

September 26, 2011

6:30 P.M.

Work Session of the Mayor and Council of the Borough of Englishtown. Meeting held at Englishtown Firehouse 3 South Main Street, Englishtown, N.J. 07726 due to flood damage in Borough Hall.

1. Meeting Called to Order and Roll Call
2. Presentation by Monmouth County Improvement Authority (MCIA)
3. Discussion Items:
 - Follow up discussion on Application Fees
 - Emergency/Communication Plan for all Departments
 - Computer Upgrades for Outdated Computers
4. Adjournment

The meeting was called to order by Mayor Reynolds at 6:31 P.M.

Roll Call: Present: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker
Absent: *C/Wojyn (arrives at 6:33 p.m.)

Also present were Peter Gorbatuk, Municipal Clerk, Laurie Finger, Borough Administrator and Joseph Youssouf, Borough Attorney.

Presentation by Stephen Pearlman, Monmouth County Improvement Authority regarding Solar Panel project of the Regional Schools. Also present was Dr. John Marciante, Superintendent of Manalapan-Englishtown Regional School District.

Discussion Items:

Application Fees Follow Up:

- Discussion postponed. Will take place at the October 26, 2011 council meeting.

Emergency Communication Plan for all Departments:

- Awaiting comprehensive report from OEM Coordinator Lt. Cooke.

Computer Upgrades for Outdated Computers:

- C/Wojyn states the first to be replaced is the server in Administration and the Police Department; then the workstations for the rest of the departments.

Adjournment

There being no further business a motion to adjourn the workshop was offered by C/Robilotti, seconded by C/Krawiec. Passed unanimously. The time being 7:22 P.M.

Mayor Reynolds calls a brief recess.

**** AGENDA ****

Regular Meeting of the Mayor and Council of the Borough of Englishtown. Meeting held at Englishtown Firehouse 3 South Main Street, Englishtown, N.J. 07726 due to flood damage in Borough Hall.

1. Meeting Called to Order and Roll Call
2. Statement of Compliance with Sunshine Law
3. Moment of Silence and Salute to the Flag
4. Approval of Minutes –August 24, 2011
5. Committee Reports
6. Correspondence
7. Borough Administrator/CFO Report
8. Open Public Portion/Limited to Agenda Items Only
Limited to Five (5) Minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
9. Old Business:
 - A. Ordinance No. 2011-09 – Public Hearing & Adoption
Amending & Supplementing Chapter 1.33 Entitled "Police Department"
10. New Business:
 - A. Resolution No. 2011-143
2010/2011 Designation of Salaries
 - B. Resolution No. 2011-144
Approval to Submit Grant Application and Execute Grant Contract with the DOT for the Center St. Reconstruction Project
 - C. Resolution No. 2011-145
Approval to Submit Grant Application and Execute Grant Contract with the DOT for the Railroad/Conover Street and Park Avenue Reconstruction and Crosswalk Project

- D. Resolution No. 2011-146
Approval to Submit Grant Application and Execute Grant Contract with the DOT for the Hospitality Way Reconstruction Project
 - E. Resolution No. 2011-147
Authorizing Refund of Property Taxes Due to Duplicate Payment
 - F. Resolution No. 2011-148
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale
 - G. Resolution No. 2011-149
Authorization of Purchases Over \$800
Police Dept. – Office Supplies
 - H. Resolution No. 2011-150
Authorizing Approval of Department Requisitions
 - I. Resolution No. 2011-151
Authorizing Payment of Borough Bills
11. Public Portion
Limited to Five (5) Minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
12. Executive Session
13. Adjournment

The meeting was called to order by Mayor Reynolds at 7:27 P.M.

Roll Call: Present: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Absent: None

Also present were Peter Gorbatuk, Municipal Clerk, Laurie Finger, Borough Administrator and Joseph Youssouf, Borough Administrator.

Mayor Reynolds stated pursuant to N.J.S.A. 10 4-6 notification of this meeting has been (1) Published in the Asbury Park Press and the News Transcript the Official Newspapers of the Borough, (2) Posted to the Public at Borough Hall, (3) Copy has been filed with the Municipal Clerk, (4) Copy of this agenda and the Sunshine Statement has been filed with the Mayor and Council. Thus this meeting tonight is deemed in compliance with the Open Public Meetings Act.

There was a moment of silence and salute to the flag.

Approval of Minutes –

C/Wojyn requested a correction be made to the last bullet under his committee report reflecting the following: “Councilwoman Jayne Carr’s allegations that she was not properly informed of the August 10, 2011 special meeting could not be corroborated and were incorrect in their entirety. It was concluded all borough personnel met and exceeded state laws regarding meeting notification to the public and borough council members.”

There being no further corrections, deletions or additions, a motion to approve the Minutes of August 24, 2011 was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Wojyn
 Nays: None
 Abstain: C/Rucker
 Absent: None

Committee Reports

Public Utilities

Councilwoman Krawiec reports:

- New water main installed on South Main Street; after being tested with negative results service was resumed.
- Emergency Maintenance work to be completed at the water plant for the backwash tank outlet to the sewer system and pipe work for the floor drain systems. Cost is \$1950.00 and needs to be completed as soon as possible.
- Gordon’s Corner Water Interconnect vault installed.

Code Enforcement, Public Health, Welfare & Public Events

Councilwoman Cooke reports:

- Thanks everyone who participated in and attended the September 11, 2011 Memorial. A special thanks to Councilwoman Krawiec and Joshua’s Trumpet for providing the music and sound, speakers Pastor Frank Jacobs, Mayor Reynolds, Councilman Greg Wojyn, Englishtown Police Department Lt. Cooke, Englishtown Fire Department President Lou Sarti, and Marine Sgt. William Samer and Lynn Strong acting as Master of Ceremonies.
- Thank you to The Englishtown Fire Department for stepping up and allowing the Fire Department Building to be used due to the inclement weather. This Memorial in my opinion was one of the best to date. At the Fire Departments meeting, a vote was taken and passed to ask the Borough to allow the memorial service to relocate permanently to the Firehouse. I ask council if they will concede if there are no objections. Poll taken - all approve.
- Resident Joanne Damante asked if the Borough would be interested in purchasing a vending machine with a moneychanger. Mayor Reynolds requests additional information.

Administration, Finance & Personnel

Councilman Wojyn reports:

- The Administration office has been able to keep operations running despite flooding to Borough Hall.
- Temporary location for the monthly meeting changed to the Fire House; residents advised through the Borough Web site, and outside bulletin board.
- Residents have been instructed on how to file claims via website; also having 101.5 during morning drive to announce to residents how to handle damage claims.
- A special thank you to the DPW department and any and all volunteers who helped move the administration and court computers, files, and copier equipment into temporary location in the court room.
- L. Finger instrumental in getting insurance claims started.
- Addressed a claim by C/Carr saying the Borough web site was causing her personal computer to “shut down”. A series of tests were conducted by 5 Borough staff members and 3 council members. Each person used either a Borough computer, or their home computer to access the Borough web site, meeting link, and current agenda. Different operating systems were used. Results were that nobody had any difficulty in surfing the web site. Conclusion indicates there may be a problem with C/Carr’s personal computer and/or means with which she accesses the Borough Web site.

Public Safety

Councilwoman Robilotti reports:

- Reads aloud Police Activity report. Available for public viewing in the Clerk’s office.
- Thanks to the Fire Department and Police Department for their services during Hurricane Irene.
- Brandywine @ Governors Crossing presented a Recognition Award to the Englishtown Police Department and Englishtown Fire Department for Outstanding Service.

Legislative, Insurance & Licenses

Councilwoman Carr reports:

- Reminds Mayor and Council about the opening celebration for the Knights of Columbus on October 15th, from 1-4 p.m.
- Thanks Emergency Services for their help during Hurricane Irene
- Reads a letter she wrote, dated September 26, 2011 in response to C/Wojyn remarks at the August 24, 2011 council meeting, regarding Nostalgia Oak Warehouse.

Public Buildings & Grounds

Councilman Rucker reports:

- C/Rucker reads DPW report.

Correspondence

Peter Gorbatuk, Municipal Clerk reports:

- Flu vaccinations to be held September 27th in the DPW Garage 2:00 – 3:00 PM.

Borough Administrator/CFO Report

Laurie Finger has nothing to report this evening.

Public Portion – Agenda Items

Mayor Reynolds opens the floor to the public for discussion limited to agenda items only.

There being no questions or comments, a motion to close the public portion was offered by C/Robilotti and seconded by C/Carr. Passed unanimously.

Old Business

**BOROUGH OF ENGLISHTOWN PUBLIC HEARING & ADOPTION
ORDINANCE NO. 2011-09**

**AN ORDINANCE OF THE BOROUGH OF ENGLISHTOWN AMENDING
CHAPTER 1.33, ENTITLED “POLICE DEPARTMENT”**

WHEREAS, the governing body of the Borough of Englishtown has determined that it is required to establish the procedures and charges for the utilization of Borough Police Department members for private security; and

WHEREAS, the contract with the PBA requires that the charges for police department member services is to be set forth by ordinance; and:

I. NOW THEREFORE BE IT ORDAINED by the Borough Council of the Borough of Englishtown that **Chapter 1.33, entitled “POLICE DEPARTMENT”** of the Code of the Borough of Englishtown is hereby amended as follows:

A. Section 1.33.37, entitled Special Duty Assignments shall be amended as follows:

Paragraph 5 shall read:

The charges for such services shall be \$70.00 per hour, including a rate of \$60.00 per hour for the officer, and \$10.00 administrative fee to be retained by the Borough.

II. BE IT FURTHER ORDAINED THAT:

- A. All ordinances or parts of ordinances inconsistent herewith are hereby repealed to the extent of the inconsistency.
- B. If any section, subsection, sentence, clause, phrase or portion of this Ordinance is for any reason held to be invalid or unconstitutional by a court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions hereof.
- C. This Ordinance shall take effect immediately after final passage and publication in the manner provided by law.

Public Hearing

Mayor Reynolds opened the floor to the public for questions or comments on the above titled ordinance.

Paula Kuchinski questions if fees are comparable to other towns.
C/Robilotti responds Lt. Cooke said they were.

There being no questions or comments, a motion to close the public hearing was offered by C/Robilotti and seconded by C/Carr. Passed unanimously.

Adoption

A motion to adopt Ordinance No. 2011-09 above titled, was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

Offered By: C/Robilotti

Seconded By: C/Krawiec

Roll Call: Ayes: C/Carr, C/Krawiec, C/Robilotti, C/Wojyn
Nays: C/Rucker
Abstain: C/Cooke
Absent: None

New Business:

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-143**

2010/2011 DESIGNATION OF SALARIES

WHEREAS, the Mayor and Council of the Borough of Englishtown adopted an Ordinance entitled "An Ordinance establishing limits for salaries of the Employees in the Borough of Englishtown, County of Monmouth, State of New Jersey"; and

WHEREAS, said salaries provided certain ranges for the positions set forth; and

NOW, THEREFORE, BE IT RESOLVED that it is the determination of the Mayor and Council of the Borough of Englishtown that annual salaries for said positions shall be fixed as follows for the year 2010 unless otherwise indicated.

Position		2010 Annual Salary
Governing Body		
	Mayor	\$ 2,750.00
	Council	\$ 2,500.00
Municipal Clerk	Peter Gorbatuk	\$ 47,488.96
Deputy Municipal Clerk p/t	Christine Robbins	\$ 20,884.50

Business Administrator	Laurie Finger	\$ 22,770.70	
Chief Financial Officer	Laurie Finger	\$ 22,770.71	
Finance Clerk	Jeanne Keevins	\$ 35,720.40	
Municipal Housing Liaison	Celia Hecht	\$ 510.00	
Court			
Magistrate	Judge Newman	\$ 16,881.04	
Court Administrator	Rosemary O'Donnell	\$ 42,840.00	
Deputy Court Clerk	Mary Kennedy	\$ 11.26 per hour	
Dept. Public Works			
Supervisor	Rick Guffanti	\$ 48,013.55	
Dept. Public Works	Wayne Krawiec	\$ 12.67 per hour	
Water Department			
Supervisor	Jim Mastrokalos	\$ 13,942.87	
Water Department			
Clerk	Celia Hecht	\$ 12,938.58	
Sewer Department			
Supervisor	Jim Mastrokalos	\$ 13,942.87	
Sewer Department			
Clerk	Celia Hecht	\$ 12,938.58	
Recycling Coordinator	Rick Guffanti	\$ 1,185.70	
Housing Inspector	John Marini	\$ 6,451.94	
Fire Official/Inspector	Ed Miller	\$ 8,123.77	
Code Enforcement Officer		\$ 5,415.85	\$13,539.62
Asst Code Enforcement/ Zoning Officer			
	Ralph Kirkland	\$ 5,085.96	
P/T Fire Inspector		\$ 1,434.50	\$6,520.46
Tax Department			
Tax Collector	Janice Garcia	\$ 9,108.63	
Tax Clerk	Celia Hecht	\$ 1,020.00	

Planning/Zoning Bd.

Secretary Celia Hecht \$ 2,720.17

Emergency Management

Coordinator Pete Cooke III \$ 1,094.24

Clean Communities Worker Stanley Matthews \$ 10.20 per hour

NOW, THEREFORE, BE IT FURTHER RESOLVED that it is the determination of the Mayor and Council of the Borough of Englishtown that annual salaries for said positions shall be fixed as follows for the year 2011 unless otherwise indicated.

Position		2011 Annual Salary
Governing Body		
	Mayor	\$ 2,750.00
	Council	\$ 2,500.00
Municipal Clerk	Peter Gorbatuk	\$ 48,438.74
Deputy Municipal Clerk p/t	Christine Robbins	\$ 21,302.19
Business Administrator	Laurie Finger	\$ 23,226.12
Chief Financial Officer	Laurie Finger	\$ 23,226.12
Finance Clerk	Jeanne Keevins	\$ 36,434.81
Municipal Housing Liaison	Celia Hecht	\$ 520.20
Court		
Magistrate	Judge Newman	\$ 17,218.66
Court Administrator	Rosemary O'Donnell	\$ 45,196.80
Deputy Court Clerk	Mary Kennedy	\$ 11.50 per hour
Dept. Public Works		
Supervisor	Rick Guffanti	\$ 48,973.82
Dept. Public Works	Wayne Krawiec	\$ 12.93 per hour
Water Department		
Supervisor	Jim Mastrokalos	\$ 14,221.73
Water Department		
Clerk	Celia Hecht	\$ 13,197.35

Sewer Department Supervisor	Jim Mastrokalos	\$ 14,221.72	
Sewer Department Clerk	Celia Hecht	\$ 13,197.35	
Recycling Coordinator	Rick Guffanti	\$ 1,209.42	
Housing Inspector	John Marini	\$ 6,580.98	
Fire Official/Inspector	Ed Miller	\$ 8,286.26	
Code Enforcement Officer		\$ 5,524.15	\$13,810.41
Asst Code Enforcement/ Zoning Officer	Ralph Kirkland	\$ 5,187.68	
P/T Fire Inspector		\$ 1,463.19	\$6,650.87
Tax Department			
Tax Collector	Janice Garcia	\$ 9,290.80	
Tax Clerk	Celia Hecht	\$ 1,040.40	
Tax Assessor	Mark Fitzpatrick	\$ 6,000.00	
Planning/Zoning Bd.			
Secretary	Celia Hecht	\$ 2,774.58	
Emergency Management Coordinator	Peter S. Cooke Jr.	\$ 1,116.12	
Clean Communities Worker	Stanley Matthews	\$ 10.41	per hour
Police Lieutenant	Peter S. Cooke Jr.	\$ 79,357.12	
Special Law Enforcement Officer-Class II	Scott Zapora	\$ 12.24	per hr
Special Law Enforcement Officer-Class II	Nicola Costagliola	\$ 12.24	per hr
Offered By:	C/Robilotti		
Seconded By:	C/Krawiec		

C/Krawiec abstains from voting on the designation of salary for the position of Dept. of public works employee and C/Cooke abstains from voting on the designation of salary for the position of Emergency Management Coordinator and Police Lieutenant.

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: C/Carr
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-144**

**APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT CONTRACT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
THE CENTER STREET RECONSTRUCTION PROJECT**

WHEREAS, upon recommendation by the Borough Engineer, the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, desires to submit applications to the New Jersey Department of Transportation in an effort to obtain grant funding for needed projects.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Englishtown, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2012-Englishtown Borough-00346 to the New Jersey Department of Transportation on behalf of the Borough of Englishtown.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Englishtown and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Offered By: C/Rucker

Seconded By: C/Robilotti

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-145**

**APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT CONTRACT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR
RECONSTRUCTION OF CURBING AND SIDEWALK ON
RAILROAD/CONOVER STREET AND PARK AVENUE WITH CROSSWALKS
PROJECTS**

WHEREAS, upon recommendation by the Borough Engineer, the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, desires to submit applications to the New Jersey Department of Transportation in an effort to obtain grant funding for needed projects.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Englishtown, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as SST-2012-Englishtown Borough-00047 to the New Jersey Department of Transportation on behalf of the Borough of Englishtown.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Englishtown and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Offered by: C/Carr

Seconded by: C/Cooke

Mayor Reynolds questions why there are stakes placed on properties along Park Avenue. Would like answers to question prior to voting.

A motion to table Resolution No. 2011-145 to the October 26, 2011 council meeting is offered by C/Carr and seconded by C/Cooke. Passed on the following roll call:

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Absent: None
Abstain: None

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**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-146**

**APPROVAL TO SUBMIT A GRANT APPLICATION
AND EXECUTE A GRANT CONTRACT WITH THE
NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE
HOSPITALITY WAY RECONSTRUCTION PROJECT**

WHEREAS, upon recommendation by the Borough Engineer, the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, desires to submit applications to the New Jersey Department of Transportation in an effort to obtain grant funding for needed projects.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Englishtown, formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to submit an electronic grant application identified as MA-2012-Englishtown Borough-00348 to the New Jersey Department of Transportation on behalf of the Borough of Englishtown.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Englishtown and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Offered By: C/Rucker

Seconded By: C/Robilotti

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-147**

**RESOLUTION AUTHORIZING REFUND OF PROPERTY TAXES
DUE TO DUPLICATE PAYMENT**

WHEREAS, the Borough of Englishtown Tax Collector has reported an overpayment in 2011 taxes that needs to be refunded due to a duplicate payment; and

WHEREAS, per the tax collector, an overpayment in the amount of \$2,778.78 on property Block 26.02, Lot 30 located in the Borough of Englishtown should be refunded.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that in accordance with the request of the Tax Collector, a total refund is hereby authorized in the amount of \$2,778.78 to Peter Riza Chaggaris – 4 Raymond Court, Englishtown, N.J; and

BE IT FURTHER RESOLVED that a certified true copy of this resolution be forwarded to the Borough Tax Collector and Chief Financial Officer.

Offered By: C/Robilotti

Seconded By: C/Rucker

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-148**

**AUTHORIZING REFUND OF TAX SALE CERTIFICATE
& REFUND OF PREMIUM PAID AT TAX SALE**

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to FNA Jersey Lien Services, LLC 575 Route 70 2nd Floor Brick, N.J. 08723:

Tax Sale Certificate No. 10-00003
Block 4, Lot 14.08
13 West Dey Street
in the amount of \$6,709.00

WHEREAS, FNA Jersey Lien Services, LLC also paid \$1800.00 as a premium to obtain Tax Sale Certificate; and

WHEREAS, the above-mentioned certificate has been voided by the tax collector and the holder is also entitled to a refund of the premium paid to obtain said certificate for a total refund amount of \$8,509.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes payment in the amount of \$8,509.00 to FNA Jersey Lien Services, LLC 575 Route 70 2nd Floor Brick, N.J. 08723.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to the Borough's Tax Collector and Chief Financial Officer.

Offered By: C/Robilotti
Seconded By: C/Carr
Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-149**

AUTHORIZATION OF PURCHASES OVER \$800

WHEREAS, the Borough of Englishtown Council requires that purchases and services over \$800.00 or more be pre-approved by the Governing Body except in the case of imminent emergency situation; and

WHEREAS, the following itemized request(s) were submitted to the Chief Financial Officer by the respective Committee Chairperson(s) for Council approval; and

WHEREAS, the Chief Financial Officer certifies that appropriate funds are available for the following:

Police Dept. – Office Supplies - \$1,044.10

Services From:

Staples Advantage
125 Mushroom Blvd.
Rochester, N.Y. 04623

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the above request(s) is approved for the purchase or order.

Offered By: C/Robilotti
Seconded By: C/Krawiec
Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-150**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
AUTHORIZING THE APPROVAL OF DEPARTMENT REQUISITIONS**

WHEREAS, the Mayor and Council have carefully examined all requisitions presented to the Borough for the processing into purchase orders; and

WHEREAS, after due consideration of the said requisitions, the Mayor and Council have approved processing of same.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, as follows:

1. The said approved requisitions amounting to the sum of \$4,193.40 are hereby authorized to be processed into purchase orders on September 26, 2011.
2. The Borough Clerk is hereby directed to list on the page in the Minutes Book following the minutes of this meeting all of the said requisitions hereby authorized to be processed into purchase orders.

Offered By: C/Robilotti

Seconded By: C/Krawiec

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2011-151**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN
COUNTY OF MONMOUTH, STATE OF NEW JERSEY
AUTHORIZING THE PAYMENT OF BOROUGH BILLS**

WHEREAS, the Mayor and Council have carefully examined all vouchers presented to the Borough for the payment of claims; and

WHEREAS, after due consideration of the said vouchers, the Mayor and Council have approved payment of same.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, as follows:

1. The said approved vouchers amounting to the sum of \$742,009.93 are hereby authorized to be paid on September 26, 2011.
2. The Borough Clerk is hereby directed to list on the page in the Minutes Book following the minutes of this meeting all of the said vouchers hereby authorized to be paid.

Offered By: C/Robilotti

Seconded By: C/Carr

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn
Nays: None
Abstain: None
Absent: None

Public Portion

Mayor Reynolds opens the floor to the public for discussion on anything they wish to bring to the attention to the governing body.

There being no questions or comments, a motion to close the public portion was offered by C/Robilotti and seconded by C/Carr. Passed unanimously.

Executive Session

Mayor Reynolds stated pursuant to N.J.S.A. 10 4-12B be it resolved by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey as follows whereas N.J.S.A. 10 4-12B of the Open Public Meetings Act of the State of New Jersey permits exclusion of the public from those portions of the meetings in which matters authorized to be discussed in Executive Session under the cited statute will be reviewed and discussed; and

Whereas, the Governing Body concludes that the public must be excluded from the discussion of the following matters of lawyer/client privileged material and contractual material; and

Therefore, be it resolved by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, as follows, 1) Hereby authorizes Executive Session for the purpose of discussing above matters with N.J.S.A. 10 4-12B, 2) Anticipated at this time that the matters to be discussed in Executive Session will be discussed in Public not earlier than the next regular meeting of the Governing Body, 3) It is anticipated that the Executive Session last not longer than one-half hour, 4)

There exists the possibility that action may be taken upon conclusion of the Executive Session when the meeting returns to open.

Offered By: C/Robilotti

Seconded By: C/Carr

Roll Call: Ayes: C/Carr, C/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Wojyn

Nays: None

Abstain: None

Absent: None

The time being 7:57 P.M.

There being no further business in Executive Session, a motion to return to open session was offered by C/Robilotti, seconded by C/Krawiec. Passed unanimously.

The time being 8:23 P.M.

Adjournment

There being no further business a motion to adjourn was offered by C/Rucker, seconded by C/Robilotti. Passed unanimously.

The time being 8:37 P.M.

October 26, 2011
Approved by Governing Body

Municipal Clerk