

MEETING OF MAYOR AND COUNCIL  
MARCH 20, 2019  
7:00 PM

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

Council President Peter Karczewski called the meeting to order at 7:00 P.M. He asked everyone to please stand for the Pledge of Allegiance and remain standing for a moment of silence for our men and women in the military protecting our freedom.

\* CALLING OF THE ROLL

Mayor Slavicek - absent  
Councilman Karczewski  
Councilwoman Carolan-Genthe  
Councilman Duffy  
Councilman Dzingleski  
Councilman Perez - absent  
Councilman Reid - absent

\* OPEN PUBLIC MEETINGS ACT STATEMENT

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

\* RECEIPT OF BIDS FOR VAN

An auction was held for the sale of one of the animal control vans. Tony Raczynski opened with a bid of \$1,000.00. Russell Linke offered \$1,200.00. The bidding went back and forth between the two and ended with Russertl Linke giving the final bid of \$2,100.00.

\*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. Each individual will be given five minutes to speak as per the Rules to Govern adopted January 2, 2019. During the Public potion 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.

There was no one from the Public who wished to speak.

\* CONSENT AGENDA- RESOLUTON #2019- 76

Report of Municipal Clerk, Tax Collector, Utility Revenue Collector

Resolutions:

# 2019 - 69 - Redemption of Tax Liens

70 - Resolution Cancelling Various Unexpended Reserves as of December 31, 2018

71 - Resolution authorizing reimbursement to Heather Glen Condominium Association pursuant to Chapter 299, Public Law 1989, as amended for the year 2018

72 - Renewal of Contract with Encon Service Company

73 - Temporary Emergency Appropriation

74 - Payment of Bills

75 - Resolution of the Borough of Helmetta authorizing the award of a contract to S & G Paving, Inc. for the 2018 Helmetta Boulevard NJ DOT Road Improvements Project in an amount not to exceed \$244, 596.50

76 - Introduction of Budget

- Application of Kevin J. Palmer to Helmetta Fire Department

MOTION - Councilwoman Carolan-Genthe SECOND - Councilman Duffy

ROLL CALL: 4 - 0

\* ACCEPTANCE OF MINUTES February 27, 2019

MOTION - Councilwoman Carolan-Genthe SECOND - Councilman Dzingleski

ROLL CALL: 4 - 0

\* REPORTS of Committees, Borough Attorney, Borough Administrator

Councilman Dzingleski announced that on April 20, we will have Breakfast with the Easter Bunny; April 27 Earth Day - Community Clean Up Day, he stated that Paul does an excellent job and there is not much to clean up; May 18 - 19 Town Wide Yard

Sale and May 22<sup>nd</sup> is Hoagies with Heroes.

Councilwoman Carolan-Genthe reported that the PT A will be holding a Tricky Tray; the High School had their musical James and the Giant Peach which was excellent; Spring Break will be the week of April 21; Appleby School will have their production of Mary Poppins, Jr.; donations for the yard sale are being accepted and a car wash will be held. A raffle will be held for an electric guitar. DECA will be traveling to Florida on May 19. In conjunction with Helmetta, Spotswood will be holding a town wide yard sale.

\* ORDINANCE 2019-2 (First Reading)

Capital Ordinance supplementing Capital Ordinance No. 2018-03 finally adopted on J June 25, 2018, which provided for road improvements to Helmetta Boulevard, in order to appropriate an additional \$20,000 therefor, for a total appropriation of \$350,000 authorized in and by the Borough of Helmetta, in County of Middlesex, New Jersey

MOTION - Councilman Dzingleski SECOND - Councilwoman Carolan-Genthe ROLL  
CALL: 4 - 0

2019- 03 (First Reading) Capital Ordinance providing for Geographic  
Information System Mapping Phase IV - Part I, and appropriating \$18,500  
therefore, authorized in and by the Borough of Helmetta in the County of  
Middlesex, New Jersey

MOTION - Councilman Dzingleski SECOND - Councilman Karczewski ROLL  
CALL: 4 - 0

2019-04 (First Reading) Capital Ordinance providing for the acquisition and installation  
of new Water meters, and appropriating \$5,000 therefor, authorized in and by the  
Borough of Helmetta in the County of Middlesex, New Jersey MOTION - Councilman  
Dzingleski SECOND - Councilman Duffy  
ROLL CALL: 4 - 0

\* RESOLUTION 2019 - 78 - CLOSED SESSION - LAWYER/CLIENT  
MOTION - Councilwoman Carolan-Genthe SECOND - Councilman Dzingleski ROLL  
CALL: 4 - 0

A MOTION to go into Open Session was made by Councilwoman Carolan-Genthe and  
SECONDED by Councilman Dzingleski. ROLL CALL: 4 - 0

\* ADJOURNMENT

There being no other business, Councilman Dzingleski made a MOTION to adjourn the  
meeting at 7:45 P.M. which was SECONDED by Councilman Duffy. All were in favor.

Sandra Bohinski, RMC  
Municipal Clerk

REPORT OF MUNICIPAL CLERK  
SANDRA BOHINSKI

FEBRUARY, 2019

	Copies	Marr Lic	Plng Bd	Recycling	Marr Cer
Iglwesias	\$10.00		<u>\$10.00</u>		
Rohrman	\$28.00	\$28.00			
Duffy	\$19.40			\$19.40	
Carrol	\$28.00	<u>\$28.00</u>			
Mercado	\$9.70			<u>\$9.70</u>	
Carrol	<u>\$75.00</u>				<u>\$75.00</u>
	\$170.10	\$56.00	\$10.00	\$29.10	\$75.00
Dog & Cat License		\$894.00			

# BOROUGH OF HELMETTA

## REPORT OF THE TAX COLLECTOR

MONTH OF: FEBRUARY 2019

DATED: 3/7/2019

*Tina Mc Dermott*  
TINA McDERMOTT  
TAX COLLECTOR

### ADJUSTMENTS

6% PENALTY  
VET DISALLOWED  
LIEN TRANSFER EXT  
TRANSFER O/P

TAXES 2018 26,167.75  
TAXES 2019 913,314.96  
DISBURSEMENTS  
INTEREST 1,723.90

FORECLOSURE FEES 0.00  
LIEN REDEMPTION + INT 0.00  
RECORDING FEES 0.00  
COSTS FOR TAX SALE 0.00  
DUPLICATE BILL 10.00  
TAX SALE PREMIUMS 0.00

TOTAL 941,216.61

### TAX COLLECTORS TRUST

PRIOR BALANCE

DEPOSITS

45,007.51  
\$0.00  
45,007.51

DISBURSEMENTS

LIEN REDEMPTIONS

\$1,870.27  
\$32,502.88  
34,373.15  
BALANCE 43,137.24  
\$10,634.36

BANK BALANCE

Trust acct reconciled to 2/28/2019

LEDGER BALANCE

43,137.24  
10,634.36

### CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	1,438,934.52	(47,602.22)	1,391,332.30
2018	56,536.52	0.00	56,536.52

0.00

[illegible]

March 7, 2019  
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BOROUGH OF HELMETTA  
Cash Receipts Totals from 02/01/19 to 02/28/19

Page No: 1

Range: Block: First to Last	Range of Accounts: First to Last
Lot:	Range of Years: First to 2020
Qual:	Range of Periods: 1 to 12
Range of Codes: First to Last	Range of Dates: 02/01/19 to 02/28/19
Range of Batch Ids: First to Last	Name to Print: Bill To
Range of Sections: First to Last	Print Ref Num: N
Range of Spec Tax Codes: First to Last	Print Utility w/Block/Lot/Qual: N
Payment Type Includes:	Lien: Y
Tax: Y	Sp Assmnt: Y
Animal: N	Water: N
Misc: Y	Sewer: N
Check: Y	Credit: Y
Payment Method Includes:	Range of Installment Due Dates: First to Last
Cash: Y	Print Only Miscellaneous w/Block/Lot/Qual: N
Print Miscellaneous w/Block/Lot/Qual: N	

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2018	2019	2020		
001 Property Taxes	636	0.00	25,152.41	912,163.96	0.00	1,387.10	938,703.47
006 LIENHOLDER TAXES	1	0.00	0.00	1,151.00	0.00	12.09	1,163.09
008 Year End Penalty	1	0.00	1,015.34	0.00	0.00	324.71	1,340.05
Tax Payments	638	0.00	26,167.75	913,314.96	0.00	1,723.90	941,206.61
022 DUPLICATE BILL TAXES	2	10.00	0.00	0.00	0.00	0.00	10.00
Misc Payments	2	10.00	0.00	0.00	0.00	0.00	10.00
Payments Total:	640	10.00	26,167.75	913,314.96	0.00	1,723.90	941,216.61
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	640	10.00	26,167.75	913,314.96	0.00	1,723.90	941,216.61

Total Cash: 3,726.36

Total Check: 926,014.84

Total Credit: 11,475.41

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BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

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Range: Block: First to Last      Property Class Range: First to Last  
Lot:      Bill Year Range: 2019 to 2019  
Qual:      Bill Period Range: 1 to 4  
As Of Date: 02/28/19      Assessed Value/SPTX Code Year: 2019  
Include Zero Balances: Y  
Include Prior Yr/Prd In Balance: Y  
Direct Withdraw Accounts Only: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,407,166.39	1,407,161.12	0.00	0.00	2,814,327.51
Added/Omitted	3,023.87	3,023.83	0.00	0.00	6,047.70
Other Billing	500.00	0.00	250.00-	0.00	250.00
Balance Adjustments (Prin)	47,020.28-	250.00	0.00	0.00	46,770.28-
Payments (Prin)	1,349,695.10	30,513.39	2,314.14	0.00	1,382,522.63
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	13,974.88	1,379,921.56	2,564.14-	0.00	1,391,332.30
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	13,974.88	1,379,921.56	2,564.14-	0.00	1,391,332.30
Payments (Intr)	187.26	0.00	0.00	0.00	187.26
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 56,536.52  
Current Balance: 1,391,332.30  
Total Balance: 1,447,868.82

2019 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	7
Land Value:	83,859,044	Disabled Person	6
Improvement Value:	137,925,816	Surviving Spouse	0
Limited Exemptions:	0	Veteran	43
Net Taxable Value:	221,744,378	Widow of Veteran	4

NOTE: Zero balance accounts ARE included on the total pages.



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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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TAX YEAR 2019/1 - 2019/4

TAX LEVY		
Original (Original Billed + Deduction Amounts)	2,829,327.51	
Added	6,047.70	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	<u>0.00</u>	
TOTAL LEVY		2,835,375.21

2019 DEDUCTIONS			
Senior Citizen ( 7 ) x 250.00		1,750.00	
Disabled Person ( 6 ) x 250.00		1,500.00	
Surviving Spouse ( 0 ) x 250.00		0.00	
Veteran ( 43 ) x 250.00		10,750.00	
Widow of Veteran ( 4 ) x 250.00		<u>1,000.00</u>	
TOTAL DEDUCTION AMOUNTS 2019/1 - 2019/4			( <u>15,000.00</u> )
TOTAL LEVY TO BE COLLECTED			2,820,375.21

COLLECTIONS

Prepaid from Prior Year (before 01/01/19)		
001 Property Taxes	<u>42,495.40</u>	
Total from Prior Year		42,495.40
Current Year (01/01/19 - 12/31/19)		
001 Property Taxes	1,338,876.23	
006 LIENHOLDER TAXES	<u>1,151.00</u>	
Total Current Year		1,340,027.23
Subsequent Year (after 12/31/19)		
Total Subsequent Year		<u>0.00</u>
TOTAL COLLECTIONS		1,382,522.63

NSF REVERSALS		
TOTAL NSF REVERSALS	<u>0.00</u>	

TOTAL COLLECTIONS less NSF REVERSALS ( 1,382,522.63 )

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/Disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	250.00	0.00	250.00	1
053 Vet Allowed	0.00	250.00-	250.00-	1
054 Vet Disallowed	250.00	0.00	250.00	1
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	0.00	0.00	0.00	0
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 wid Allowed	0.00	0.00	0.00	0
060 wid Disallowed	250.00	0.00	250.00	1
061 Lien - Transfer Exst	0.00	0.00	0.00	
062 Foreclosure	0.00	0.00	0.00	
063 Transfer Overpayment	0.00	47,020.28-	47,020.28-	
064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	0.00	0.00	0.00	
070 County Board Judgmt	0.00	0.00	0.00	

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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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071 Miscellaneous	0.00	0.00	0.00	
072 State Tax Appeal	0.00	0.00	0.00	
073 Lien - Establish New	0.00	0.00	0.00	
074 Lien - Transfer O.B.	0.00	0.00	0.00	
075 Arrears - Transfer	0.00	0.00	0.00	
076 6% Penalty	0.00	0.00	0.00	
077 Lien Estab New Pnlty	0.00	0.00	0.00	
078 Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079 Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080 Credit Interest	0.00	0.00	0.00	
081 POST WRONG PROP	0.00	0.00	0.00	
082 TRANSFER PAYMENT	0.00	0.00	0.00	
083 Charge Interest	0.00	0.00	0.00	
084 Disabled Vet Exempt	0.00	0.00	0.00	
085 Transf to Water/Sewr	0.00	0.00	0.00	
086 NSF CHECK	0.00	0.00	0.00	
087 Transfer Balance	0.00	0.00	0.00	
088 LIENHOLDER PAYMENT	0.00	0.00	0.00	
090 SPECIAL CHARGE	0.00	0.00	0.00	
091 LIEN - SP CHRG MISC	0.00	0.00	0.00	0
152 Senior Chargeback	0.00	0.00	0.00	0
156 Disabled Chargeback	0.00	0.00	0.00	0
158 SSP Chargeback	0.00	0.00	0.00	
HR HOMESTEAD REBATE	0.00	0.00	0.00	
MIS MISC	0.00	0.00	0.00	
RVR RVRSL ADJ	0.00	0.00	0.00	
	<u>750.00</u>	<u>47,270.28-</u>	<u>46,520.28-</u>	<u>4</u>
TOTAL ADJUSTMENTS			<u>46,520.28-</u>	
BALANCE 2019/1 - 2019/4			47,602.22-	
Credit Balances			<u>1,438,934.52</u>	
Debit Balances				<u>1,391,332.30</u>
TOTAL BALANCE 2019/1 - 2019/4				

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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00
TOTAL INTEREST ADJUSTMENTS			<u>0.00</u>

## BOROUGH OF HELMETTA

2018

## DELINQUENT TAXES

as of 3/7/19

		TOTAL	Penalty	2018
sept payments omitted		4,630.82		
	vet disallowed		18.36	
	transfer o/p		47,020.28	
	6% penalty		1,015.34	
	lien transfer		(2,451.40)	
new lien				45,602.58
	Cash Recpts		adj	
LESS:				
JANUARY	100,663.74	(17,959.47)		82,704.27
FEBRUARY	82,704.27	(26,167.75)		56,536.52
MARCH				0.00
APRIL				0.00
MAY				0.00
JUNE				0.00
JULY				0.00
AUGUST				0.00
SEPTEMBER				0.00
OCTOBER				0.00
BALANCE				\$ 56,536.52

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BOROUGH OF HELMETTA  
Totals Only Tax Account Delinquent Report

Page No: 1

Range: Block: First to Last Property Class Range: First to Last Print Balances Greater Than: 0.00  
Lot: Bill Year Range: 2018 to 2018 Include Prior Yr/Prd In Balance: N  
Qual: Bill Period Range: 1 to 4 Include Interest Through: 02/28/19  
As Of Date: 02/28/19 Assessed Value/SPTX Code Year: 2018 Include Tax Sp Charges: N  
Include Utility Due As Of 02/28/19: N Include Other Special Charges: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	26,750.71	26,750.64	27,756.38	27,756.28	109,014.01
Added/Omitted	0.00	0.00	0.00	4,892.88	4,892.88
Other Billing	250.00	551.09	0.00	501.09	802.18
Balance Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Payments (Prin)	19,816.08	17,471.23	14,618.31	4,662.57	56,568.19
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	7,184.63	8,728.32	13,138.07	27,485.50	56,536.52
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	7,184.63	8,728.32	13,138.07	27,485.50	56,536.52
Payments (Intr)	1,375.09	1,179.70	800.18	526.20	3,881.17
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 0.00  
Current Balance: 56,536.52  
Total Per Diem Interest: 3,266.63  
Total Balance: 59,803.15

2018 DEDUCTIONS

Number of Accts:	20	Senior Citizen	0
Land Value:	1,734,600	Disabled Person	1
Improvement Value:	2,132,300	Surviving Spouse	0
Limited Exemptions:	0	Veteran	1
Net Taxable Value:	3,866,900	Widow of Veteran	0

NOTE: Balance includes Bill Year/Period Range Only.

NOTE: Per Diem Interest is included for Bill Year/Period Range Only.

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BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

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Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y  
Lot: Bill Year Range: 2018 to 2018 Include Prior Yr/Prd In Balance: Y  
Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N  
As Of Date: 02/28/19 Assessed Value/SPTX Code Year: 2018

	1st quarter	2nd Quarter	3rd quarter	4th Quarter	Total
Original Billed	1,400,325.69	1,400,320.42	1,400,432.14	1,426,170.61	5,627,248.86
Added/Omitted	701.12	701.11	0.00	7,232.47	8,634.70
Other Billing	1,000.00	48,870.95-	1,098.86	46,582.65-	93,354.74-
Balance Adjustments (Prin)	231.01	4,008.42	32,767.55	3,486.81-	33,520.17
Payments (Prin)	1,395,073.19	1,347,430.68	1,421,160.48	1,354,832.78	5,518,497.13
Payments (Pnlt)	0.00	0.00	0.00	1,015.34	1,015.34
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	7,184.63	8,728.32	13,138.07	27,485.50	56,536.52
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	7,184.63	8,728.32	13,138.07	27,485.50	56,536.52
Payments (Intr)	3,852.76	3,149.85	2,515.07	1,854.12	11,371.80
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 0.00  
Current Balance: 56,536.52  
Total Balance: 56,536.52

2018 DEDUCTIONS

Number of Accts: 1021  
Land Value: 83,851,762  
Improvement Value: 137,966,214  
Limited Exemptions: 0  
Net Taxable Value: 221,786,978

Senior Citizen 7  
Disabled Person 6  
Surviving Spouse 0  
Veteran 43  
Widow of Veteran 4

NOTE: Zero balance accounts ARE included on the total pages.

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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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TAX YEAR 2018/1 - 2018/4

TAX LEVY

Original (Original Billed + Deduction Amounts)	5,642,248.86	
Added	8,634.70	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
089 Billing Adjustment	0.00	
TOTAL LEVY		5,650,883.56

2018 DEDUCTIONS

Senior Citizen	( 7 ) x 250.00	1,750.00	
Disabled Person	( 6 ) x 250.00	1,500.00	
Surviving Spouse	( 0 ) x 250.00	0.00	
Veteran	( 43 ) x 250.00	10,750.00	
Widow of Veteran	( 4 ) x 250.00	1,000.00	
TOTAL DEDUCTION AMOUNTS 2018/1 - 2018/4			( 15,000.00 )
			5,635,883.56

TOTAL LEVY TO BE COLLECTED

COLLECTIONS

Prepaid from Prior Year (before 01/01/18)		
001 Property Taxes	116,514.69	
Total from Prior Year		116,514.69

Current Year (01/01/18 - 12/31/18)		
001 Property Taxes	5,331,192.68	
006 LIENHOLDER TAXES	27,677.88	
Total Current Year		5,358,870.56

Subsequent Year (after 12/31/18)		
001 Property Taxes	36,517.93	
006 LIENHOLDER TAXES	6,593.95	
008 Year End Penalty	1,015.34	
Total Subsequent Year		44,127.22
TOTAL COLLECTIONS		5,519,512.47

NSF REVERSALS

TOTAL NSF REVERSALS	0.00
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TOTAL COLLECTIONS less NSF REVERSALS

( 5,519,512.47 )

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/Disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	1,250.00	0.00	1,250.00	4
053 Vet Allowed	0.00	750.00-	750.00-	3
054 Vet Disallowed	1,018.36	0.00	1,018.36	5
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	750.00	0.00	750.00	3
057 Ssp Allowed	0.00	0.00	0.00	0
058 Ssp Disallowed	0.00	0.00	0.00	0
059 Wid Allowed	0.00	0.00	0.00	0
060 Wid Disallowed	127.84	0.00	127.84	1
061 Lien - Transfer Exst	0.00	2,451.40-	2,451.40-	
062 Foreclosure	0.00	0.00	0.00	
063 Transfer Overpayment	127,070.74	93,600.09-	33,470.65	

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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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064 Refund Overpayment	2,348.08	0.00	2,348.08	
069 Cancelled - Resolutn	0.00	0.00	0.00	
070 County Board Judgmt	0.00	0.00	0.00	
071 Miscellaneous	0.00	0.00	0.00	
072 State Tax Appeal	0.00	0.00	0.00	
073 Lien - Establish New	0.00	0.00	0.00	
074 Lien - Transfer O.B.	0.00	0.00	0.00	
075 Arrears - Transfer	0.00	0.00	0.00	
076 6% Penalty	1,015.34	0.00	1,015.34	
077 Lien Estab New Pnlty	0.00	0.00	0.00	
078 Lien Trnf Exst Pnlty	0.00	0.00	0.00	
079 Arrears Trnsfr Pnlty	0.00	0.00	0.00	
080 Credit Interest	0.00	0.00	0.00	
081 POST WRONG PROP	0.00	0.00	0.00	
082 TRANSFER PAYMENT	0.00	0.00	0.00	
083 Charge Interest	0.00	0.00	0.00	
084 Disabled Vet Exempt	0.00	0.00	0.00	
085 Transf to Water/Sewr	0.00	0.00	0.00	
086 NSF CHECK	25.00	0.00	25.00	
087 Transfer Balance	0.00	0.00	0.00	
088 LIENHOLDER PAYMENT	0.00	0.00	0.00	
090 SPECIAL CHARGE	0.00	0.00	0.00	
091 LIEN - SP CHRG MISC	0.00	0.00	0.00	
152 Senior Chargeback	0.00	0.00	0.00	0
156 Disabled Chargeback	0.00	0.00	0.00	0
158 SSP Chargeback	0.00	0.00	0.00	0
HR HOMESTEAD REBATE	401.14	97,039.58-	96,638.44-	
MIS MISC	0.00	0.00	0.00	
RVR RVRSL ADJ	0.00	0.00	0.00	
	<u>134,006.50</u>	<u>193,841.07-</u>	<u>59,834.57-</u>	<u>16</u>
TOTAL ADJUSTMENTS			<u>59,834.57-</u>	
BALANCE 2018/1 - 2018/4			0.00	
Credit Balances			<u>56,536.52</u>	
Debit Balances				
TOTAL BALANCE 2018/1 - 2018/4			<u>56,536.52</u>	



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BOROUGH OF HELMETTA  
Tax Account Status Audit Totals

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	<u>Debit</u>	<u>Credit</u>	<u>Net</u>
COLLECTOR INTEREST ADJUSTMENTS	0.00	0.00	0.00
TOTAL INTEREST ADJUSTMENTS			<u>0.00</u>

## TAX COLLECTOR'S TRUST ACCOUNT - BOROUGH OF HELMETTA

DATE	CHK#	SOURCE	NATURE OF ITEM	CHK AMT	cl	DEP AMT	Ck Register BALANCE	CLEARED BALANCE	NOTES
11/29/18		lien redemption	14-00018		X	\$40,084.14	\$74,233.50	\$74,233.50	
11/29/18		lien redemption	17-00010		X	\$3,187.29	\$77,420.79	\$77,420.79	Balance as of 11/30/18 statement
11/29/18		transfer to w/s	17-00010	\$629.26	X		\$76,791.53	\$76,791.53	629.26 to w/s by Denise
11/29/18	1064	14-00018	prem	\$9,800.00	X		\$66,991.53	\$66,991.53	
11/29/18	1065	14-00018	lien	\$40,084.14	X		\$26,907.39	\$26,907.39	
12/13/18		lien redemption	18-00007		X	\$351.84	\$27,259.23	\$27,259.23	
12/13/18	1066	17-00010	2,558.03, 1,800 prem	\$4,358.03	X		\$22,901.20	\$22,901.20	
12/13/18	1067	18-00007	351.84 & 800 prem	\$1,151.84	X		\$21,749.36	\$21,749.36	
12/20/18		lien redemption	18-00001		X	\$1,818.14	\$23,567.50	\$23,567.50	
12/31/18		BANK MAINT FEE		\$15.00	X		\$23,552.50	\$23,552.50	Balance as of 12/31/18 statement
1/2/19	1068	18-00001	1818.14, 900 prem	\$2,718.14	X		\$20,834.36	\$20,834.36	
1/17/19		lien redemption	18-00006		X	\$3,998.77	\$24,833.13	\$24,833.13	redemption amount 3,998.87
1/17/19	adj	trans to Tax Current	18-00006	\$1.90	X		\$24,831.23	\$24,831.23	
1/31/19		lien redemption	15-00016		X	\$27,402.88	\$52,234.11	\$52,234.11	
1/31/19		lien redemption	18-00002		X	\$1,604.16	\$53,838.27	\$53,838.27	Balance as of 1/31/19 statement
1/31/19		transfer to w/s	18-00002	\$833.89	X		\$53,004.38		redemption amount \$770.27
1/31/19	1069	18-00006	3998.87 & 4000 prem	\$7,998.87	X		\$45,007.51		
2/14/19	1070	18-00002	1100 prem, 770.27	\$1,870.27	X		\$43,137.24		Balance as of 2/28/19 statement
2/28/19	1071	15-00016	5100 prem, 27,402.88	\$32,502.88			\$10,634.36		

# Water/Sewer Receipts Report

January 2019

	<u>Water</u>	<u>Sewer</u>	<u>Total</u>
2018 Principal	\$ 5,659.07	\$ 4,392.01	\$ 10,051.08
2019 Principal	44,681.60	57,102.03	101,783.63
2019 Overpayments	<u>865.03</u>	<u>1,182.06</u>	<u>2,047.09</u>
Subtotal	51,205.70	62,676.10	113,881.80
Interest	<u>138.85</u>	<u>129.21</u>	<u>268.06</u>
Subtotal	51,344.55	62,805.31	114,149.86
Lien Holder Payments	1,360.25	1,367.27	2,727.52
Lien Holder Interest	50.22	53.74	103.96
Subtotal	52,755.02	64,226.32	116,981.34
Final Water Reads	-	-	-
NSF Returned Checks	-	-	-
Refund Overpayment	-	-	-
NSF Bank Fees	-	-	-
W/S Duplicate Bill Fee	-	-	-
New Water Meter	-	-	-
Connection Fee	-	-	-
Water Meter Testing	-	-	-
Transfer in from Tax	-	-	-
Transfer out to Tax	<u>(150.00)</u>	-	<u>(150.00)</u>
	\$ 52,605.02	\$ 64,226.32	\$ 116,831.34

Carol Feig  
Utility Revenue Collector

RESOLUTION  
# 2019 - 69

REDEMPTION OF TAX LIENS

BE IT RESOLVED, that the Tax Collector has requested the following tax liens be hereby cancelled:

BL 22 LOT 20 aka 27 Old Forge Rd  
CERT 15-00016 US BANK CUST PC6 STERLING \$32,502.88  
(27,402.88 & 5,100 PREMIUM)

BL 18 LOT 3.04 aka 107 John Street  
CERT 18-00002 US BANK cst ACTLIEN \$1,870.27 (770.27 & 1,100  
PREMIUM)

BL 21 LOT 7.1 aka 1201 Stoneridge Circle  
CERT 18-00006 CULMAC CAPITAL \$7,996.87 (3,996.87 & 4,000  
PREMIUM)

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						✓
Reid						✓

CERTIFICATION

I, Sandra Bohinski, 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 March 20, 2019.

*Sandra Bohinski*  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**BOROUGH OF HELMETTA**  
**COUNTY OF MIDDLESEX, NEW JERSEY**  
**RESOLUTION CANCELLING VARIOUS UNEXPENDED RESERVES**  
**AS OF DECEMBER 31, 2018**

**WHEREAS**, the Chief Financial Officer has recently performed a review of unexpended balance of improvement authorizations, inactive grants receivable reserve and various other inactive reserves; and

**WHEREAS**, as a result of her review, it was determined that various inactive, unexpended and unneeded improvement authorizations, balances of various inactive reserves and grants receivable exist that should be considered for cancellation; and

**WHEREAS**, it is essential to sound financial practices in a municipality to review accounts from time to time for cancellation; and

**WHEREAS**, the Borough Auditor has recommended the cancellation of certain inactive, unneeded and unexpended improvement authorizations, inactive grants receivable and various inactive reserves; and

**WHEREAS**, Business Administrator and Chief Financial Officer have also reviewed the accounts and concur with the Auditor's recommendations.

**NOW, THEREFORE, BE IT RESOLVED** that the following are hereby cancelled to their respective fund balance.

	<u>Ordinance Number</u>	<u>Amount</u>	<u>Cancelled to:</u>
<b><u>General Capital Fund</u></b>			
Acquisition / DPW Truck	2014-5	\$ 2,914.00	Capital Improvement Fund
Various Police Dept Improvements	2014-9	\$ 300.32	Capital Improvement Fund
Fire Fighting Equipment	2015-8	\$ 17.87	Capital Improvement Fund
Police Equipment	2016-2	\$ 3,750.00	Capital Improvement Fund
<b><u>Current Fund</u></b>			
Codification of Ordinances - Insurance Reimbursement		\$ 6,530.20	Fund Balance
Accounts Payable		5,600.00	Fund Balance

BOROUGH OF HELMETTA  
COUNTY OF MIDDLESEX, NEW JERSEY  
RESOLUTION CANCELLING VARIOUS UNEXPENDED RESERVES  
AS OF DECEMBER 31, 2018  
(CONTINUED)

**BE IT FURTHER RESOLVED that:**

- 1 Certified copies of this resolution sent to the Business Administrator and Borough Auditor.
2. Certified copy be sent to the Chief Financial Officer who is authorized to make the appropriate accounting entries.

DATED: March 20, 2019

	<u>Motion</u>		<u>Recorded Vote</u>			
	<u>1<sup>st</sup></u>	<u>2<sup>nd</sup></u>	<u>Aye</u>	<u>Nay</u>	<u>Absent</u>	<u>Abstain</u>
Karczewski			✓			
Dzingleski			✓			
Carolán-Genthe	✓		✓			
Duffy		✓	✓			
Perez					✓	
Reid					✓	

**CERTIFICATION**

I, Sandra Bohinski, Acting Borough 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 the 20<sup>th</sup> day of March, 2019.

  
 Sandra Bohinski, Borough Clerk

**RESOLUTION  
#2019 - 71**

**RESOLUTION AUTHORIZING REIMBURSEMENT TO HEATHER GLEN  
CONDOMINIUM ASSOCIATION PURSUANT TO CHAPTER 299, PUBLIC  
LAW 1989, AS AMENDED, FOR THE YEAR 2018**

**WHEREAS**, Heather Glen Condominium Association (the "Association") is a qualified private community pursuant to Chapter 299, Public Law 1989, as amended (the "Law"); and

**WHEREAS**, the Borough of Helmetta is required to provide to reimburse the Association for certain municipal services pursuant to the Law; and

**WHEREAS**, if the Borough provides reimbursement to the Association for certain municipal services, the reimbursement shall not exceed the amount that the Borough would have expended to provide the equivalent services; and

**WHEREAS**, the Borough and the Association entered into an Agreement dated June 23, 1994 providing for the reimbursement procedure for covered municipal services; and

**WHEREAS**, RCP Management Company, on behalf of the Association, submitted bills from Midco Waste Systems for garbage and recycling services for the year 2018 in the amount of \$65,851.30, which represents garbage and recycling pickup at twice the frequency of the Borough pickup; and

**WHEREAS**, the Chief Finance Officer has determined that the cost that would have been paid by the Association if they had the same level of service provided by the Borough to be \$32,925.65; and

**WHEREAS**, the Chief Finance Officer has determined that, under the Borough's agreements in place for 2018, it would have cost the Borough approximately \$75,616.88 to provide equivalent services; and

**WHEREAS**, RCP Management Company, on behalf of the Association, submitted bills from Jersey Central Power & Light for street lighting for the year 2018 in the amount of \$6,415.52; and


**WHEREAS**, the Borough is responsible for forty percent (40%) of the street lighting bill as certain of the lights illuminate private parking areas.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Helmetta that the Chief Financial Officer be and is hereby authorized to issue a check in the amount of thirty-five thousand four hundred ninety-one dollars and eighty-six cents (\$35,491.86) to Heather Glen Condominium Association representing 2018 garbage reimbursement of thirty-two thousand nine hundred twenty-five dollars and sixty-five cents (\$32,925.65) and 2018 street light reimbursement of two thousand five hundred sixty-six dollars and twenty-one cents (\$2,566.21).

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						✓
Reid						✓

### CERTIFICATION

I, Sandra Bohinski, 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 March 20, 2019.

  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk



**Heather Glen Reimbursement 2018**

Invoice	Date	Basic Service- Twice per Week	Fuel/Envir	Total	Cost if Once per Week	Recycling- weekly pickup	Recycling Surcharge	Total	Cost if every other week	Total	Invoice Total	Spreadsheet Total
0689-002589176	1/12/2018	3,421.21	1,176.80	4,598.01	2,299.01	399.18	80.31	479.49	239.75	2,538.75	4371.74	5,077.50
0689-002613419	2/12/2018	3,421.21	1,206.42	4,627.63	2,313.82	399.18	80.31	479.49	239.75	2,553.56	4373.93	5,107.12
0689-002635833	3/12/2018	3,421.21	1,255.19	4,676.40	2,338.20	399.18	80.31	479.49	239.75	2,577.95	4398.02	5,156.89
0689-002657659	4/12/2018	3,968.61	1,406.58	5,375.19	2,687.60	498.98	80.31	579.29	289.65	2,977.24	4486.46	5,954.48
0689-002681136	5/12/2018	3,968.61	1,409.68	5,378.29	2,689.15	498.98	80.31	579.29	289.65	2,978.79	4474.18	5,957.58
0689-002704751	6/12/2018	3,968.61	1,478.75	5,447.36	2,723.68	498.98	80.31	579.29	289.65	3,013.33	4471.56	6,026.65
0689-002725459	7/12/2018	3,968.61	1,547.05	5,515.66	2,757.83	498.98	80.31	579.29	289.65	3,047.48	4461.85	6,094.95
0689-002746281	8/15/2018	3,968.61	1,529.23	5,497.84	2,748.92	498.98	80.31	579.29	289.65	3,038.57	4459.25	6,077.13
	9/1/2018	5,100.00			-			-		2,550.00	4444.73	5,100.00
	10/1/2018	5,100.00			-			-		2,550.00	4434.66	5,100.00
	11/1/2018	5,100.00			-			-		2,550.00	4566.37	5,100.00
	12/1/2018	5,100.00			-			-		2,550.00	4447.32	5,100.00
				<u>\$50,506.68</u>	<u>\$11,009.70</u>	<u>\$41,116.38</u>	<u>\$20,558.19</u>	<u>\$3,692.44</u>	<u>\$642.48</u>	<u>\$4,334.92</u>	<u>\$2,167.46</u>	<u>\$32,925.65</u>
											<u>\$53,380.07</u>	<u>65,851.30</u>

**Reimbursement Amount      \$32,925.65**

Spotswood invoices	51,444.00
MCJA invoices	53,941.88
Subtotal	105,385.88
Heimetta households	551
Cost per household	191.26
Heather Glen households	340
Projected cost	65,029.40
MCJA invoices every other w	17,157.95
Heimetta households	551
Cost per household	31.14
Heather Glen households	340
Projected cost	10,587.48
Total Projected cost	75,616.88
	137.24
	11.44

**RESOLUTION  
#2019 - 72**

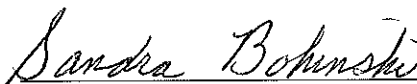
**RENEWAL OF CONTRACT WITH ENCON SERVICE COMPANY**

**BE IT RESOLVED**, by the Governing body of the Borough of Helmetta, that the contract with Encon Service Company is hereby renewed and the Mayor is hereby authorized to execute the contract.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						✓
Reid						✓

**CERTIFICATION**

I, Sandra Bohinski, 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 March 20, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

**BOROUGH OF HELMETTA**

**RESOLUTION #2019- 73**

**TEMPORARY EMERGENCY APPROPRIATION #2**

**WHEREAS**, an emergency condition has arisen in the 2019 Operating Budgets with respect to additional cost prior to the adoption of the budget, N.J.S.A. 40A:4-20 provides for the creation of an emergency temporary appropriation, and;

**WHEREAS**, the total Emergency Temporary Resolutions adopted in the year 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution totals \$308,141.00 (three hundred eight thousand one hundred and forty-one dollars), and;

**Now, therefore, be it resolved** that in accordance with N.J.S.A. 40A:4-20:

1. An Emergency Temporary Appropriation be and the same is hereby made for:

<b>Current Fund</b>		
<b>Tax Assessment and Administration (Assessment of Taxes)</b>		
9-01-20-710-010	Salaries & Wages	2,000.00
9-01-20-710-020	Other Expenses	2,000.00
<b>Planning Board</b>		
9-01-21-720-020	Other Expenses	1,000.00
<b>Health Insurance Employee</b>		
9-01-23-733-020		25,000.00
<b>Streets &amp; Roads</b>		
9-01-26-765-020	Other Expenses	5,000.00
<b>Animal Control</b>		
9-01-27-788-010	Salaries & Wages	1,000.00
<b>Electricity</b>		
9-01-31-825-020	Other Expenses	5,000.00
<b>Telephone Costs</b>		
9-01-31-827-020	Other Expenses	5,000.00
<b>Natural Gas</b>		
9-01-31-829-020	Other Expenses	5,000.00
<b>Office Supplies</b>		
9-01-31-834-020	Other Expenses	1,000.00
<b>Landfill/Disposal Solid Waste</b>		
9-01-32-837-020	Other Expenses	10,000.00
<b>CDBG 2019</b>		
9-01-40-350-020		22,641.00
<b>Municipal Court</b>		
9-01-42-855-020	Other Expenses	3,500.00

<b>Capital Improvement Fund</b>		
9-01-44-860-020		10,000.00
<b>Interlocal &amp; Shared Services</b>		
<b>Middlesex CO Recycling</b>		10,000.00
9-01-43-786-020		
<b>Total Current Fund</b>		108,141.00
<b>Water Operating Fund</b>		
<b>Purchase of Water</b>		
9-05-55-500-025		100,000.00
<b>Total Water Fund</b>		100,000.00
<b>Sewer Operating Fund</b>		
<b>Monroe MUA Charges</b>		
9-07-55-500-021		100,000.00
<b>Total Sewer Fund</b>		100,000.00
<b>Grand Total</b>		308,141.00

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						✓
Reid						✓

#### CERTIFICATION

I, Sandra Bohinski, 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 March 20, 2019.

*Sandra Bohinski*  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

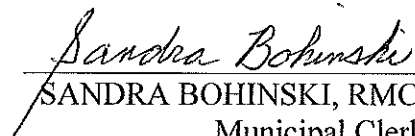
RESOLUTION  
#2019 – 74  
PAYMENT OF BILLS

BE IT RESOLVED, that all bills on the list shall be paid.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						✓
Reid						✓

CERTIFICATION

I, Sandra Bohinski, 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 March 20, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

March 20, 2019  
01:02 PM

BOROUGH OF HELMETTA  
Bill List by P.O. Number

Page No: 1

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

Open: N Paid: N Void: N  
Rcvd: Y Held: Y Apprv: N  
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Amount	Charge Account	Acct Type	Contract PO Type	Description	Stat/Chk	Enc Date	First Rcvd Date	chk/Void Date	Invoice
18-00858	12/21/18	CLE03 CLEAN AIR COMPANY										
1	CLEAN AIR PREVENTIVE MAINTEN	568.00	8-01-25-749-020	B	FIRE DEPARTMENT OE	R	12/21/18 03/18/19					
19-00653	01/04/19	CEN07 CENTRAL JERSEY SECURITY										
1	QUARTERLY MAINTANCE CHARGES	156.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	01/04/19 03/18/19					
2	QUARTERLY MAINTANCE CHARGES	96.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	01/04/19 03/18/19					
		252.00										
19-00676	01/11/19	AUTOZ005 AUTOZONE STORES LLC										
1	BATTERIES FOR F550	263.98	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	01/11/19 03/15/19					
2	BATTERY CORES	36.00	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	01/11/19 03/15/19					
		299.98										
19-00716	02/04/19	MGL01 MGL PRINTING SOLUTIONS										
1	CLEARING ACCOUNT CHECKS-1,500	198.00	9-01-20-705-021	B	FINANCE OE	R	02/04/19 03/19/19					
2	CLEARING ACCOUNT CHECKS-1,500	66.00	9-05-55-500-021	B	WATER OPERATING OE	R	02/04/19 03/19/19					
3	CLEARING ACCOUNT CHECKS-1,500	66.00	9-07-55-500-021	B	SEWER OPERATING OE	R	02/04/19 03/19/19					
		330.00										
19-00740	02/19/19	BET01 BETTER LIVING										
1	ROPE FOR FLAG POLE	17.99	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	02/19/19 03/15/19					
2	BOLT SNAPES FOR FLAG	5.98	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	02/19/19 03/15/19					
3	RUBBER ENDS FOR TABLES	9.44	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	02/19/19 03/15/19					
		33.41										
19-00741	02/19/19	TRA04 TRAP ROCK INDUSTRIES LLC										
1	COLD PATCH	419.20	9-01-26-765-020	B	STREETS & ROADS OE	R	02/19/19 03/15/19					
19-00749	02/21/19	MID10 MIDDLESEX WELDING SALES, INC.										
1	WELDING TANK RENTAL	109.10	9-01-26-765-020	B	STREETS & ROADS OE	R	02/21/19 03/15/19					
19-00750	02/21/19	AUTOZ005 AUTOZONE STORES LLC										
1	BLUE SHOP TOWELS (6PK)	12.99	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	02/21/19 03/15/19					
2	PB BLASTER PENETRATING SPRAY	10.78	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	02/21/19 03/15/19					
3	AW32 HYDRAULIC FLUID (5GAL)	159.96	9-01-26-315-020	B	VEHICLE MAINT-PUBLIC WORKS	R	02/21/19 03/15/19					

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19-00750	02/21/19	AUTOZONE STORES LLC		Continued					
4	TRANSFER PUMP	10.83	9-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R		02/21/19 03/15/19		
5	SPEEDY DRY	24.95	9-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R		02/21/19 03/15/19		
		219.51							
19-00756	02/22/19	APCER005 AP CERTIFIED TESTING, LLC							
1	CURB STOP 4FT, HOLE LID REMOVE	40.00	9-01-26-765-020	B STREETS & ROADS OE	R		02/22/19 03/18/19		
2	T LIFT MANHOLE COVER LIFTER	149.00	9-01-26-765-020	B STREETS & ROADS OE	R		02/22/19 03/18/19		
3	SHIPPING	50.00	9-01-26-765-020	B STREETS & ROADS OE	R		02/22/19 03/18/19		
		239.00							
19-00760	02/25/19	PRECISION ANALYTICAL SVCS, INC							
1	JANUARY SAMPLE ANALYSIS	37.00	9-05-55-500-021	B WATER OPERATING OE	R		02/25/19 03/15/19		
19-00761	02/25/19	K&A EXCAVATING, INC.							
1	LOAD OF CONCRETE RECYCLED	100.00	6-02-15-026-004	B 2016 RECYCLING TONNAGE GRANT	R		02/25/19 03/15/19		
19-00763	02/25/19	CIRCLE JANITORIAL SUPPLIES							
1	NEUTRAL FLOOR CLEANER	39.95	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		02/25/19 03/15/19		
2	TOILET PAPER	47.15	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		02/25/19 03/15/19		
3	55 GALLON GARBAGE BAGS	59.00	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		02/25/19 03/15/19		
		146.10							
19-00768	02/27/19	WATER005 WATER RESOURCE MANAGEMENT, INC							
1	WHM19M01-1	510.00	9-05-55-500-021	B WATER OPERATING OE	R		02/27/19 03/15/19		
2	WHM19M01-1	1,275.00	9-07-55-500-021	B SEWER OPERATING OE	R		02/27/19 03/15/19		
		1,785.00							
19-00771	03/01/19	BRIAN'S LAWN MOWER							
1	BAR OIL	16.99	9-01-26-765-020	B STREETS & ROADS OE	R		03/01/19 03/15/19		
2	TUBE	12.99	9-01-26-765-020	B STREETS & ROADS OE	R		03/01/19 03/15/19		
3	FLEX DRIVE SHAFT	34.99	9-01-26-765-020	B STREETS & ROADS OE	R		03/01/19 03/15/19		
4	INSTALL PARTS	28.00	9-01-26-765-020	B STREETS & ROADS OE	R		03/01/19 03/15/19		
		92.97							
19-00772	03/01/19	BETTER LIVING							
1	CAULK GUN	7.29	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		03/01/19 03/15/19		

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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description		Enc Date	Date	
19-00772 03/01/19 BET01		BETTER LIVING		Continued					
2 SILICONE TUBE FOR COM CENTER		6.49	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		03/01/19	03/15/19	
		13.78							
19-00773 03/04/19 BRU		BRUNSWICK UNIFORM SUPPLY							
1 BAUZA SHIRTS/HAT/PANTS/JACKET		281.25	9-01-26-765-020	B STREETS & ROADS OE	R		03/04/19	03/15/19	
19-00782 03/05/19 JAM04		JAMESBURG PRESS							
1 CO FORMS (250CT.)		115.00	9-01-22-725-020	B UNIFORM CONSTRUCTION CODE OE	R		03/05/19	03/15/19	
19-00786 03/06/19 HEA01		HEATHER GLEN CONDO ASSOCIATES							
1 STREET LIGHTING REIMBURSEMENT		2,566.21	8-01-26-325-002	B CONDO ACT / STREET LIGHTS	R		03/06/19	03/15/19	
2 TRASH/RECYCLING REIMBURSEMENT		32,925.65	8-01-26-325-020	B CONDO ACT / TRASH RWL	R		03/06/19	03/15/19	
		35,491.86							
19-00789 03/08/19 STA17		STAR2STAR COMMUNICATIONS							
1 TELEPHONES-MARCH (MUNICIPAL)		288.05	9-01-31-827-020	B TELEPHONE COSTS	R		03/08/19	03/15/19	
2 TELEPHONES-MARCH (PD)		199.18	9-01-31-827-020	B TELEPHONE COSTS	R		03/08/19	03/15/19	
3 TELEPHONES-MARCH (FD)		240.82	9-01-31-827-020	B TELEPHONE COSTS	R		03/08/19	03/15/19	
		728.05							
19-00790 03/08/19 MCG01		Middlesex Cty Utilities Auth							
1 DUMPING CHARGES-FEBRUARY 2019		3,416.28	9-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE	R		03/08/19	03/15/19	
19-00793 03/08/19 PAULR005		PAUL REED							
1 TRAILER TOP HATCH		15.00	9-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R		03/08/19	03/15/19	
19-00795 03/12/19 GRE		GREATAMERICA FINANCIAL SERVICE							
1 STAR2STAR PHONE SYSTEM		437.21	9-01-31-827-020	B TELEPHONE COSTS	R		03/12/19	03/15/19	
19-00796 03/12/19 EAS01		EAST BRUNSWICK WATER UTILITY							
1 FEBRUARY 2019 WATER		23,508.20	9-05-55-500-025	B PURCHASE OF WATER	R		03/12/19	03/15/19	
19-00797 03/12/19 ACT01		ACTION DATA SVC, INC							
1 PAYROLL-INVOICE 63078		51.97	9-01-20-705-021	B FINANCE OE	R		03/12/19	03/15/19	
2 PAYROLL-INVOICE 63078		17.32	9-05-55-500-021	B WATER OPERATING OE	R		03/12/19	03/15/19	
3 PAYROLL-INVOICE 63078		17.33	9-07-55-500-021	B SEWER OPERATING OE	R		03/12/19	03/15/19	
		86.62							



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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description		Enc Date	Date	
19-00798 03/12/19 MC101 Middlesex Cty Improvement Auth									
1 SINGLE FAMILY HOUSEHOLD			1,259.27	9-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	03/12/19	03/15/19	
2 BRUSH TO CTY/MUN SITE			56.16	9-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM	R	03/20/19	03/20/19	
			1,315.43						
19-00799 03/12/19 HOM03 HOME NEWS & TRIBUNE									
1 NOTICE TO BIDDERS			105.52	9-01-20-120-020	B MUNICIPAL CLERK OE	R	03/12/19	03/15/19	
2 WEDNESDAY MEETING CHANGE			5.72	9-01-20-120-020	B MUNICIPAL CLERK OE	R	03/12/19	03/15/19	
			111.24						
19-00800 03/12/19 CLE04 CLEARY GIACOBBE ALFIERI&ACOBBS									
1 LEGAL SERVICES FEBRUARY 2019			735.00	9-01-20-712-020	B LEGAL SERVICES OE	R	03/12/19	03/15/19	
19-00803 03/12/19 COM940 COMCAST									
1 ACCT# 8499 05 248 0016940			149.02	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/12/19	03/15/19	
19-00804 03/12/19 GRA10 GRANICK, PAUL									
1 COURT SESSION 3/12/19			400.00	9-01-25-757-020	B MUNICIPAL PROSECUTOR OE	R	03/12/19	03/15/19	
19-00805 03/13/19 CIT02 CIT-E-NET LLC									
1 SUBSCRIPTION 2/1/19-1/31/20			1,500.00	9-01-20-110-023	B MAYOR & COUNCIL OE - WEBSITE ADMIN	R	03/13/19	03/15/19	
19-00806 03/13/19 W00005 WOODBRIDGE DEPT OF HEALTH									
1 1ST QTR ANIMAL CONTROL			825.00	9-01-43-772-020	B WOODBRIDGE ANIMAL CONTROL	R	03/13/19	03/18/19	
19-00807 03/13/19 WATER005 WATER RESOURCE MANAGEMENT, INC									
1 WHM19W01-2			510.00	9-05-55-500-021	B WATER OPERATING OE	R	03/13/19	03/15/19	
2 WHM19W01-2			1,275.00	9-05-55-500-021	B WATER OPERATING OE	R	03/13/19	03/15/19	
			1,785.00						
19-00809 03/15/19 READ READY REFRESH BY NESTLE									
1 WATER			35.69	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/15/19	03/15/19	
19-00812 03/18/19 CEN07 CENTRAL JERSEY SECURITY									
1 QUARTERLY MAINTENANCE CHARGES			156.00	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/18/19	03/18/19	
2 QUARTERLY MAINTENANCE CHARGES			96.00	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	03/18/19	03/18/19	
			252.00						

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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void
Item Description					Acct Type Description		Enc Date	Date Invoice
19-00813 03/18/19 RUT02		RUTGERS, THE STATE UNIVERSITY						
1 PUBLIC WORKS CPWM REVIEW			419.00	9-01-26-765-020	B STREETS & ROADS OE	R	03/18/19	03/18/19
19-00814 03/18/19 REM01		RENINGTON & VERNICK ENGINEERS						
1 JOB #12067078-6			2,506.27	C-04-55-314-001	B 2018-03 ROAD IMPROVE HELMETTA BLVD	R	03/18/19	03/18/19
19-00815 03/18/19 REM01		RENINGTON & VERNICK ENGINEERS						
1 2019 ANNUAL WATER TANK INSPECT			1,525.52	9-05-55-500-021	B WATER OPERATING OE	R	03/18/19	03/18/19
19-00816 03/18/19 JCP01		JCP&L						
1 ACCT# 100 117 346 864			191.41	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
2 ACCT# 100 087 095 251			11.30	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
3 ACCT# 100 128 456 728			6.61	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
4 ACCT# 100 128 267 034			24.78	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
5 ACCT# 100 114 338 708			3.64	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
6 ACCT# 100 054 008 006			219.43	9-01-31-825-020	B ELECTRICITY	R	03/18/19	03/18/19
			457.17					
19-00817 03/18/19 XTE01		XTEL COMMUNICATIONS						
1 FAX LINES			455.96	9-01-31-827-020	B TELEPHONE COSTS	R	03/18/19	03/18/19
19-00819 03/20/19 VER02		VERIZON WIRELESS						
1 CELL PHONE-MARCH			71.44	9-01-26-765-020	B STREETS & ROADS OE	R	03/20/19	03/20/19
Total Purchase Orders:	40	Total P.O. Line Items:	73	Total List Amount:	81,268.26	Total Void Amount:	0.00	

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	8-01	36,059.86	0.00	36,059.86	0.00	0.00	36,059.86
CURRENT FUND	9-01	13,794.76	0.00	13,794.76	0.00	0.00	13,794.76
WATER OPERATING FUND	9-05	27,449.04	0.00	27,449.04	0.00	0.00	27,449.04
SEWER OPERATING FUND	9-07	1,358.33	0.00	1,358.33	0.00	0.00	1,358.33
	Year Total:	42,602.13	0.00	42,602.13	0.00	0.00	42,602.13
GENERAL CAPITAL FUND	C-04	2,506.27	0.00	2,506.27	0.00	0.00	2,506.27
GRANT FUND	G-02	100.00	0.00	100.00	0.00	0.00	100.00
Total of All Funds:		81,268.26	0.00	81,268.26	0.00	0.00	81,268.26

**RESOLUTION #**  
**2019 - 75**

**RESOLUTION OF THE BOROUGH OF HELMETTA AUTHORIZING THE AWARD OF A CONTRACT TO S & G PAVING CO. INC. FOR THE 2018 HELMETTA BOULEVARD NJ DOT ROAD IMPROVEMENTS PROJECT IN AN AMOUNT NOT TO EXCEED \$244,596.50**

**WHEREAS**, the Borough of Helmetta (the "Borough") issued an invitation to bid on the Helmetta Boulevard 2018 NJDOT Road Improvements Project (the "Project"), including the instruction for bidders to submit a sealed bid; and

**WHEREAS**, the Borough Engineer has determined that the lowest responsible bidder to submit a conforming bid for the Project is S & G Paving Inc., of Jamesburg, New Jersey, with a base bid of \$244,596.50 and

**WHEREAS**, the Borough Attorney has reviewed S & G's bid and has found it to be legally sufficient; and

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

**NOW, THEREFORE, BE IT RESOLVED**, by the Borough Council of the Borough of Helmetta that the Helmetta Boulevard 2018 NJDOT Road Improvements Project is hereby awarded to S & G Paving Inc., and that the Mayor is hereby authorized to execute a contract, in a form legally acceptable to the Borough Attorney, to S & G Paving, Inc. in an amount not to exceed \$244,596.50 and in accordance with the bid proposal submitted by S & G Paving, Inc. upon the certification of funds by the Chief Financial Officer;


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

- a. S & G Paving, Inc.
- b. Borough Chief Financial Officer
- c. Joseph Y oussof,, Borough Attorney

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe	✓		✓			
Duffy		✓	✓			
Dzingleski			✓			
Perez						
Reid						

### **CERTIFICATION**

I, Sandra Bohinski, 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 March 20, 2019.

  
 Sandra Bohinski, RMC  
 Borough Clerk

**BOROUGH OF HELMETTA  
COUNTY OF MIDDLESEX**

**CAPITAL ORDINANCE NO. 2019-02**

**CAPITAL ORDINANCE SUPPLEMENTING CAPITAL ORDINANCE NO. 2018-03  
FINALLY ADOPTED ON JUNE 25, 2018, WHICH PROVIDED FOR ROAD  
IMPROVEMENTS TO HELMETTA BOULEVARD, IN ORDER TO APPROPRIATE  
AN ADDITIONAL \$20,000 THEREFOR, FOR A TOTAL APPROPRIATION OF  
\$350,000, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN COUNTY  
OF MIDDLESEX, NEW JERSEY**

WHEREAS, the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") adopted Capital Ordinance No. 2018-03 on June 25, 2018 (the "Prior Ordinance"), providing for road improvements to Helmetta Boulevard; and

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

WHEREAS, the Borough has an additional \$20,000 available in its General Capital Improvement Fund, in addition to the \$330,000 funds appropriated by the Prior Ordinance.

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

Section 1. For the improvements authorized in Section 2 of the Prior Ordinance there is hereby appropriated the sum of \$20,000 in addition to the \$330,000 appropriated by the Prior Ordinance, said additional sum to be appropriated from the Borough's General Capital Improvement Fund.

Section 2. The 2019 capital budget of the Borough will conform with the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 3. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 4. All other provisions of the Prior Ordinance remain unchanged.

Section 5. This ordinance shall take effect as provided by law.

**BOROUGH OF HELMETTA  
COUNTY OF MIDDLESEX**

**CAPITAL ORDINANCE NO. 2019-03**

**CAPITAL ORDINANCE PROVIDING FOR GEOGRAPHIC INFORMATION SYSTEM  
MAPPING - PHASE IV - PART I, AND APPROPRIATING \$18,500 THEREFOR,  
AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE COUNTY OF  
MIDDLESEX, NEW JERSEY**

WHEREAS, the Borough Council of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") has determined to provide for Geographic Information System (GIS) Mapping - Phase IV - Part I; and

WHEREAS, the Borough has available \$6,200 in the Borough's General Capital Improvement Fund, \$6,150 in the Borough's Water Capital Fund Balance, and \$6,150 in the Borough's Sewer Capital Improvement Fund.

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

Section 1. The improvements described in Section 2 of this ordinance are hereby authorized as general capital, water capital and sewer capital improvements to be undertaken in and by the Borough. For the improvements or purposes described in Section 2, there is hereby appropriated \$18,500, said sum being inclusive of \$6,200 from the Borough's General Capital Improvement Fund, \$6,150 from the Borough's Water Capital Fund Balance, and \$6,150 from the Borough's Sewer Capital Improvement Fund.

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

Section 3. The 2019 capital budget of the Borough will conform to the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 5. This ordinance shall take effect as provided by law.

**BOROUGH OF HELMETTA  
COUNTY OF MIDDLESEX**

**CAPITAL ORDINANCE NO. 2019-04**

**CAPITAL ORDINANCE PROVIDING FOR THE ACQUISITION AND  
INSTALLATION OF NEW WATER METERS, AND APPROPRIATING \$5,000  
THEREFOR, AUTHORIZED IN AND BY THE BOROUGH OF HELMETTA, IN THE  
COUNTY OF MIDDLESEX, NEW JERSEY**

WHEREAS, the Borough Council of the Borough of Helmetta, in the County of Middlesex, New Jersey (the "Borough") has determined to provide for the acquisition and installation of new water meters; and

WHEREAS, the Borough has available \$5,000 in the Borough's Water Utility Capital Fund – Reserve for Capital Outlay.

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

Section 1. The improvements described in Section 2 of this ordinance are hereby authorized as water capital improvements to be undertaken in and by the Borough. For the improvements or purposes described in Section 2, there is hereby appropriated \$5,000, said sum being inclusive of \$5,000 from the Borough's Water Utility Capital Fund – Reserve for Capital Outlay.

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

Section 3. The 2019 capital budget of the Borough will conform to the provisions of this ordinance to the extent of any inconsistency herewith. The resolution in the form promulgated by the Local Finance Board showing full detail of the amended capital budget and capital program as approved by the Director of the Division of Local Government Services is on file with the Borough Clerk and is available there for public inspection.

Section 4. The Borough Attorney and other Borough officials and representatives are hereby authorized to do all things necessary to accomplish the purposes of the appropriation made herein.

Section 5. This ordinance shall take effect as provided by law.