

MEETING OF MAYOR AND COUNCIL  
MINUTES - -MAY 15, 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 7:06 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  
Carolann-Genthe Councilman Duffy  
Councilman Dzinglecki Councilman  
Perez  
Councilman Reid  
Also in attendance:  
Borough Administrator Matthew Crane  
Borough Attorney Joseph Y oussof  
Borough Auditor Gerry Stankiewicz

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

- \*PUBLIC PORTION  
During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Each individual will be given five minutes to speak as per the Rules to Govern adopted January 2, 2019. 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, illwilled 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.

John Nartowicz, 2 Holly Manor Drive asked about the status of the animal shelter. He understands there was a bid that wasn't accepted and where do we stand from there. Council President Karczewski said that a bid was received but it was so far below it was \$150,000.00 Mr. Nartowicz said it might be better to cut our losses since no one else had bid.

Nartowicz questioned if the streets in Regency Walk could be swept like the Borough. Discussion ensued and it was said that if an arrangement is made to have Regency streets swept the same day as the Borough they might get a lower price.

Phyllis Dyke, 9 Holly Manor Court, said the breakaway chain between The Lofts and Regency Walk was taken down. Council President Karczewski said we will look into getting it put back up.

**\* BUDGET HEARING**

The Borough Clerk announced that this public hearing will be opened strictly for the budget and no other business.

The hearing was opened to the Public, there being no one wishing to speak, the meeting was closed to the Public.

**\* RESOLUTION #2019 – 89 ADOPTION OF BUDGET**

MOTION to adopt – Councilman Perez SECOND – Councilman Dzingleski

ROLL CALL: 5 – 0 -1

**\* CONSENT AGENDA - RESOLUTION #2019 - 96**

Report of Municipal Clerk, Tax Collector

Resolutions:

# 2019 – 88 – Self Examination of Budget

90 – Payment of Bills

91 – Authorization to renew Shared Service with the Borough of Sayreville

92 – Hiring of Seasonal Public Works Employee

93 – Resolution authorizing salaries and wages to be paid to employees of  
The Borough of Helmetta

~~94 – Resolution approving Right of Way use to Cross River Fiber~~

95 – Refund of CO and Fire Inspection Payment

MOTION – Councilwoman Carolan Genthe SECOND – Councilman Dzingleski

ROLL CALL: 6 – 0

RESOLUTION # 94 – Resolution approving Right of Way use to Cross River Fiber

MOTION – Councilwoman Carolan-Genthe SECOND – Councilman Dzingleski

ROLL CALL: 6 - 0

**\* ACCEPTANCE OF MINUTES: April 17, 2019**

MOTION – Councilman Dzingleski SECOND – Councilwoman Carolan-Genthe

**\* REPORTS of Mayor, Committees, Borough Attorney, Borough Administrator**

Councilman Dzingleski thanked everyone who came out for Helmetta Clean Up Day. for cleaning up and planting flowers.

May 18-19 we will have our Town Wide Yard Sale.

May 22 we will have Hoagies with Heroes at the Pavilion.

June 28 will be our first Concert in the Park.

Councilwoman Carolan-Genthe announced the following:

June 1 St. George's will have their annual Strawberry Festival

May 18 Nicholas" Trek a walk for Tourette's will be held. They will start at Immaculate Conception and end at the Pavilion.

The High School Principal is leaving and the search will begin for his replacement. The Junior/Senior Prom will be held next Thursday.

Councilman Reid said that the only thing he had was to mention the walk for Tourette's .. Councilman Dzingleski said that in Middlesex County the Borough of Helmetta had the lowest average tax bill in 2018 was \$62.70. New Brunswick was \$63.84 and Carteret was \$65.73.

Borough Administrator Matthew Crane said that today the Public Works Department settled on their contract today.

The Borough Auditor Gerry Stankiewicz said that the budget was adopted this evening, it will be sent to the State and we have to wait until they review it. It's a slow process.

Councilman Dzingleski also announced that the Fishing Derby will be held on June 8 from 9:00 to 12:00.

2019 - 05 (Second Reading)

Capital Ordinance providing for Borough wide line striping improvements and the acquisition of new back hoe tires and appropriating \$7,800 therefore, authorized in and by the Borough of Helmetta in the County of Middlesex, New Jersey

The meeting was opened to the Public regarding this ordinance. There was no one from the Public who wished to speak and the meeting was closed to the Public.

MOTION to adopt - Councilman Dzingleski SECOND - Councilwoman Carolan-Genthe ROLL

CALL: 6 - 0

\* RESOLUTION 2019 --97 CLOSED SESSION - Contract Negotiations

MOTION - Councilman Dzingleski SECOND - Councilman Reid

ROLL CALL: 6 - 0

A MOTION to go into Open Session was made by Councilman Dzingleski and SECONDED by Councilman Duffy. ROLL CALL: 6 - 0

\*RESOLUTION 2019 - 98 AUTHORIZATION FOR Bcb BANK TO BE OUR OFFICIAL DEPOSITORY

MOTION - Councilman Perez SECOND - Councilman Dzingleski

ROLL CALL: 6 - 0

\* ADJOURNMENT

There being no further business the meeting was adjourned.

Sandra Bohinski, RMC

Municipal Clerk

REPORT OF  
MUNICIPALL CLERK  
JANUARY , 2019  
SANDRA BOHINSKI

AL CLERK

APRIL

2019 SANDRA BOHINSKI

	Copies	Marr. Lic.	Plng Bd	Recycling	Marr. Cer
Waters	\$28.00	\$28.00			
Diaz	\$28.00	<u>\$28.00</u>			
Kosmo	<u>\$30.00</u>	<u>\$30.00</u>			
<b>Total</b>	\$86.00	<u>\$30.00</u>	\$56.00		
Dog and Cat License	\$387.00				

# BOROUGH OF HELMETTA

## REPORT OF THE TAX COLLECTOR

MONTH OF: APRIL 2019

DATED: 5/9/2019

TAXES 2018 2,083.45  
TAXES 2019 374,477.80

DISBURSEMENTS  
INTEREST 301.41

FORECLOSURE FEES 0.00  
LIEN REDEMPTION + INT 0.00  
RECORDING FEES 0.00  
COSTS FOR TAX SALE 0.00  
DUPLICATE BILL 35.00  
TAX SALE PREMIUMS 0.00

TOTAL 376,897.66

### TAX COLLECTORS TRUST

PRIOR BALANCE  
DEPOSITS

### DISBURSEMENTS

LIEN REDEMPTIONS \$4,522.30

BANK BALANCE  
LEDGER BALANCE

*Tina M. McDermott*  
TINA MCDERMOTT  
TAX COLLECTOR

### ADJUSTMENTS

6% PENALTY 250.00  
VET DISALLOWED HOMESTEAD REBATE (46,088.43)  
TRANSFER O/P

(45,838.43)

### CLOSING BALANCES

	2019	DEBIT	CREDIT	NET
	978,884.43		(52,216.97)	926,667.46
	44,441.30		0.00	44,441.30

Ledger Bal

13,556.66  
\$0.00

13,556.66

4,522.30

9,019.36

9,019.36

Statement Bal

4/30/2019  
9,019.36

Trust acct reconciled to 4/30/2019

[illegible]

# Business Checking Preferred

PNC Bank



For the Period 03/30/2019 to 04/30/2019

Primary Account Number: 80-4348-3731

Page 1 of 2

Number of enclosures: 0

BOROUGH OF HELMETTA  
TAX COLLECTOR'S TRUST ACCOUNT  
51 MAIN ST  
HELMETTA NJ 08828-1127

For 24-hour banking sign on to  
 PNC Bank Online Banking on pnc.com  
FREE Online Bill Pay

For customer service call 1-877-BUS-BNKG  
Monday - Friday: 7 AM - 10 PM ET  
Saturday & Sunday: 8 AM - 5 PM ET

Para servicio en español, 1-877-BUS-BNKG

**Moving?** Please contact your local branch

Write to: Customer Service  
PO Box 609  
Pittsburgh, PA 15230-9738  
 Visit us at [PNC.com/smallbusiness](http://PNC.com/smallbusiness)  
 TDD terminal: 1-800-531-1648  
For hearing impaired clients only

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## IMPORTANT INFORMATION ABOUT LINKED ACCOUNTS

When you link accounts with other accounts, any account owner on any linked accounts may have access to limited information about any of the linked accounts. This is true even if they are not a signer on the linked account; also, any signer added later to one of the linked accounts will be able to see the limited information. The limited information that may be available includes the existence of the account and information to determine if the criteria for fee waiver benefits has been met, such as: the balance of the account, the total dollar amount of PNC Merchant Services deposits processed per monthly statement cycle and the total dollar amount of eligible monthly PNC business credit card(s) purchases.

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### Be Alert for Fraudulent Communications

Emails, phone calls and text messages may seem like official PNC communications, but be careful: the message could be an attempted scam or fraud designed to look like an official PNC communication. Tell-tale features, hinting that the communication may be fake, are misspellings, grammatical errors, a sense of urgency, threats with consequences, and requests for sensitive information. One way to possibly spot a fraudulent email is to hover the cursor over the sender's email address, which should bring up a "mouseover" box containing the sender's actual email address. To report an email or text scam, forward the email or take a picture of the text and send it to [abuse@pnc.com](mailto:abuse@pnc.com). To report a phone scam, please call us at 1-800-762-2035, select 1 for a personal account or 2 for a business account, then select option 3. If you disclosed personal information, immediately change your PNC Online Banking password and call us at 1-800-762-2035.

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## Business Checking Preferred Summary

Account number: 80-4348-3731

Borough Of Helmetta  
Tax Collector's Trust Account

Overdraft Protection has not been established for this account.  
Please contact us if you would like to set up this service.

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# Business Checking Preferred

For 24-hour account information, sign-on to  
pnc.com/mybusiness/

For the Period 03/30/2019 to 04/30/2019  
Borough Of Helmetta  
Primary Account Number: 80-4348-3731  
Page 2 of 2

Business Checking Preferred Account Number: 80-4348-3731 - continued

## Balance Summary

Beginning balance	Deposits and other additions	Checks and other deductions	Ending balance
13,541.66	295.36	4,817.66	9,019.36
Average ledger balance	Average collected balance		
10,873.08	10,873.08		

## Deposits and Other Additions

Description	Items	Amount
ACH Additions	1	295.36
Total	1	295.36

## Checks and Other Deductions

Description	Items	Amount
Checks	2	4,522.30
ACH Deductions	1	295.36
Total	3	4,817.66

## Daily Balance

Date	Ledger balance	Date	Ledger balance
03/30	13,541.66	04/11	10,993.18
04/10	10,697.82	04/16	9,019.36

## Activity Detail

### Deposits and Other Additions

#### ACH Additions

Date posted	Amount	Transaction description	Reference number
04/11	295.36	Corporate ACH Reversal Capital One 909939910314678	00019101005930698

### Checks and Other Deductions

#### Checks and Substitute Checks

\* Gap in check sequence

Date posted	Check number	Amount	Reference number	Date posted	Check number	Amount	Reference number
04/16	1073 *	1,973.82	083499721	04/10	1074	2,548.48	085407104
Effective Date 04/15							

#### ACH Deductions

Date posted	Amount	Transaction description	Reference number
04/10	295.36	Corporate ACH Online Pmt Capital One 909939910314678	00019100005155764



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May 9, 2019  
07:20 PM

BOROUGH OF HELMETTA  
Cash Receipts Totals from 04/01/19 to 04/30/19

Page No: 1

Range: Block: First to Last  
Lot:  
Qual:  
Range of Codes: First to Last  
Range of Batch Ids: First to Last  
Range of Sections: First to Last  
Range of Spec Tax Codes: First to Last  
Payment Type Includes: Tax: Y Sp Charges: Y Lien: Y Sp Assmnt: Y Water: N Sewer: N  
Animal: N Misc: Y  
Payment Method Includes: Cash: Y Check: Y Credit: Y Range of Installment Due Dates: First to Last  
Print Miscellaneous w/Block/Lot/Qual: N Print Only Miscellaneous w/Block/Lot/Qual: N  
Range of Accounts: First to Last  
Range of Years: First to 2020  
Range of Periods: 1 to 12  
Range of Dates: 04/01/19 to 04/30/19  
Name to Print: Bill To  
Print Ref Num: N Print Utility w/Block/Lot/Qual: N

Code Description	Count	Arrears/Other	Principal 2018	2019	2020	Interest	Total
001 Property Taxes	284	0.00	2,083.45	373,385.49	0.00	268.64	375,737.58
006 LIENHOLDER TAXES	1	0.00	0.00	1,092.31	0.00	32.77	1,125.08
Tax Payments	285	0.00	2,083.45	374,477.80	0.00	301.41	376,862.66
013 METER READING	2	40.00	0.00	0.00	0.00	0.00	40.00
022 DUPLICATE BILL TAXES	7	35.00	0.00	0.00	0.00	0.00	35.00
Misc Payments	9	75.00	0.00	0.00	0.00	0.00	75.00
Payments Total:	294	75.00	2,083.45	374,477.80	0.00	301.41	376,937.66
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:	294	75.00	2,083.45	374,477.80	0.00	301.41	376,937.66

Total Cash: 3,448.04  
Total Check: 373,489.62  
Total Credit: 0.00

- 40.00

376,897.66

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BOROUGH OF HELMETTA  
Adjustment Report By Block/Lot/Qual

Page No: 1

Range: Block: First to Last Bill Year Range: 2018 to 2019 Adjust Code Range: First to Last  
Lot: Bill Period Range: 1 to 4 Name/Location To Print: Owner Name  
Qual: Date Range: First to 04/30/19 Page Break After Totals: N  
System Date Range: 04/01/19 to 04/30/19 Include Adjustment Type: All  
Include: Tax: Y Sp Charges: Y Lien: N Special Assessment: Y

Code	Description	Count	Principal	Install Int	Interest	Total	Ded Count
Total for Year 2019							
054	Vet Disallowed	1	250.00	0.00	0.00	250.00	1
HR	HOMESTEAD REBATE	203	46,338.43-	0.00	0.00	46,338.43-	0
		204	46,088.43-	0.00	0.00	46,088.43-	1
Totals for All Years:							
054	Vet Disallowed	1	250.00	0.00	0.00	250.00	1
HR	HOMESTEAD REBATE	203	46,338.43-	0.00	0.00	46,338.43-	0
		204	46,088.43-	0.00	0.00	46,088.43-	1

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BOROUGH OF HELMETTA  
Totals Only Tax Account Status Report

Page No: 1

Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y  
Lot: Bill Year Range: 2019 to 2019 Include Prior Yr/Prd In Balance: Y  
Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N  
As Of Date: 04/30/19 Assessed Value/SPTX Code Year: 2019

	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	46,338.43-	0.00	0.00	45,838.43-
Balance Adjustments (Prin)	47,020.28-	250.00	0.00	0.00	46,770.28-
Payments (Prin)	1,381,373.62	414,278.90	5,446.52	0.00	1,801,099.04
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)	17,703.64-	949,817.62	5,446.52-	0.00	926,667.46
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)	17,703.64-	949,817.62	5,446.52-	0.00	926,667.46
Payments (Intr)	720.17	0.00	0.00	0.00	720.17
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: 44,441.30  
Current Balance: 926,667.46  
Total Balance: 971,108.76

2019 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	7
Land Value:	83,859,044	Disabled Person	6
Improvement Value:	137,904,616	Surviving Spouse	0
Limited Exemptions:	0	Veteran	43
Net Taxable Value:	221,723,178	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

Page No: 2

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	0.00	
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	1,000.00	
TOTAL DEDUCTION AMOUNTS 2019/1 - 2019/4			( 15,000.00 )
			2,820,375.21

TOTAL LEVY TO BE COLLECTED

COLLECTIONS

Prepaid from Prior Year (before 01/01/19)		
001 Property Taxes	42,495.40	
Total from Prior Year		42,495.40

Current Year (01/01/19 - 12/31/19)		
001 Property Taxes	1,756,360.33	
006 LIENHOLDER TAXES	2,243.31	
Total Current Year		1,758,603.64

Subsequent Year (after 12/31/19)		
Total Subsequent Year	0.00	
		1,801,099.04

TOTAL COLLECTIONS

NSF REVERSALS

TOTAL NSF REVERSALS	0.00
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TOTAL COLLECTIONS less NSF REVERSALS

( 1,801,099.04 )

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	500.00	0.00	500.00	2
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	0
HR	HOMESTEAD REBATE	0.00	46,338.43-	46,338.43-	
MIS	MISC	0.00	0.00	0.00	
RVR	RVRSL ADJ	0.00	0.00	0.00	
		<u>1,000.00</u>	<u>93,608.71-</u>	<u>92,608.71-</u>	<u>5</u>
	TOTAL ADJUSTMENTS			<u>92,608.71-</u>	
BALANCE	2019/1 - 2019/4				
	Credit Balances			52,216.97-	
	Debit Balances			<u>978,884.43</u>	
	TOTAL BALANCE 2019/1 - 2019/4				<u><u>926,667.46</u></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>

## BOROUGH OF HELMETTA

2018

## DELINQUENT TAXES

as of 4/30/19

		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	56,536.52	(10,011.77)		46,524.75
APRIL	46,524.75	(2,083.45)		44,441.30
MAY				0.00
JUNE				0.00
JULY				0.00
AUGUST				0.00
SEPTEMBER				0.00
OCTOBER				0.00
BALANCE			\$	44,441.30



May 9, 2019  
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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: 04/30/19  
As Of Date: 04/30/19 Assessed Value/SPTX Code Year: 2018 Include Tax Sp Charges: N  
Include Utility Due As Of 04/30/19: N Include Other Special Charges: N

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	19,367.71	19,367.66	20,097.11	20,097.04	78,929.52
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)	12,433.08	11,714.20	8,695.85	5,735.79	38,578.92
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	7,102.37	11,401.26	18,753.04	44,441.30
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)	7,184.63	7,102.37	11,401.26	18,753.04	44,441.30
Payments (Intr)	1,332.53	1,116.89	782.48	546.22	3,778.12
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:	44,441.30				
Total Per Diem Interest:	3,904.82				
Total Balance:	48,346.12				

2018 DEDUCTIONS

Number of Accts:	15	Senior Citizen	0
Land Value:	1,391,700	Disabled Person	1
Improvement Value:	1,488,500	Surviving Spouse	0
Limited Exemptions:	0	Veteran	1
Net Taxable Value:	2,880,200	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

Page No: 1

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: 04/30/19 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	1,349,056.63	1,422,897.29	1,363,565.24	5,530,592.35
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	7,102.37	11,401.26	18,753.04	44,441.30
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)	7,184.63	7,102.37	11,401.26	18,753.04	44,441.30
Payments (Intr)	3,852.76	3,279.44	2,715.86	2,264.93	12,112.99
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: 44,441.30  
Total Balance: 44,441.30

2018 DEDUCTIONS

Number of Accts:	1021	Senior Citizen	7
Land Value:	83,851,762	Disabled Person	6
Improvement Value:	137,966,214	Surviving Spouse	0
Limited Exemptions:	0	Veteran	43
Net Taxable Value:	221,786,978	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 )

TOTAL LEVY TO BE COLLECTED

5,635,883.56

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	48,613.15		
006 LIENHOLDER TAXES	6,593.95		
008 Year End Penalty	1,015.34		
Total Subsequent Year		56,222.44	

TOTAL COLLECTIONS 5,531,607.69

NSF REVERSALS

TOTAL NSF REVERSALS 0.00

TOTAL COLLECTIONS less NSF REVERSALS

( 5,531,607.69 )

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				
Credit Balances				0.00
Debit Balances				<u>44,441.30</u>
TOTAL BALANCE 2018/1 - 2018/4				<u>44,441.30</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>

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

SELF-EXAMINATION OF BUDGET RESOLUTION

2019 MUNICIPAL BUDGET

**WHEREAS**, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

**WHEREAS**, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

**WHEREAS**, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Helmetta has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2016 budget year.

**NOW THEREFORE BE IT RESOLVED** by the governing body of the Borough of Helmetta that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:

- a. Payment of interest and debt redemption charges
- b. Deferred charges and statutory expenditures
- c. Cash deficit of preceding year
- d. Reserve for uncollected taxes
- e. Other reserves and non-disbursement items
- f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.

4. That pursuant to the Local Budget Law:
- a. All estimates of revenue are reasonable, accurate and correctly stated,
  - b. Items of appropriation are properly set forth
  - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.

5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.

6. That all other applicable statutory requirements have been fulfilled.

**BE IT FURTHER RESOLVED** that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

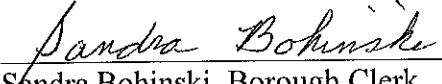
Approved:

Vote recorded as follows:

	Moved		RECORDED VOTE			
	<u>1st</u>	<u>2nd</u>	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Karczewski			✓			
Dzingleski		✓	✓			
Carolán-Genthe	✓		✓			
Duffy			✓			
Perez			✓			
Reid			✓			

### CERTIFICATION

I, Sandra Bohinski, Clerk of the Borough of Helmetta, Middlesex County, 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 15<sup>th</sup> May, 2019.

  
 Sandra Bohinski, Borough Clerk

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

**CERTIFICATION OF APPROVED BUDGET - 2019**

It is hereby certified that the Approved Budget complies with the requirements of law and approval is given pursuant to N.J.S.A. 40A:4-78(b) and N.J.A.C. 5:30-7.

It is further certified that the municipality has met the eligibility requirements of N.J.A.C. 5:30-7.4 and 7.5, and that I, as Chief Financial Officer, have completed the local examination in compliance with N.J.A.C. 5:30-7.6.

Dated: May 15, 2019

By: Denise Marabello  
Denise Marabello  
Chief Financial Officer  
Borough of Helmetta

This certification form and resolution of the governing body executing such certification should be annexed to the adopted budget (N.J.A.C. 5:30-7.6(e))



SECTION 2 - UPON ADOPTION FOR YEAR 2019  
(Only to be included in the Budget as Finally Adopted)

Be it resolved by the  
Borough of Helmetta, County \_\_\_\_\_, Middlesex, Mayor and Council \_\_\_\_\_ of the  
that the budget hereinbefore set forth is hereby adopted and shall  
constitute an appropriation for the purposes stated in the sums therein set forth as appropriations, and authorization of the amount of:

- (a) \$ 1,346,707.08 (Item 2 below) for municipal purposes; and  
(b) \$ \_\_\_\_\_ (Item 3 below) for school purposes in Type I School Districts only (N.J.S. 18A:9-2) to be raised by taxation; and  
(c) \$ \_\_\_\_\_ (Item 4 below) to be added to the certificate of amount to be raised by taxation for local school purposes in  
Type II School Districts only (N.J.S. 18A:9-3) and certification to the County Board of Taxation of  
the following summary of general revenues and appropriations.  
(Item 5) Minimum Library Levy (R.S. 40:54-8 et seq.)  
(d) \$ \_\_\_\_\_ (Sheet 43) Open Space, Recreation, Farmland and Historic Preservation Trust Fund Levy.  
(e) \$ \_\_\_\_\_

RECORDED VOTE (Insert last name)	Karczewski Dzinglecki Carolyn-Genthe Duffy Perez Reid	Ayes <i>Dzinglecki</i> <i>Carolyn-Genthe</i> <i>Duffy</i> <i>Perez</i> <i>Reid</i>	Nays - 0 -	Abstained - 0 -	Absent - 0 -
-------------------------------------	--	---	---------------	--------------------	-----------------

SUMMARY OF REVENUES

1. GENERAL REVENUES					
Surplus Anticipated			08-100	\$	236,000.00
Miscellaneous Revenues Anticipated			40004-10	\$	435,149.92
Receipts from Delinquent Taxes			15-499	\$	80,000.00
2. AMOUNT TO BE RAISED BY TAXATION FOR MUNICIPAL PURPOSES (Item 6(a), Sheet 11)			07-190	\$	1,346,707.08
3. AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE I SCHOOL DISTRICTS ONLY:					
Item 6, Sheet 42			07-195	\$	
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)			07-191	\$	
Total Amount to be Raised by Taxation for Schools in Type I School Districts Only					
4. TO BE ADDED TO THE CERTIFICATE FOR AMOUNT TO BE RAISED BY TAXATION FOR SCHOOLS IN TYPE II SCHOOL DISTRICTS ONLY:					
Item 6(b), Sheet 11 (N.J.S. 40A:4-14)			07-191	\$	
5. AMOUNT TO BE RAISED BY TAXATION FOR MINIMUM LIBRARY LEVY (Item 6(c), Sheet 11)			07-192	\$	
Total Revenues			40000-00	\$	2,097,857.00

Sheet 41

SUMMARY OF APPROPRIATIONS

5. GENERAL APPROPRIATIONS:			
Within "CAPS"			
(a&b) Operations Including Contingent		30001-00	\$ 939,024.00
(e) Deferred Charges and Statutory Expenditures - Municipal		30004-00	\$ 135,890.00
(g) Cash Deficit		46-895	\$
Excluded from "CAPS"			
(a) Operations - Total Operations Excluded from "CAPS"		60023-00	\$ 730,572.59
(c) Capital Improvements		60002-00	\$ 35,000.00
(d) Municipal Debt Service		60003-00	\$ 82,370.00
(e) Deferred Charges - Municipal		60024-00	\$
(f) Judgments		37-480	\$
(n) Transferred to Board of Education for Use of Local Schools (N.J.S. 40:48-17.1 & 17.3)		29-405	\$
(g) Cash Deficit		46-885	\$
(k) For Local District School Purposes		60008-00	\$
(m) Reserve for Uncollected Taxes		60-899	\$ 175,000.41
6. SCHOOL APPROPRIATIONS - TYPE I SCHOOL DISTRICTS ONLY (N.J.S. 40A:4-13)		60010-00	\$
Total Appropriations		30000-00	\$ 2,097,857.00

It is hereby certified that the within budget is a true copy of the budget finally adopted by resolution of the Governing Body on the 15th day of May, 2019. It is further certified that each item of revenue and appropriation is set forth in the same amount and by the same title as appeared in the 2019 approved budget and all amendments thereto, if any, which have been previously approved by the Director of Local Government Services.

Certified by me this

15th

day of

May

, 2019

Clerk

*Danra Bohinski*

Sheet 42

**RESOLUTION  
#2019 – 90**

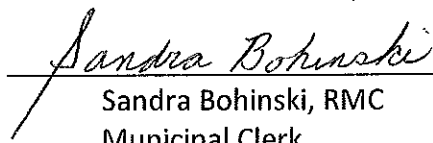
**PAYMENT OF BILLS**

BE IT RESOLVED, that all bills as shown on the bill 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 May 15, 2019.

  
Sandra Bohinski, RMC  
Municipal Clerk

May 10, 2019  
02:10 PM

BOROUGH OF HELMETTA  
Bill List By P.O. Number

Page No: 1

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

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

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice
Item Description					Acct Type Description			Date	Date	
18-00586 09/14/18 FFI		FIRE FIGHTER ONE LLC								
1 TFT AUTOMATIC PRESSURE NOZZLES			2,000.00	8-01-25-749-020	B FIRE DEPARTMENT OE	R		09/14/18	05/08/19	
19-00680 01/15/19 RIL10		RILEIGHS OUTDOOR DECOR								
1 BANNERS			792.00	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
2 RODS			649.00	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
3 SHIPPING			38.47	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
			1,479.47							
19-00681 01/15/19 RIL10		RILEIGHS OUTDOOR DECOR								
1 108' MEDIUM SOCKETS			400.00	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
2 S14 CLEAR INCANDESCENT BULBS			150.00	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
3 SHIPPING			67.60	C-04-55-312-001	B 2015-15 HELME PARK IMPROVEMENTS	R		01/15/19	05/08/19	
			617.60							
19-00823 03/25/19 TYC01		JOHNSON CONTROLS SECURITY SOL.								
1 MONITORING/RECURRING SERVICE			311.29	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		03/25/19	05/09/19	
19-00825 03/25/19 MUN04		MUNICIPAL RECORD SERVICE								
1 TRAFFIC TICKETS (1000CT.)			410.00	9-01-42-855-020	B MUNICIPAL COURT OE	R		03/25/19	05/08/19	
2 AT'S MAILERS			330.00	9-01-42-855-020	B MUNICIPAL COURT OE	R		03/25/19	05/08/19	
3 SHIPPING			99.00	9-01-42-855-020	B MUNICIPAL COURT OE	R		03/25/19	05/08/19	
			839.00							
19-00828 03/26/19 AFX005		AFX FENCING								
1 FENCING RESIDENTS PARK			6,968.00	9-01-40-350-020	B CDBG	R		03/26/19	05/10/19	
19-00842 04/02/19 CIR01		CIRCLE JANITORIAL SUPPLIES								
1 C-FOLD PAPER TOWELS			27.50	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		04/02/19	05/08/19	
2 PAPER TOWELS			26.50	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		04/02/19	05/08/19	
			54.00							
19-00844 04/04/19 SAV02		SAVREBROOK VETERINARY HOSPITAL								
1 RABIES CLINIC			182.04	9-01-27-788-020	B ANIMAL CONTROL OE	R		04/04/19	05/08/19	

May 10, 2019  
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BOROUGH OF HELMETTA  
Bill List By P.O. Number

Page No: 2

PO #	PO Date	Vendor	Contract	PO Type	Stat/chk	First Rcvd	Chk/Void
Item Description	Amount	Charge Account	Acct Type	Description	Enc	Date	Date Invoice
19-00859 04/10/19 HOM02		HOME DEPOT					
1 BAG OF TOP SOIL	6.75	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/10/19 05/08/19	
19-00868 04/16/19 JAM04		JAMESBURG PRESS					
1 2,000 WINDOW ENVELOPES	72.00	9-01-31-834-020	B	OFFICE SUPPLIES	R	04/16/19 05/08/19	
2 2,000 WINDOW ENVELOPES	24.00	9-05-55-500-021	B	WATER OPERATING OE	R	04/16/19 05/08/19	
3 2,000 WINDOW ENVELOPES	24.00	9-07-55-500-021	B	SEWER OPERATING OE	R	04/16/19 05/08/19	
	120.00						
19-00871 04/17/19 PRE03		PRECISION ANALYTICAL SVCS, INC					
1 MARCH SAMPLE ANALYSIS	37.00	9-05-55-500-021	B	WATER OPERATING OE	R	04/17/19 05/08/19	
19-00872 04/17/19 CIR01		CIRCLE JANITORIAL SUPPLIES					
1 GEL AIR FRESHENERS	11.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/17/19 05/08/19	
2 55 GALLON BAGS	29.50	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/17/19 05/08/19	
3 C-FOLDS	21.50	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/17/19 05/08/19	
	62.00						
19-00874 04/18/19 MILLE05		Miller and Borgen					
1 PUBLIC DEFENDER SERVICES APRIL	300.00	9-01-20-712-020	B	LEGAL SERVICES OE	R	04/18/19 05/08/19	
19-00875 04/18/19 APP03		APPLE LOCKSMITH, INC.					
1 KEVED KNOB PANIC BAR-PD DOOR	70.00	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/18/19 05/08/19	
19-00878 04/22/19 VIL01		VILLA BORGHESE					
1 BREAKFAST WITH THE BUNNY	590.00	9-01-28-795-020	B	RECREATION OE	R	04/22/19 05/08/19	
2 BREAKFAST WITH THE BUNNY	410.00	T-13-55-000-007	B	RESERVE FOR RECREATION TRUST	R	04/24/19 05/08/19	
	1,000.00						
19-00884 04/23/19 READ		READY REFRESH BY NESTLE					
1 WATER	30.70	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/23/19 05/08/19	
19-00885 04/23/19 HOM02		HOME DEPOT					
1 BUG LIGHT	9.97	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/23/19 05/08/19	
2 FLASHLIGHT	19.97	9-01-26-772-020	B	BUILDINGS & GROUNDS OE	R	04/23/19 05/08/19	
	29.94						
19-00890 04/24/19 NEW08		NEW JERSEY FIRE EQUIPMENT CO.					
1 REPAIR SCOTT AIR PAK	50.00	9-01-25-749-020	B	FIRE DEPARTMENT OE	R	04/24/19 05/08/19	

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BOROUGH OF HELMETTA  
Bill List By P.O. Number

Page No: 3

PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
19-00890	04/24/19	MEM08 NEW JERSEY FIRE EQUIPMENT CO. Continued							
		2 PARTS FURNISHED/ AA BATTERIES	4.00	9-01-25-749-020	B FIRE DEPARTMENT OE	R	04/24/19	05/08/19	
			54.00						
19-00893	04/26/19	TID02 TIDBURY CREEK FARMS NURSERY							
		1 BEGONIAS	99.90	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		2 PETUNIAS	82.44	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		3 REINGOLD ARBORVATTIES	120.00	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		4 JUNETERS	20.00	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
			322.34						
19-00894	04/26/19	BET01 BETTER LIVING							
		1 SCOURING PADS (10PK)	2.99	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		2 MAGIC ERASERS (4PK)	4.29	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		3 EASY OFF OVEN CLEANER	5.29	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
		4 GLOVES FOR EARTH DAY CLEAN UP	17.99	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/26/19	05/08/19	
			30.56						
19-00895	04/26/19	VIL01 VILLA BORGHESE							
		1 CASINO NIGHT	360.00	9-01-28-795-020	B RECREATION OE	R	04/26/19	05/08/19	
		2 CORRECTIONS LUNCH 4/26/19	32.00	6-02-15-026-005	B CLEAN COMMUNITIES	R	04/26/19	05/08/19	
			392.00						
19-00899	04/29/19	HOM02 HOME DEPOT							
		1 TOP SOIL	33.40	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/29/19	05/08/19	
		2 POTTING MIX	97.79	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R	04/29/19	05/08/19	
			131.19						
19-00900	04/30/19	WBM01 W.B. MASON							
		1 POSTAGE INK	49.49	9-01-31-834-020	B OFFICE SUPPLIES	R	04/30/19	05/08/19	
		2 HP 935 INK	50.49	9-01-31-834-020	B OFFICE SUPPLIES	R	04/30/19	05/08/19	
		3 HP 934 INK	24.49	9-01-31-834-020	B OFFICE SUPPLIES	R	04/30/19	05/08/19	
		4 30A TONER	68.49	9-01-20-120-020	B MUNICIPAL CLERK OE	R	04/30/19	05/08/19	
			192.96						
19-00901	04/30/19	EAS01 EAST BRUNSWICK WATER UTILITY							
		1 MARCH 2019 WATER	26,026.94	9-05-55-500-025	B PURCHASE OF WATER	R	04/30/19	05/08/19	

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BOROUGH OF HELMETTA  
Bill List By P.O. Number

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PO #	PO Date	Vendor	Amount	Charge Account	Contract PO Type	Stat/chk	Enc Date	First Rcvd Date	chk/Void Date	Invoice
19-00907	05/06/19	MUN08		MUNICIPAL CAPITAL FINANCE						
1	SAVIN PYMT #46		338.54	9-01-31-832-020	B COPYING	R		05/06/19 05/08/19		
19-00908	05/06/19	GRE		GREATAMERICA FINANCIAL SERVICE						
1	STARSTAR PHONES		437.21	9-01-31-827-020	B TELEPHONE COSTS	R		05/06/19 05/08/19		
19-00909	05/06/19	MON06		MONROE TOWNSHIP UTILITY DEPT.						
1	SEWAGE TREATMENT 2QTR 2019		68,711.00	9-07-55-500-023	B MONROE M.U.A. CHARGES	R		05/06/19 05/08/19		
19-00910	05/06/19	SAM02		SAMUEL KLEIN & COMPANY						
1	2018 AFS/ADS		2,725.00	9-01-20-705-021	B FINANCE OE	R		05/06/19 05/08/19		
2	2018 AFS/ADS		2,275.00	9-05-55-500-021	B WATER OPERATING OE	R		05/06/19 05/08/19		
3	2018 AFS/ADS		2,275.00	9-07-55-500-021	B SEWER OPERATING OE	R		05/06/19 05/08/19		
			7,275.00							
19-00915	05/07/19	MU01		Middlesex Cty utilities Auth						
1	DUMPING CHARGES-APRIL		4,781.31	9-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE	R		05/07/19 05/08/19		
19-00916	05/07/19	STA17		STAR2STAR COMMUNICATIONS						
1	TELEPHONES-MAY(MUNICIPAL)		287.63	9-01-31-827-020	B TELEPHONE COSTS	R		05/07/19 05/08/19		
2	TELEPHONES-MAY(PD)		198.89	9-01-31-827-020	B TELEPHONE COSTS	R		05/07/19 05/08/19		
3	TELEPHONES-MAY(PD)		240.65	9-01-31-827-020	B TELEPHONE COSTS	R		05/07/19 05/08/19		
			727.17							
19-00917	05/07/19	COMCA656		COMCAST						
1	INTERNET 8499 05 248 0023656		130.43	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		05/07/19 05/08/19		
19-00918	05/07/19	COMCA649		COMCAST						
1	ACCT# 8499 05 248 0023649		78.88	9-01-26-772-020	B BUILDINGS & GROUNDS OE	R		05/07/19 05/08/19		
2	ACCT# 8499 05 248 0023649		26.29	9-05-55-500-021	B WATER OPERATING OE	R		05/07/19 05/08/19		
3	ACCT# 8499 05 248 0023649		26.29	9-07-55-500-021	B SEWER OPERATING OE	R		05/07/19 05/08/19		
			131.46							
19-00920	05/08/19	CLE04		CLEARY GIACOBBE ALFIERI&JACOBS						
1	LEGAL SERVICES APRIL		345.00	9-01-20-712-020	B LEGAL SERVICES OE	R		05/08/19 05/08/19		
19-00921	05/08/19	CLA01		CLARKIN & VIGNUOLO, P.C.						
1	2ND QUARTER RETAINER		1,062.50	9-01-21-720-020	B PLANNING BOARD OE	R		05/08/19 05/08/19		

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Bill List By P.O. Number

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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	Date	
19-00923 05/09/19 GLU01 GLUCK WALRATH LLP									
1 BOND ANTICIPATION NOTE 2019A			1,035.00	9-01-20-712-020	B LEGAL SERVICES OE	R	05/09/19	05/09/19	
2 ORDINANCES			62.50	9-01-20-712-020	B LEGAL SERVICES OE	R	05/09/19	05/09/19	
			1,097.50						
19-00926 05/09/19 CDC01 C & D COMPUTER SUPPLIERS INC									
1 W-2 ENVELOPES			7.48	9-01-20-705-021	B FINANCE OE	R	05/09/19	05/09/19	
19-00927 05/10/19 HOM03 HOME NEWS & TRIBUNE									
1 ADOPTION OF ORDINANCE 2019-1			11.00	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
2 NOTICE OF PUBLIC SALE			18.48	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
3 ORDINANCE 2019-2			73.72	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
4 ORDINANCE 2019-3			71.08	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
5 ORDINANCE 2019-4			70.20	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
6 ADOPTION ORDINANCE 2019-2			67.56	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
7 HYDRANT FLUSHING			50.40	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
8 NOTICE OF BIDDERS FOR BANK RFP			12.76	9-01-20-120-020	B MUNICIPAL CLERK OE	R	05/10/19	05/10/19	
			375.20						

Total Purchase Orders: 37 Total P.O. line Items: 76 Total List Amount: 126,677.58 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	2,000.00	0.00	2,000.00	0.00	0.00	2,000.00
CURRENT FUND	9-01	22,712.99	0.00	22,712.99	0.00	0.00	22,712.99
WATER OPERATING FUND	9-05	28,389.23	0.00	28,389.23	0.00	0.00	28,389.23
SEWER OPERATING FUND	9-07	71,036.29	0.00	71,036.29	0.00	0.00	71,036.29
Year Total:		122,138.51	0.00	122,138.51	0.00	0.00	122,138.51
GENERAL CAPITAL FUND	C-04	2,097.07	0.00	2,097.07	0.00	0.00	2,097.07
GRANT FUND	G-02	32.00	0.00	32.00	0.00	0.00	32.00
GENERAL TRUST FUND	T-13	410.00	0.00	410.00	0.00	0.00	410.00
Total of All Funds:		126,677.58	0.00	126,677.58	0.00	0.00	126,677.58

**RESOLUTION  
#2019 – 91**

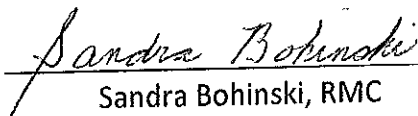
**AUTHORIZATION TO RENEW SHARED SERVICE  
AGREEMENT WITH THE BOROUGH OF SAYREVILLE**

**BE IT RESOLVED**, that the Mayor and Municipal Clerk are hereby authorized and directed to renew a shared service agreement with the Borough of Sayreville for the operation of the Zoning and Construction activities for the Borough of Helmetta for a term of four (4) years and shall automatically renew for successive terms of four (4) years.

	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 May 15, 2019.

  
Sandra Bohinski, RMC  
Municipal Clerk

RESOLUTION  
#2019 – 92


HIRING OF SEASONAL PUBLIC WORKS EMPLOYEE

BE IT RESOLVED that Justin Colon be and is hereby appointed as a seasonal employee in the Public Works Department. His starting salary will be \$12.50 per hour and his start date is June 3, 2019.

	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 May 15, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

Resolution

#2019- 93

**Resolution authorizing salaries and wages to be paid to employees of the Borough of  
Helmetta, retroactive January 1, 2019**

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta that the following salaries and wages shall be paid to the various employees of the Borough of Helmetta retroactive January 1, 2019 unless otherwise noted

**Salaried  
Employees**

<b><u>Employee</u></b>	<b><u>Base Salary</u></b>	<b><u>Longevity Percentage</u></b>	<b><u>Total Annual Salary</u></b>
Bohinski	\$ 48,222.54	5%	\$ 50,633.67
Crane	\$ 47,277.00		\$ 47,277.00
Reed	\$ 61,800.00		\$ 61,800.00
Marabello	\$ 32,148.36		\$ 32,148.36
McDermott	\$ 10,952.81		\$ 10,952.81 *
Pacera	\$ 12,480.32		\$ 12,480.32
Kotora	\$ 9,644.51		\$ 9,644.51
Herman	\$ 14,000.00		\$ 14,000.00

**Hourly Employees**

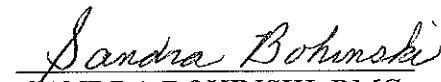
<b><u>Employee</u></b>	<b><u>Hourly Rate</u></b>	<b><u>Longevity Percentage</u></b>
Feig	\$ 15.69	3% *
Rampacek	\$ 15.01	
Tanzi	\$ 20.00	
Hughes	\$ 20.00	
Kartelias	\$ 20.00	

**\* Effective as of February 28, 2019**

	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 May 15, 2019.

  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

# **BOROUGH OF HELMETTA**

## **RESOLUTION**

2019-94

### **RESOLUTION APPROVING RIGHT-OF-WAY USE TO CROSS RIVER FIBER**

WHEREAS, Cross River Fiber LLC ("Cross River Fiber"), seeks to place its telecommunication facilities aerially on existing utility poles or in an underground conduit in the Public Rights-of-Way within the Borough of Helmetta for the purpose of owning, constructing, installing, operating, repairing and maintaining a telecommunications system; and

WHEREAS, Cross River Fiber was approved by the New Jersey Board of Public Utilities to provide local exchange and interexchange telecommunications services throughout the State; and

WHEREAS, N.J.S.A. 48:3-19 requires Cross River Fiber to obtain the consent of the Borough of Helmetta for the joint use of any existing utility poles; and

WHEREAS, N.J.S.A. 54:30A-124(a) provides that a municipality may not impose any fees, taxes, levies or assessments in the nature of a local franchise, right of way, or gross receipts fee, tax, levy or assessment against telecommunications companies but that a municipality may impose reasonable fees for actual services made by any municipal, regional or county governmental agency; and

WHEREAS, it is in the best interests of the Borough of Helmetta and its citizens to grant consent to Cross River Fiber; and

WHEREAS, the consent granted is for the non-exclusive use of the Public Rights-of-Ways for the purpose of owning, constructing, installing, operating, repairing and maintaining a telecommunications system subject to the terms and conditions of the attached Use Agreement with Cross River Fiber.

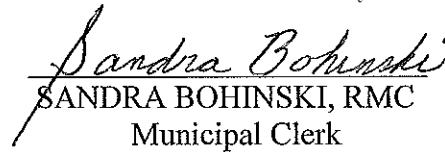
NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, that Borough of Helmetta is hereby authorized to grant Cross River Fiber a non-exclusive use of the Public Rights-of-Ways for the purpose of owning, constructing, installing, operating, repairing and maintaining a telecommunications system; and

BE IT FURTHER RESOLVED, that the Mayor and Clerk are hereby authorized to execute any and all documents necessary to effectuate this Resolution

	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 May 15, 2019.

  
 SANDRA BOHINSKI, RMC  
 Municipal Clerk

RESOLUTION  
#2019 – 95

REFUND OF CO AND FIRE INSPECTION PAYMENT

WHEREAS, Emad Soliman applied for a CO and Fire Inspection for 36 John Street; and


WHEREAS, the contract was terminated on 36 John Street before the inspections,

NOW, THEREFOR BE IT RESOLVED that the Chief Financial Officer be hereby instructed to issue a check in the amount of \$150.00 to Emad Soliman.

	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 May 15, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk



**Deposit Ticket:** DT 20190423 001  
**Date:** 4/23/2019  
**Description:** Current  
**Location:** BOROUGH OF HELMETTA 3977  
**Control Total:** 113,660.62  
**Control Count:** 7  
**Control Total Difference:** 0.00  
**Control Count Difference:** 0

SNo	Customer Name	ABA #	ACC #	Check No	Amount	Status
1		031207607	*****8321	595045	90.00	New
2		031207607	*****8321	595049	560.22	New
3		021200339	*****8477	0861	100.00	New
4		021200339	*****8477	0862	50.00	New
5		021200025	*****2696	00280	100.00	New
6		021200025	*****2696	1001	50.00	New
7		226071004	*****3251	0000001624	112,710.40	New

**Deposit Total:** 113,660.62  
**Deposit Count:** 7  
**Rejected Count:** 0

## RESOLUTION

#2019 – 96

## CONSENT AGENDSA

The following routine items and resolutions will be voted in unison as a Consent Agenda:

Report of Municipal Clerk, Tax Collector

Resolutions:

# 2019 – 88 – Self Examination of Budget

90 – Payment of bills

91 – Authorization to renew Shared Service with the Borough of Sayreville

92 – Hiring of Seasonal Public Works Employess

93 – Resolution authorizing salaries and wages to be paid to employees of  
the Borough of Helmetta


94 – Resolution approving Right-of-Way use to Cross River Fiber

95 – Refund of CO and Fire Inspection Payment

	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 June 19, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

## RESOLUTION

# 2016 – 97

## CLOSED SESSION

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

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

WHEREAS, the Governing Body wishes to discuss:

## CONTRACT NEGOTIATION

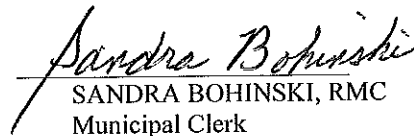
Minutes will be kept and once the matter involving the confidentiality of the above no longer requires that confidentiality, then the minutes can be made public.

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

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Carolan-Genthe			✓			
Duffy			✓			
Dzingleski	✓		✓			
Peres			✓			
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 January 26, 2016.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk

RESOLUTION  
#2019 – 98

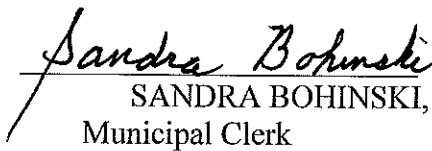
OFFICIAL DEPOSITORY

BE IT RESOLVED, that BCB Bank is the official depository for the Borough of Helmetta effective June 1, 2019.

	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 May 15,, 2019.

  
SANDRA BOHINSKI, RMC  
Municipal Clerk