2026.

  
\_\_\_\_\_  
MELISSA HALLERMAN, RMC  
Municipal Clerk



**ORDINANCE #2026-01**

**BOROUGH OF HELMETTA  
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

**CALENDAR YEAR 2026**

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO  
ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

**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 said budget up to 2.0% 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. 40A:4-45.15a 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 CY2026 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 citizens; and,

**WHEREAS**, the Mayor and Borough Council hereby determines that a 3.5% increase in the budget for CY2026 amounting to \$44,802.31 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

**WHEREAS**, the Mayor and Borough Council hereby determines that any amount authorized hereinabove that is 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 Mayor and Borough Council of the Borough of Helmetta, in the County of Middlesex State of New Jersey, a majority of the full authorized membership of this Governing Body affirmatively concurring, that in the CY2026 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%, amounting to \$44,802.31 and that the CY2026 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 CY2026 budget shall be retained as an exception to final appropriation 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 introduction; and

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



**ORDINANCE #2026-01**  
**BOROUGH OF HELMETTA**  
**COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

**Introduced: January 1, 2026**

**Recorded Vote**

Motion made by Council President Karczewski

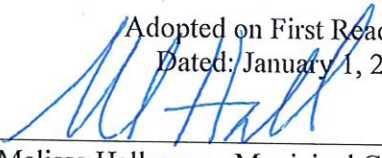
Second by Councilman Duffy

**Roll Call**

	RECORDED VOTE			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			
Councilman Dzingleski	✓			
Councilman Reid	✓			

Adopted on First Reading

Dated: January 1, 2026

  
\_\_\_\_\_  
Melissa Hallerman, Municipal Clerk

**Adopted: January 21, 2026**

**Recorded Vote**

Motion made by

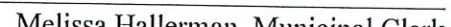
Second by

**Roll Call**

	RECORDED VOTE			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Council President Karczewski				
Councilwoman Bohinski				
Councilman Duffy				
Councilman Dzingleski				
Councilman Reid				

Adopted on Second Reading

Dated: January 21, 2026

  
\_\_\_\_\_  
Melissa Hallerman, Municipal Clerk

**Approval by the Mayor in this**

\_\_\_\_\_  
Christopher Slavicek, Mayor  
Borough of Helmetta