

NOVEMBER 25, 2013

Work Session of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.

1. Meeting Called to Order and Roll Call
2. Discussion Items:
 - Personnel Policy Section 4
 - Meeting Date for MCIA Financing
3. Adjournment

The meeting was called to order by Mayor Reynolds at 6:36 P.M.

Roll Call: Present: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Absent: C/Rucker

Also present was Peter Gorbatuk, Municipal Clerk, Laurie Finger, Borough Administrator/CFO, and Joseph Youssof, Borough Attorney.

Discussion Items:

Personnel Policy Section 4 –

Final amendments to Personnel Policy Section 4 discussed by Mayor and Council. Final draft to be reviewed at the December 16, 2013 council meeting.

Meeting Date for MCIA Financing

Mayor and Council discuss meeting date for the MCIA Financing and agree to have the brief meeting on December 11, 2013 at 6:30 PM.

Adjournment

There being no further business a motion to adjourn the workshop was offered by C/Robilotti, seconded by C/Sarti. Passed unanimously. The time being 7:38 P.M.

NOVEMBER 25, 2013

Regular Meeting of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.

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. Proclamation: Supporting the Drive Sober or Get Pulled Over 2013 Year End Holiday Statewide Crackdown
5. Approval of Minutes
 - October 23, 2013
 - October 23, 2013 Executive Session
 - November 13, 2013
 - November 13, 2013 Executive Session
6. Committee Reports
7. Correspondence
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. 2013-10 – Public Hearing & Adoption
Amending & Supplementing Chapter 2.121 “Vehicles & Traffic”
10. New Business:
 - A. Resolution No. 2013-151
Providing for the Combination of Certain Issues of \$2,747,925 General Obligation Bonds, Series 2013 of the Borough of Englishtown, Determining the Form and Other Details of Such Bonds and Providing for the Sale of Such Bonds to the Monmouth County Improvement Authority Pursuant to the 2013 Pooled Governmental Loan Program
 - B. Resolution No. 2013-152
Regretfully Accepting Resignation of Ralph Kirkland

- C. Resolution No. 2013-153
Authorization of Services – COAH, Housing Rehabilitation Unit
 - D. Resolution No. 2013-154
Authorization of Services – First Aid Squad
 - E. Resolution No. 2013-155
Authorizing Payment of Borough Bills
- 11. Tax Collectors Report – October 2013
 - 12. 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.
 - 13. Executive Session
 - 14. Adjournment

The meeting was called to order by Mayor Reynolds at 7:38 P.M.

Roll Call: Present: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Absent: C/Rucker

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

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.

Mayor Reynolds calls for executive session at this time.

Executive Session

RESOLUTION OF THE BOROUGH OF ENGLISHTOWN MAYOR AND COUNCIL FOR A CLOSED OR EXECUTIVE SESSION PURSUANT TO N.J.S.A. 10:4-13

WHEREAS, N.J.S.A. 10:4-12b provides that a public body may exclude the public from that portion of a meeting at which the body discusses:

1. Any matter which, by express provision of Federal Law or State statute or rule of court, shall be rendered confidential;
2. Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
3. Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records or personal material including health records, legal defense, insurance, etc;
4. Any collective bargaining agreement or terms and conditions related thereto;
5. Any matter involving the purchase, lease or acquisition of real property with public funds;
6. Any tactics and techniques utilized in protecting the public safety and property;
7. Any pending or anticipated litigation or contract negotiation wherein the public body is, or may become a party. Any matters falling within the attorney-client privilege, to the extent that confidentiality is required;
8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance of, promotion or disciplining of any specific prospective public officer or employee or current public officer or employee, employed or appointed by the public body;
9. Any deliberations of a public body occurring after a public hearing that may result in the imposition of a specific civil penalty upon the responding party or the suspension or loss of a license or permit; and

WHEREAS, N.J.S.A. 10:4-13 provides that a public body may not exclude the public from any meeting to discuss any matters described in N.J.S.A. 10:4-12 until the public body has adopted a resolution at a meeting to which the public shall be admitted, stating the general nature of the subject to be discussed and stating as precisely as possible, the time and when the circumstances under which the discussion conducted in a closed session of the public body can be disclosed to the public; and

WHEREAS, the Mayor and Council of the Borough of Englishtown believe that a closed session pursuant to Section 4, 5, 7, of N.J.S.A. 10:4-12b is required to discuss Police negotiation, French property and Thompson property.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 25th day of November, 2013 pursuant to Sections 4, 5, and 7 of the Open Public Meetings Act.

BE IT FURTHER RESOLVED that the subject matter of this executive session will be made public when it is no longer required that the subject matter discussed be kept privileged.

Offered By: C/Robilotti

Seconded By: C/Sarti

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

The time being 7:39 P.M.

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

The time being 7:53 P.M.

Proclamation

Mayor Reynolds reads aloud "Supporting the Drive Sober or Get Pulled Over 2013 Year End Holiday Statewide Crackdown" proclamation.

Approval of Minutes –

There being no further corrections, deletions or additions, a motion to approve the October 23, 2013 meeting minutes was offered by C/Cooke and seconded by C/Wojyn. Passed on the following roll call:

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

There being no further corrections, deletions or additions, a motion to approve the October 23, 2013 executive session meeting minutes was offered by C/Cooke and seconded by C/Wojyn. Passed on the following roll call:

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

There being no further corrections, deletions or additions, a motion to approve the November 13, 2013 meeting minutes was offered by C/Robilotti and seconded by C/Wojyn. Passed on the following roll call:

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

There being no further corrections, deletions or additions, a motion to approve the November 13, 2013 executive session meeting minutes was offered by C/Robilotti and seconded by C/Wojyn. Passed on the following roll call:

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

Committee Reports

Administration, Finance & Personnel

Councilwoman Cooke has no report at this time.

Public Utilities

Councilwoman Robilotti reports:

- DPW is on schedule for leaf pick-up and ready for the inclement weather.

Code Enforcement, Public Health, Welfare & Public Events

Councilman Wojyn reports:

- Received resignation due to retirement from Zoning Officer Ralph Kirkland; resolution on tonight's agenda to accept his resignation.
- Halloween party was successful; approximately 75 children were in attendance.

Public Safety

Councilwoman Krawiec reports:

- Reads Police Activity Report; on file in the Municipal Clerks Office.

Legislative, Insurance & Licenses -

Councilman Sarti reports:

- Council needs to decide if we want to change the employee's health insurance carrier from the CJ HIF to State Health Benefits Program? Mayor Reynolds requests the Municipal Clerk to contact the CJ HIF for clarity on withdrawing from the fund.

Public Buildings & Grounds

Councilman Rucker is absent, report given by C/Robilotti.

Correspondence

Peter Gorbatuk, Municipal Clerk reports:

- Real Property Data Collection RFP is December 4th 2013 at 10:00 AM.
- Reminder: Special Meeting for MCIA Financing will be December 11, 2013 at 6:30PM

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/Cooke. Passed unanimously.

Old Business

**BOROUGH OF ENGLISHTOWN PUBLIC HEARING & ADOPTION
ORDINANCE NO. 2013-10**

**AN ORDINANCE OF THE BOROUGH OF ENGLISHTOWN
AMENDING AND SUPPLEMENTING CHAPTER 2.121
OF THE CODE OF THE BOROUGH OF ENGLISHTOWN
ENTITLED "VEHICLES & TRAFFIC"**

BE IT ORDAINED by the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey, by reason of a stipulation put forth by Monmouth County prior to the issuance of a Certificate of Occupancy for Block 7.01 Lot 1.02, that the following sections of Chapter 2.121 entitled "Vehicles & Traffic" be amended and supplemented:

SECTION 2.121.22 [RENAMED TO] PROHIBITED LEFT TURNS

No person shall make a left turn at any of the locations described below whenever official signs are present prohibiting such turn:

LOCATION

PROHIBITED LEFT TURN

Gordons Corner Rd (CR522)

From Gordons Corner Rd. going east into
Village Center Shopping Center Driveway

SECTION 2.121.23 [RENAMED TO] BLOCKING OF DRIVEWAYS PROHIBITED

When signs are erected indicating such; it shall be unlawful for any person to block a driveway within the Borough of Englishtown.

BE IT FURTHER ORDAINED, that the following sections be amended as follows:

SECTION 2.121.04 VIOLATIONS AND PENALTIES

Penalty of not more than fifty dollars be changed to penalty of not less than one hundred dollars (\$100.00) .

SECTION 2.121.07 PARKING PROHIBITED AT ALL TIMES

Add: Harrison Avenue west side from Center Street to a point 300' south of Pine Street
Change: LaSatta Avenue to Wood Avenue

SECTION 2.121.12 STOP INTERSECTIONS DESIGNATED

Add: Carriage Lane & Carriage Lane – stop sign on Carriage Lane
Oxford Court & Wilson Avenue – stop sign on Oxford Court
Stamford Square & LaSatta Avenue – stop sign on entrance & exit
Remove: Gordons Corner Rd & Wilson Avenue
Change: Harrison Avenue & Pine Street Four Way Stop to Three Way Stop

**SECTION 2.121.24 RESERVED be renamed as follows:
SECTION 2.121.24 LOADING ZONES**

It shall be prohibited to park, stand or stop within a properly marked Loading Zone unless the vehicle is engaged in making deliveries or servicing buildings in the area.

Public Hearing

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

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

Adoption

A motion to adopt Ordinance No. 2013-10 above titled, was offered by C/Robilotti and seconded by C/Cooke. Passed on the following roll call:

Offered By: C/Robilotti

Seconded By: C/Cooke

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

New Business

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-151**

**RESOLUTION PROVIDING FOR THE COMBINATION OF CERTAIN ISSUES
OF NOT TO EXCEED \$2,747,925 GENERAL OBLIGATION BONDS, SERIES
2013 OF THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF
MONMOUTH, STATE OF NEW JERSEY, DETERMINING THE FORM AND
OTHER DETAILS OF SUCH BONDS AND PROVIDING FOR THE SALE OF
SUCH BONDS TO THE MONMOUTH COUNTY IMPROVEMENT
AUTHORITY PURSUANT TO THE 2013 POOLED GOVERNMENTAL LOAN
PROGRAM**

WHEREAS, the Borough of Englishtown (the "Borough"), in the County of Monmouth, State of New Jersey, has determined that there exists a need within the Borough to finance the costs of various capital improvements throughout the Borough or refund previously issued bonds of the Borough to achieve debt service savings (the "Project"); and

WHEREAS, the Borough Council has duly adopted various bond ordinances (the "Ordinances") to appropriate moneys and authorize the issuance of bonds or bond anticipation notes to undertake the Project; and

WHEREAS, the Borough has determined to finance the Project with the proceeds of a loan (the "Loan") to be made to the Borough by the Monmouth County Improvement Authority (the "MCIA") in connection with the 2013 Pooled Governmental Loan Program (the "Program"); and

WHEREAS, in order for the Borough to receive the Loan from the MCIA, it is necessary to combine the bonds authorized under certain Ordinances into a consolidated issue of general obligation bonds in the aggregate principal amount of not to exceed \$2,747,925 (to be issued in one series or multiple separate series aggregating said amount and to memorialize the applicable obligations of the general or utility funds of the Borough or the refunding nature of a portion of the Bonds), consisting of \$1,447,925 aggregate principal amount of General Obligation Bonds, Series 2013 to finance the costs of various capital improvements throughout the Borough (the "New Money Bonds") and not to exceed \$1,300,000 aggregate principal amount of General Obligation Refunding Bonds, Series 2013 to refund previously issued bonds of the Borough to achieve debt service savings (the "Refunding Bonds" and together with the New Money Bonds, the "Bonds") pursuant to the provisions of the Local Bond Law, N.J.S.A. 40A:2-1 et seq., as amended and supplemented (the "Local Bond Law"); and

WHEREAS, to evidence the Loan, the MCIA also requires the Borough to authorize, execute, attest and deliver the Bonds (to be issued in one series or multiple separate series aggregating said amount and to memorialize the applicable obligations of the general or utility funds of the Borough or the refunding nature of a portion of the Bonds) in accordance with the provisions hereof and pursuant to the terms of the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law") and other applicable law; and

WHEREAS, section 27(a)(2) of the Local Bond Law allows for the sale of the Bonds to the MCIA without any public offering, all under the terms and conditions set forth herein and in a Bond Purchase Agreement by and between the Borough and the MCIA to be dated as of the date of the sale of such Bonds.

NOW THEREFORE, BE IT RESOLVED BY A TWO-THIRDS VOTE OF THE FULL MEMBERSHIP OF THE BOROUGH COUNCIL OF THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY, as follows:

Section 1. Pursuant to the provisions of N.J.S.A. 40A:2-26(f), the New Money Bonds of the Borough, authorized pursuant to the bond ordinances of the Borough heretofore adopted and described in Section 2 hereof, shall be combined into a single issue of General Obligation Bonds, Series 2013 in the aggregate principal amount of \$1,447,925 to be issued in one series or multiple separate series aggregating said amount and to memorialize the applicable obligations of the general or utility funds of the Borough.

Section 2. The principal amount of the New Money Bonds authorized by each ordinance to be combined into a single issue as above provided, the bond ordinances authorizing the New Money Bonds described by reference to the ordinance number, description and date of final adoption, amount of issue and average period of usefulness determined in each of the bond ordinances are respectively as follows:

<u>Ordinance Number</u>	<u>Description and Date of Final Adoption</u>	<u>Amount of Issue</u>	<u>Useful Life</u>
2010-05	Reconstruction of Weamaconk Drive and Victory Drive, finally adopted 5/26/10 (2010-05)	\$230,000.00	15.00 years
2011-08, as amended by 2012-14, as amended by 2013-02	Various 2011 Capital Improvements, finally adopted 8/24/11 (2011-08), 12/17/12 (2012-14) and 3/18/13 (2013-02)	\$503,125.00	32.48 years
2012-05	Various 2012 Capital Improvements, finally adopted 6/27/12 (2012-05)	\$330,800.00	14.38 years
2012-13	Demolition Of Hazardous Structures Located On Property Commonly Known As 68 Main Street, finally adopted 12/17/12 (2012-12)	\$119,000.00	5 years
2013-01	Reconstruction Of Center Street, finally adopted 3/18/13 (2013-01)	\$265,000.00	15 years
TOTALS		\$1,447,925.00	

Section 3. The following matters are hereby determined with respect to the combined issue of New Money Bonds:

(a) The average period of usefulness, computed on the basis of the respective amounts of New Money Bonds presently authorized to be issued pursuant to each of the bond ordinances and the respective periods or average periods of usefulness therein determined, is not more than 20.11 years.

(b) The New Money Bonds of the combined issue shall be designated "General Obligation Bonds, Series 2013" (or such other designation if such New Money Bonds are issued in multiple separate series to memorialize the applicable obligations of the general or utility funds of the Borough) and shall mature within the average period of usefulness hereinabove determined.

(c) The New Money Bonds of the combined issue shall be sold and issued in accordance with the provisions of the Local Bond Law that are applicable to the sale and issuance of bonds authorized by a single bond ordinance and accordingly may be sold with other issues of bonds.

Section 4. The following additional matters are hereby determined, declared, recited and stated:

(a) None of the New Money Bonds described in Section 2 hereof have been sold or issued heretofore, and the several bond ordinances described in Section 2 have not

been rescinded heretofore and now remain in full force and effect as authorizations for the respective amounts of New Money Bonds set opposite the descriptions of the bond ordinances set forth in Section 2 hereof.

(b) The several purposes or improvements authorized by the respective bond ordinances described in Section 2 hereof are purposes for which New Money Bonds may be issued lawfully pursuant to the Local Bond Law and some of such improvements or purposes, if applicable and permitted by law, a deduction may be taken in any annual or supplemental debt statement.

Section 5. With respect to the Refunding Bonds and in accordance with the Local Bond Law, and for the purpose of providing funds to (i) achieve debt service savings on the Borough's existing bonded indebtedness by refunding all or a portion of the \$1,090,000 outstanding General Obligation Refunding Bonds, Series 2004 dated October 19, 2004 and maturing in the years 2015 through 2028 (the "Refunded Bonds"), and (ii) pay the allocable portion of the costs of issuance relating to the Refunding Bonds, including printing, advertising, underwriting, accounting, fiduciary, financial and legal services and rating agency and credit enhancement fees, as applicable, and as more fully set forth in the Bond Ordinance Number 2013-09 finally adopted on November 13, 2013, there shall be issued Refunding Bonds of the Borough in an aggregate principal amount not to exceed \$1,300,000, which may be issued in more than one series and consist of, as applicable, General Obligation Refunding Bonds, all pursuant to Bond Ordinance Number 2013-09. Said Refunding Bonds shall be designated, as applicable for each issue, "General Obligation Refunding Bonds, Series 2013" (or such other designation as shall be appropriate at the time of issuance for the Refunding Bonds).

Section 6. In accordance with the provisions of N.J.S.A. 40A:2-27(a)(2), the Borough hereby sells and awards the Borough's not to exceed \$2,747,925 General Obligation Bonds, Series 2013, consisting of the \$1,447,925 aggregate principal amount of General Obligation Bonds, Series 2013 to finance the costs of various capital improvements throughout the Borough (the "New Money Bonds") and not to exceed \$1,300,000 aggregate principal amount of General Obligation Refunding Bonds, Series 2013 to refund previously issued bonds of the Borough to achieve debt service savings (the "Refunding Bonds" and together with the New Money Bonds, the "Bonds") to the MCIA in accordance with the provisions hereof and in accordance with the terms of a Bond Purchase Agreement by and between the Borough and the MCIA (the "Bond Purchase Agreement"). The Mayor of the Borough (the "Mayor") and Chief Financial Officer of the Borough (the "Chief Financial Officer") are each hereby authorized and directed on behalf of the Borough, in consultation with Bond Counsel (as hereinafter defined), to negotiate the terms of such Bond Purchase Agreement, to be dated the date of sale of the Bonds, to approve the terms of aforesaid Bond Purchase Agreement and to execute and deliver said Bond Purchase Agreement to the MCIA. The Bonds have been referred to and described in the Ordinances being finally adopted at duly called and held meetings of the Borough Council and published as required by law and which Ordinances where combined for purposes of sale pursuant to this resolution, all pursuant to terms of the Local Bond Law and other applicable law.

Section 7. The Chief Financial Officer of the Borough is hereby authorized and directed to determine, in accordance with the Local Bond Law and pursuant to the terms and conditions established by the MCIA and the terms and conditions hereof and set forth in the Bond Purchase Agreement, the following items with respect to the Bonds, except those terms and conditions which are set forth in the Bond Purchase Agreement:

- (a) The aggregate principal amount of the Bonds to be issued, provided that the total amount of Bonds issued shall not exceed the aggregate principal amount of \$2,747,925 (which may be issued in one series or multiple separate series aggregating said amount and to memorialize the applicable obligations of the general or utility funds of the Borough or the refunding nature of a portion of the Bonds);
- (b) The maturity and principal installments of the Bonds, which maturity shall not exceed 20.11 years for the New Money Bonds and shall not mature later than 2028 for the Refunding Bonds;
- (c) The date of the Bonds;
- (d) The interest rates of the Bonds;
- (e) The purchase price of the Bonds; and
- (f) The terms and conditions under which the Bonds shall be subject to redemption prior to their stated maturities.

Section 8. Any determination made by the Chief Financial Officer pursuant to the terms hereof shall be conclusively evidenced by the execution and attestation of the Bonds by the parties authorized under Section 9(c) hereof.

Section 9. The Borough Council hereby determines that certain terms of the Bonds shall be as follows:

- (a) The Bonds shall be issued in a single denomination and shall be numbered GO-1 (or such other designation if such Bonds are issued in multiple separate series to memorialize the applicable obligations of the general or utility funds of the Borough or the refunding nature of a portion of the Bonds);
- (b) The Bonds shall be issued in fully registered form and shall be payable to the registered owners thereof as to both principal and interest in lawful money of the United States of America; and
- (c) The Bonds shall be executed by the manual or facsimile signatures of the Mayor of the Borough and the Chief Financial Officer under official seal or facsimile thereof affixed, printed, engraved or reproduced thereon and attested by the manual signature of the Clerk of the Borough (the "Borough Clerk").

Section 10. The Bonds shall be in the form set forth in Exhibit A attached hereto with such additions, deletions and omissions as may be necessary for the Borough to comply with the requirements of the Program, upon the advice of Bond Counsel to the Borough (as defined herein).

Section 11. The law firm of Archer & Greiner P.C., Shrewsbury, New Jersey, Bond Counsel to the Borough (“Bond Counsel”), the Borough Engineer, the Borough Attorney and the Borough Auditor are each hereby authorized and directed to perform all actions necessary to consummate the issuance of the Bonds and the Project for which the Bonds are issued, including but not limited to, drafting and arranging for the printing and execution of the Bonds and all applicable documentation necessary to memorialize and consummate the issuance of the Bonds and the undertaking of the Project, preparing all necessary financial information, all engineering and design work, preparation of plans and specifications and conducting all necessary studies, searches and analysis in connection with the issuance of the Bonds and the undertaking of the Project. The Mayor, the Chief Financial Officer, the Borough Clerk, the Borough Attorney and any other Borough representative (including Bond Counsel or the Borough Auditor) are each hereby authorized and directed to execute and deliver any certificates necessary or desirable in connection with the financial and other information.

Section 12. The Mayor, the Chief Financial Officer, the Borough Clerk and any other Borough representative, are each hereby authorized and directed to (i) execute any certificates or documents necessary or desirable in connection with the sale of the Bonds, including the Bond Purchase Agreement, or the undertaking of the Project and each are hereby further authorized and directed to deliver same to the MCIA upon delivery of the Bonds and the receipt of payment therefor or in accordance with the Program and (ii) perform such other actions as they deem necessary, desirable or convenient, in consultation with Bond Counsel, in relation to the execution and delivery thereof.

Section 13. Upon the adoption hereof, the Borough Clerk shall forward certified copies of this resolution: (a) via facsimile, to (i) Marion Masnick of the MCIA at facsimile number 732-409-4821, and (ii) John M. Cantalupo, Esq., of Archer & Greiner P.C., Shrewsbury, New Jersey, Bond Counsel to the Borough, at facsimile number 732-741-9944; and (b) via certified first class mail, to (i) Marion Masnick of the MCIA at The Monmouth County Improvement Authority, Hall of Records, Main Street, Freehold, New Jersey 07728, and (ii) John M. Cantalupo, Esq., of Archer & Greiner P.C., Bond Counsel to the Borough at 830 Broad Street, Suite B, Shrewsbury, New Jersey 07702.

Section 14. This resolution shall take effect immediately.

Offered By: C/Cooke

Seconded By: C/Robilotti

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-152**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF RALPH KIRKLAND**

WHEREAS, Ralph Kirkland served as Asst. Code Enforcement Officer and Zoning Officer for the Borough of Englishtown; and

WHEREAS, Ralph Kirkland did tender his resignation to the Englishtown Borough Council, effective January 1, 2014.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Englishtown Borough Council regretfully accepts the resignation of Ralph Kirkland.
2. That a certified copy of this Resolution be delivered to the Chief Financial Officer.

Offered By: C/Robilotti

Seconded By: C/Sarti

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-153**

AUTHORIZATION OF SERVICES

WHEREAS, the Borough of Englishtown Council requires that purchases and services over \$2625.00 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:

3rd Housing Rehabilitation Unit per the COAH Certification Agreement - \$23,100.00

Services From:

Monmouth County Treasurer
Community Development Program
One East Main Street
Freehold, N.J. 07728

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/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Nays: None
Abstain: None
Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-154**

AUTHORIZATION OF SERVICES

WHEREAS, the Borough of Englishtown Council requires that purchases and services over \$2625.00 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:

Englishtown/Manalapan First Aid Squad Annual Contribution - \$10,000.00

Services From:

Englishtown-Manalapan First Aid Squad
P.O. Box 294
11 Sanford Avenue
Englishtown, N.J. 07726

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/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Nays: None
Abstain: None
Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-155**

**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 \$393,979.41 are hereby authorized to be paid on November 25, 2013.
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/Krawiec

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

Tax Collector's Report

October 2013

2013 Taxes	\$852,508.88
2014 Taxes	3,973.62
Interest	880.39
Duplicate Bill Fee	5.00
Net Receipts	\$857,367.89

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/Cooke. Passed unanimously.

At this time Mayor Reynolds adds the following resolution to tonight's agenda.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-156**

EXCUSING GOVERNING BODY MEMBER FROM COUNCIL MEETING

WHEREAS, the Mayor and Council wishes to maintain a high level of attendance by members of the Governing Body at Council meetings; and

WHEREAS, Councilman Rudolph Rucker has been stricken with an illness that prohibited him from attending Council Meeting of November 25, 2013.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, hereby excuse C/Rudolph Rucker from attending the Council Meeting of November 25, 2013.

Offered By: C/Robilotti

Seconded By: C/Cooke

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-157**

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 2013 unless otherwise indicated.

Position Governing Body		2013 Annual Salary
	Mayor	\$ 2,750.00
	Council	\$ 2,500.00
Municipal Clerk	Peter Gorbatuk	\$ 50,395.66
Deputy Municipal Clerk p/t	Christine Robbins	\$ 22,162.79
Business Administrator	Laurie Finger	\$ 24,164.46
Chief Financial Officer	Laurie Finger	\$ 24,164.46
Finance Clerk	Jeanne Keevins	\$ 37,906.78
Municipal Housing Liaison	Celia Hecht	\$ 541.21
Court		
Magistrate	Judge Newman	\$ 17,914.29
Court Administrator	Rosemary O'Donnell	\$ 47,022.75
Deputy Court Clerk	Mary Kennedy	\$ 11.96 per hour
Violations Clerk	Lisa Langlois	\$ 10.41 per hour
Dept. Public Works Foreman	Wayne Krawiec	\$ 31,824.00
Dept. Public Works p/t	Stanley Matthews	\$ 10.84 per hour
Dept. Public Works p/t	Andrew Holowath	\$ 10.71 per hour
Water Department Supervisor	Jim Mastrokalos	\$ 14,796.29
Water Department Clerk	Celia Hecht	\$ 13,730.53
Sewer Department Supervisor	Jim Mastrokalos	\$ 14,796.29
Sewer Department Clerk	Celia Hecht	\$ 13,730.53
Housing Inspector	John Marini	\$ 6,846.85
Code Enforcement Officer	Ed Miller	\$ 5,747.34
Fire District Shared Service		\$ 10,000.00 \$ 15,747.34

Asst Code Enforcement/ Zoning Officer	Ralph Kirkland	\$ 5,397.26	
Fire District Shared Service		\$ 2,000.00	\$ 7,397.26

Tax Department

Tax Collector	Janice Garcia	\$ 9,666.15
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Tax Clerk	Celia Hecht	\$ 1,082.43
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Tax Assessor	Mark Fitzpatrick	\$ 6,242.40
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Planning/Zoning Bd. Secretary	Celia Hecht	\$ 2,886.67
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Emergency Management Coordinator	Peter S. Cooke Jr.	\$ 1,500.00
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Special Law Enforcement Officer-Class II	Scott Zapora	\$ 12.74 per hour
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Special Law Enforcement Officer-Class II	David Marino Jr.	\$ 12.00 per hour
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Special Law Enforcement Officer-Class II	Kayla Santiago	\$ 12.00 per hour
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Offered By: C/Robilotti

Seconded By: C/Cooke

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2013-158**

RESOLUTION AUTHORIZING APPROPRIATION TRANSFER

WHEREAS, N.J.S.A. 40A: 4-58 provides that during the last 2 months of the fiscal year, to expend for any of the purposes specified in the budget an amount in excess of the respective sums appropriated therefore and there shall be an excess in any appropriation over and above the amount deemed to be necessary to fulfill the purpose of such appropriation.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the transfers in the amount of \$6,450.00 be made in the 2013 budget as attached.

Current Fund:

From:

Salary & Wage Adjustment	\$4,538.00
Social Security OE	1,500.00
Municipal Court OE	412.00

To:

Reason- Set 2013 Salaries

General Administration S&W	\$ 250.00
Municipal Clerk S&W	625.00
Finance S&W	500.00
Tax Collection S&W	200.00
Tax Assessment S&W	100.00
Planning Board S&W	55.00
Affordable Housing S&W	10.00
Code Enforcement S&W	350.00
Emergency Management S&W	360.00
Municipal Court S&W	4,000.00

Offered By: C/Robilotti

Seconded By: C/Krawiec

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

Adjournment

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

The time being 9:08 P.M.

December 16, 2013
Approved by Governing Body

Municipal Clerk