

**** WORKSHOP AGENDA ****

March 26, 2014

6:30 P.M.

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
 - Safety Coordinator/Committee & Training
 - Road Moratorium Waiver Request Update (from 2/26 mtg.)
 - Monmouth County Master Plan Municipal Representative
 - Municipal Fee Ordinance
 - 21 Lasatta Avenue Address
3. Adjournment

The meeting was called to order by Mayor Reynolds at 6:32 P.M.

Roll Call: Present: C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn

Absent: *C/Cooke (arrives at 6:43), C/Rucker

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

Discussion Items

Safety Coordinator/Committee Training: Municipal Clerk Peter Gorbatuk answered four violations from the recent OSHA visit. Englishtown is now in compliance. Training requirements are now heavily required by the MEL and JIF. The Municipal Clerk will pursue the main required training for the staff. Most of the training can be obtained on line through the Mel and JIF. The Borough is still in need of a Safety Coordinator.

Road Moratorium Waiver Request Update: A Memo from the Borough Engineer advised Mayor and Council Lasatta Avenue has never been compromised. Mayor and Council in favor of keeping the moratorium in place.

Monmouth County Master Plan Municipal Representative: C/Robilotti will be the Council representative. A second person from the Planning Board will be pursued.

Municipal Fee Ordinance: Memo received from Lt. Cooke requesting to adjust some fees on the fee ordinance. A Memo will go out to the Departments for their input and a draft ordinance will be submitted for the next Council Meeting for council review.

21 Lasatta Avenue Address: Lt. Cooke explains to Mayor and Council the seriousness of confusion by Police and Dispatch with an address of 21 Lasatta Avenue with 10 Building Units and over 130 addresses. Mayor Reynolds asks Lt. Cooke to speak to Stamford Square representatives and inform them of the problem and recommended action.

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 6:44 P.M.

March 26, 2014

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. Women's History Month Celebration – Honoring Helen Strong
5. Approval of Minutes
 - February 26, 2014
 - February 26, 2014 Executive Session
 - Special Meeting March 10, 2014
 - Special Meeting March 10, 2014 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. New Business:
 - A. Ordinance No. 2014-01- First Reading & Introduction
Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A: 4-45.14)
 - B. Resolution No. 2014-069
Appointment of Full Time Police Officer
 - C. Resolution No. 2014-070
Accepting and Adopting the Monmouth County Municipal Joint Insurance Fund's 2014 Safety and Compliance Program
 - D. Resolution No. 2014-71
Rejecting Bids for CSIP Grant Tree Planting Program and Authorizing Borough Administrator to Solicit Quotes for the Project

- E. Resolution No. 2014-072
Granting Approval for Raffle Application No. RA 2014-01
Knights of Columbus #5903
- F. Resolution No. 2014-073
Granting Approval for Raffle Application No. RA 2014-02
Battleground Historical Society
- G. Resolution No. 2014-074
Authorizing Aerial Spraying of Pesticides by Monmouth County
Mosquito Extermination Commission
- H. Resolution No. 2014-075
Authorizing Personnel Policy Amendments
- I. Resolution No. 2014-076
Emergency Temporary Appropriations
- J. Resolution No. 2014-077
Appropriation Reserve Transfer
- K. Resolution No. 2014-078
Authorizing Services over \$2625 – Water Truck Transmission Replacement
- L. Resolution No. 2014-079
Authorizing Mayor and Municipal Clerk to Sign Agreement with
Englishtown-Manalapan First Aid Squad
- M. Resolution No. 2014-080
Authorizing Refund of Property Tax Due to Duplicate Payment
- N. Resolution No. 2014-081
Authorizing Refund of Property Tax Due to Duplicate Payment
- O. Resolution No. 2014-082
Authorizing Refund of Tax Sale Certificate & Premium
- P. Resolution No. 2014-083
Authorizing Refund of Tax Sale Certificate & Premium
- Q. Resolution No. 2014-084
Authorizing Payment of Borough Bills
- R. Resolution No. 2014-085
Introduction of 2014 Municipal Budget
- S. Resolution No. 2014-086
Authorizing Services over \$2625 –Water Main– Center & Main St

- T. Resolution No. 2014-087
Appointment of Special Law Enforcement Class II Officer
10. Tax Collector's Report – January 2014
February 2014
 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 6:45 P.M.

Roll Call: Present: C/Cooke, C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Absent: *C/Rucker (arrives at 7:00)

Also present, Peter Gorbatuk, Municipal Clerk, Laurie Finger, CFO/BA and Joseph Youssef, 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.

Women's History Month Celebration – Honoring Helen Strong

C/Krawiec reads a Proclamation in recognition of Helen Strong and presents her with a bouquet of flowers. Long applause with a standing ovation at which time Helen Strong thanks those present and explains she was motivated by her love of Englishtown and for the children.

Mayor Reynolds calls for a brief recess at 6:55 p.m. to celebrate Helen Strong. Coffee and cake are served to the public in attendance.

Meeting called back to order at 7:14 p.m.

Approval of Minutes –

There being no corrections, deletions or additions, a motion to approve the February 26, 2014 meeting minutes was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the February 26, 2014 executive session minutes was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the Special Meeting of March 10, 2014 meeting minutes was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the Special Meeting of March 10, 2014 executive session minutes was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

Committee Reports

Administration, Finance & Personnel

Councilwoman Cooke reports:

- The Borough Auditors were in this month to begin the Annual Audit.
- The Budget will be introduced during this evenings meeting.

Public Utilities

Councilwoman Robilotti reports:

- Meter readings are complete.
- DPW has been repairing meters and remotes.
- Jim Mastrokalos, Water Superintendent met with the owner and contractor of 47/49 Wood Avenue concerning a Municipal Water Pipe that was damaged. The owner will pay for the repair/replacement of this pipe. No water service was affected.

Code Enforcement, Public Health, Welfare & Public Events

Councilman Wojyn reports:

- The Annual Easter Egg Hunt will be held on Sanford Park April 12, 2014 at 12 Noon. Prizes, music and a special visit by the Easter Bunny. Rain date will be April 19, 2014 also at Noon.
- Shade Tree Commission held a meeting on March 20th. Meeting Update: Arbor Day is officially April 25, 2014. Commission member Cuciti will be preparing a mission statement for the commission. Commission member Wojyn will be contacting boy & girl scouts to assist in planting flowers around Borough Hall on 4/26 at 10 am. The next meeting is June 19th at 8pm.

Public Safety

Councilwoman Krawiec reports:

- Reads February Police report. On file in the Municipal Clerk's office for public review.

Legislative, Insurance & Licenses

Councilman Sarti has no report at this time.

Public Buildings & Grounds

Councilman Rucker has no report at this time.

Correspondence

Peter Gorbatuk, Municipal Clerk reports:

- A pre-construction meeting was held on March 18th at the Municipal Building concerning the reconstruction of Center Street. Residents will be notified prior to the start which will be in one to two weeks, weather permitting.
- Made in Monmouth 2014 event will be held on April 12th at Monmouth University from 10:00 AM – 4:00 PM. It is free and open to the public.

Public Portion – Agenda Items

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

Resident Lynn Strong, Main Street, again thanks the Borough for honoring her for her time over the years.

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

New Business

**BOROUGH OF ENGLISHTOWN FIRST READING & INTRODUCTION
ORDINANCE NO. 2014-01**

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

A motion to introduce the above ordinance by title only 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/Cooke, C/Krawiec, C/Robilotti, C/Rucker, C/Sarti, C/Wojyn
 Nays: None
 Abstain: None
 Absent: None

Peter Gorbatuk, Municipal Clerk states the Public Hearing and Adoption on Ordinance No. 2014-01 will be held at the April 23, 2014 council meeting.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-069**

**APPOINTMENT OF
FULL TIME POLICE OFFICER**

WHEREAS, there is a need to hire a full time police officer; and

WHEREAS, the public safety committee has recommended Kayla Grace Santiago of Howell, N.J. for the position and have offered her a conditional offer of employment, Resolution No. 2014-067, on March 10, 2014; and

WHEREAS, the appointment was conditional upon Kayla Grace Santiago satisfying the requirements for enrollment into PFRS and withdrawing from consideration from any other law enforcement agency and providing documentation of same, all of which have been met; and

WHEREAS, Kayla Grace Santiago was sworn in by the Municipal Clerk on March 14, 2014 as a full time officer for the Borough of Englishtown.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Kayla Grace Santiago is hereby appointed police officer for the Borough of Englishtown as follows:

1. Appointment is effective March 14, 2014.

2. Salary is effective March 14, 2014 in the amount of \$36,168.00 per annum, paid semi-monthly per the salary ordinance.
3. That said appointment is probationary for one year and said probation shall culminate on March 14, 2015.

BE IT FURTHER RESOLVED, that a certified true copy of this resolution be forwarded to the Chief Financial Officer, Lieutenant Cooke, Police Commissioner and Kayla Grace Santiago.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-070**

**RESOLUTION ACCEPTING AND ADOPTING
THE MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND'S
2014 SAFETY AND COMPLIANCE PROGRAM**

WHEREAS, the Borough of Englishtown is a member of the Monmouth County Municipal Joint Insurance Fund (MONMOUTH JIF); and

WHEREAS, it is the policy of the MONMOUTH JIF to achieve the best and most practical degree of freedom from accidents and/or injuries; and

WHEREAS, the MONMOUTH JIF endeavors to ensure that all of their members' employees, volunteers and public are provided with a safe and healthy environment, free from any recognized hazards; and

WHEREAS, the MONMOUTH JIF endeavors to ensure that all of their members are in compliance with applicable safety and health requirements; and

WHEREAS, the MONMOUTH JIFs Safety Committee is made up of volunteers representing many of the Fund's Municipalities, along with the professionals employed by the Fund; and

WHEREAS, over the past year, the MONMOUTH JIF'S Safety Committee has worked hard to develop a new Safety and Compliance Program like none other in the State that will better represent the members of the Fund's needs; and

WHEREAS, the new Program will assist all the Monmouth JIF's members in becoming or maintaining compliance with all Public Employees Occupational Safety and Health (PEOSH) Requirements; and

WHEREAS, the MONMOUTH JIF has adopted the new 2014 SAFETY AND COMPLIANCE PROGRAM which should succeed in providing a safe, healthful and pleasant environment; and

WHEREAS, the Clerk/Administrator of the Borough of Englishtown has reviewed this SAFETY AND COMPLIANCE PROGRAM and has recommended its adoption by the Governing Body; and

NOW, THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Monmouth County Municipal Joint Insurance Fund SAFETY AND COMPLIANCE PROGRAM be adopted by the Borough of Englishtown.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-071**

**RESOLUTION REJECTING BIDS FOR CSIP GRANT
TREE PLANING PROGRAM AND AUTHORIZING THE BOROUGH
ADMINISTRATOR TO SOLICIT QUOTES FOR THE PROJECT**

WHEREAS, The Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey received bids for the CSIP Grant Tree Planting Program Provision and Installation of 75 Trees – Spring 2014 on February 26, 2014; and

WHEREAS, the Borough received six (6) bids for the project; and

WHEREAS, it is the Borough Administrator's recommendation that all bids be rejected at this time for the following reason:

- All bids exceed the funds appropriated for the project.

WHEREAS, the Local Public Contracts Law provides that a municipality may reject all bids for the above reason; and

WHEREAS, the current specifications have been revised to reflect the appropriated funds available, which fall under bidding threshold, allowing the Borough Administrator to solicit quotes instead of rebidding the project.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, that all bids received for the CSIP Grant Tree Planting Program are hereby rejected in accordance

with the Local Public Contracts Law, N.J.S.A. 40A:11-13.2 and the Borough Administrator is hereby authorized to solicit quotes for this project.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-072**

**RESOLUTION OF THE MAYOR AND GOVERNING BODY
GRANTING APPROVAL FOR RAFFLE APPLICATION NO. RA 2014-01**

WHEREAS, the Knights of Columbus #5903 has applied to the Governing Body of the Borough of Englishtown for a raffle license for June 2, 2014; and

WHEREAS, the Knights of Columbus #5903 has paid all the proper fees to the Borough of Englishtown and submitted the proper fees to be forwarded to the Legalized Games of Chance Control Commission; and

WHEREAS, the Mayor and Governing Body of the Borough of Englishtown finds that the Knights of Columbus #5903 is a qualified applicant and the members of the Knights of Columbus #5903 are designated to conduct games of chance and are of good moral character and said members have never been convicted of a crime to the best of the Council's knowledge; and

WHEREAS, said games are to be conducted by the rules set forth by the Legalized Games of Chance Control Commission and the entire net proceeds are to be disposed of for a purpose permitted by the Raffle Licensing Law Act of 1954; and

WHEREAS, there is satisfactory proof that the Knights of Columbus #5903 will not make payment for the conducting of the game or assisting therein, except to the extent allowed by law; and

WHEREAS, The Knights of Columbus #5903 has stated that any rental to be paid for raffle equipment does conform to the schedule of authorized rentals prescribed by the rules of the Control Commission and the raffles equipment lessor, should there be one, has been approved by the Control Commission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Raffle Application No. RA2014-01 for the Knights of Columbus #5903 be approved as required by N.J.A.C. 13:47-4.11 and forwarded to the Legal Games of Chance Control Commission as prescribed by N.J.A.C. 13:47-4.3 (b); and

BE IT FURTHER RESOLVED, that a copy of Raffle License RA2014-01 be forwarded by the Municipal Clerk to the Legalized Games of Chance Control Commission for their review and determination; and

BE IT FURTHER RESOLVED, on the fifteenth day after Raffle Application No. RA2014-01 has been forwarded to the Legalized Games of Chance Control Commission with no objections received, Raffle License No. RA2014-01 may be issued to the Knights of Columbus #5903 and copies of said license shall be distributed to the Licensee, the Municipal Clerk, and the Borough of Englishtown Police Dept.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-073**

**RESOLUTION OF THE MAYOR AND GOVERNING BODY
GRANTING APPROVAL FOR RAFFLE APPLICATION NO. RA 2014-02**

WHEREAS, the Battleground Historical Society has applied to the Governing Body of the Borough of Englishtown for a raffle license for November 21, 2014; and

WHEREAS, the Battleground Historical Society has paid all the proper fees to the Borough of Englishtown and submitted the proper fees to be forwarded to the Legalized Games of Chance Control Commission; and

WHEREAS, the Mayor and Governing Body of the Borough of Englishtown finds that the Battleground Historical Society is a qualified applicant and the members of the Battleground Historical Society are designated to conduct games of chance and are of good moral character and said members have never been convicted of a crime to the best of the Council's knowledge; and

WHEREAS, said games are to be conducted by the rules set forth by the Legalized Games of Chance Control Commission and the entire net proceeds are to be disposed of for a purpose permitted by the Raffle Licensing Law Act of 1954; and

WHEREAS, there is satisfactory proof that the Battleground Historical Society will not make payment for the conducting of the game or assisting therein, except to the extent allowed by law; and

WHEREAS, The Battleground Historical Society has stated that any rental to be paid for raffle equipment does conform to the schedule of authorized rentals prescribed by the rules of the Control Commission and the raffles equipment lessor, should there be one, has been approved by the Control Commission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Raffle Application No. RA2014-02 for the Battleground Historical Society be approved as required by N.J.A.C. 13:47-4.11 and forwarded to the Legal Games of Chance Control Commission as prescribed by N.J.A.C. 13:47-4.3 (b); and

BE IT FURTHER RESOLVED, that a copy of Raffle License RA2014-02 be forwarded by the Municipal Clerk to the Legalized Games of Chance Control Commission for their review and determination; and

BE IT FURTHER RESOLVED, on the fifteenth day after Raffle Application No. RA2014-02 has been forwarded to the Legalized Games of Chance Control Commission with no objections received, Raffle License No. RA2014-02 may be issued to the Battleground Historical Society and copies of said license shall be distributed to the Licensee, the Municipal Clerk, and the Borough of Englishtown Police Dept.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-074**

**AUTHORIZATION ALLOWING AERIAL SPRAYING OF PESTICIDES
BY MONMOUTH COUNTY MOSQUITO EXTERMINATION COMMISSION**

WHEREAS, the Governing Body of the Borough of Englishtown in the County of Monmouth, State of New Jersey, a municipal corporation, does hereby authorize the Monmouth County Mosquito Extermination Commission to apply pesticides from aircraft to control mosquitoes over portions of the Borough of Englishtown; and

WHEREAS, we understand that all pesticides used are registered with the NJDEP for aerial application by the State and the USEPA.

WHEREAS, it is further understood that the areas being treated are only those found to have a significantly high mosquito population and may present either a public health nuisance or disease factor.

BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Englishtown that this approval is subject to the Monmouth County Mosquito Extermination Commission notifying the local police department prior to each and every application.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-075**

RESOLUTION AUTHORIZING PERSONNEL POLICY AMENDMENTS

WHEREAS, the Mayor and Council approved the Personnel Policy for the year 2014 at the reorganization meeting held on January 2, 2014; and

WHEREAS, following an employee meeting held on February 10, 2014, the Finance and Administration Committee felt some amendments were necessary and have submitted amendments to the following sections of the Policy Manual:

- Section 1.5 “Drug & Alcohol Abuse Policy” Paragraph 3
- Section 2.13 “Emergency Closing/Delayed Opening Policy” Paragraph 1
- Section 2.17 “Use of Vehicles Policy” Paragraph 3

WHEREAS, it is necessary for the governing body of the Borough of Englishtown to approve said policy amendments for the 2014 calendar year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Policy Manual is hereby approved with amendments as submitted, effective March 26, 2014.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-076**

EMERGENCY TEMPORARY APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to the need for various operating expenses prior to the adoption of the 2014 Budget and no adequate provision has been made in the 2014 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S.A.40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2014 pursuant to the provisions of Chapter 96, P.L.1951 (N.J.S.A.40A:4-20) including this resolution total \$356,014.00

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Englishtown, in the County of Monmouth, State of New Jersey, (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A-20:

1. Emergency temporary appropriations be and the same is hereby made in the amount of \$356,014.00 as per attached sheet.
2. Said emergency temporary appropriations will be provided for in the 2014 budgets.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-077**

APPROPRIATION RESERVE TRANSFER

WHEREAS, N.J.S.A.40A:59 provides for appropriation transfers during the first three months of any fiscal year when the amount of any appropriation reserve for the immediately preceding fiscal year insufficient to pay the claims authorized or incurred during said preceding year which were chargeable to said appropriation, and there is excess in any appropriation reserves over and above the amount deemed to be necessary to fulfill its 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 \$12,400.00 (Twelve Thousand Four Hundred Dollars) be made in the 2013 budget.

Current Fund:

From:	Tax Assessment Other Expense	\$3,000.00	
	Legal Services Other Expense	1,000.00	
	Engineering Other Expense	3,000.00	
	Prosecutor Other Expense	1,000.00	
	Building & Grounds Other Expense	1,000.00	
	Solid Waste Other Expense	900.00	
	Utility-Electricity	2,500.00	
To:	Snow Removal Salary & Wages	5,500.00	Transfer to Trust
	Snow Removal Other Expense	3,500.00	Transfer to Trust
	Police Other Expense	900.00	Ammunition
	Utility-Street Lighting	2,500.00	Increased

Lighting

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-078**

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:

Water Dept. – Replacement of F250 Water Truck Transmission - \$3,000.00

Services From:

Manalapan Township
120 Route 522
Manalapan, 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/Rucker, C/Sarti, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-079**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK TO SIGN AGREEMENT
FOR EMERGENCY FIRST AID AND AMBULANCE SERVICES WITH THE
ENGLISHTOWN-MANALAPAN FIRST AID SQUAD**

WHEREAS, the Englishtown-Manalapan First Aid Squad (EMFAS), delivered a presentation to the governing body at the February 26, 2014 council meeting regarding the formation of a new non-for-profit corporation; and

WHEREAS, an agreement has been submitted to the Municipal Clerk of the Borough of Englishtown by the EMFAS, and has been forwarded to the Borough Attorney for review; and

WHEREAS, the Borough Attorney has reviewed said contract and has found no legal objections to the agreement; and

WHEREAS, the governing body of the Borough of Englishtown is desirous of having the EMFAS provide emergency first aid and ambulance services within the Borough of Englishtown and authorize the Mayor and the Municipal Clerk to sign the agreement with EMFAS.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to execute the agreement with the Englishtown-Manalapan First Aid Squad.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-080**

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

WHEREAS, the Borough of Englishtown Tax Collector has reported an overpayment in 2014 taxes that needs to be refunded due to a duplicate payment; and

WHEREAS, per the tax collector, the following overpayment should be refunded:

Volkman, Kenneth & Lachmundm, Jessica
52 Queens Way - B: 2 L: 22.52 c52
Refund: \$1,126.19

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 for overpayment on the above listed property is hereby authorized in the amount of \$1,126.19 to:

Volkman, Kenneth & Lachmundm, Jessica
52 Queens Way
Englishtown, N.J. 07726

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/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-081**

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

WHEREAS, the Borough of Englishtown Tax Collector has reported an overpayment in 2014 taxes that needs to be refunded due to a duplicate payment; and

WHEREAS, per the tax collector, the following overpayment should be refunded:

Makarovsky, Leoned
43 Queens Way - B: 2 L: 22.43 c43
Refund: \$1,298.85

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 for overpayment on the above listed property is hereby authorized in the amount of \$1,298.85 to:

Makarovsky, Leoned
43 Queens Way
Englishtown, N.J. 07726

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/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-082**

**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 Tower/Cust Ebury Fund I NJ, LLC P.O. Box 37695 Baltimore, MD 21297-3695:

Tax Sale Certificate No. 13-00006
Block 19, Lot 3
3 Lakeside Drive
in the amount of \$2,626.47

WHEREAS, Tower/Cust Ebury Fund I NJ, LLC, also paid \$17,500.00 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 \$20,126.47.

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 \$20,126.47 to Tower/Cust Ebury Fund I NJ, LLC P.O. Box 37695 Baltimore, MD 21297-3695.

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/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-083**

**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 US Bank Cust/Pro CAP III, LLC 50 S. 16th Street Suite 1950 Philadelphia, PA 19102:

Tax Sale Certificate No. 13-00005
Block 13, Lot 21
10 Tennent Avenue
in the amount of \$1,761.88

WHEREAS, US Bank Cust/Pro CAP III, LLC, also paid \$21,000.00 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 \$22,861.88.

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 \$22,861.88 to US Bank Cust/Pro CAP III, LLC 50 S. 16th Street Suite 1950 Philadelphia, PA 19102.

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/Sarti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-084**

**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 \$744,231.42 are hereby authorized to be paid on March 26, 2014.
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/Sarti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-085**

**RESOLUTION INTRODUCING THE MUNICIPAL BUDGET
OF THE BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH,
FOR FISCAL YEAR 2014,
WITH STATEMENTS OF REVENUES AND APPROPRIATIONS
WHICH SHALL CONSTITUTE THE LOCAL BUDGET FOR THE YEAR 2014**

BE IT RESOLVED, that the following statements of revenues and appropriations shall constitute the Municipal budget for the year 2014.

BE IT FURTHER RESOLVED, that the said budget be published in The Asbury Park Press in the issue of April 7, 2014.

The Governing Body of the Borough of Englishtown does hereby approve the following as the budget for the year 2014:

1.	Appropriation within "Caps" Municipal purposes (Item H-1, Sheet 19) (N.J.S. 40a:4-45.2)	\$ 1,693,683.00
2.	Appropriations excluded from "Caps" Municipal purposes (Item H-2, Sheet 28) (N.J.S. 40a:4-45.3 as amended)	\$ 362,807.20
	Total general appropriations excluded from "Caps" (Item 0, Sheet 29)	\$ 362,807.20
3.	Reserve for uncollected taxes (Item M, sheet 29) - based on estimated 98.05% of tax collections	\$ 112,384.81
4.	Total general appropriations (Item 9, Sheet 29)	\$ 2,168,875.01
5.	Less: Anticipated revenues other than current property tax (Item 5, Sheet 11) (i.e. surplus, misc. revenues and receipts from delinquent taxes)	\$ 773,728.20
6.	Difference: Amount to be raised by taxes for support of Municipal Budget (As Follows)	
	A. Local tax for Municipal purposes including reserve for uncollected taxes (Item 6 (A), Sheet 11)	\$1,395,146.81

Notice is hereby given that the Budget and Tax Resolution is approved by the Mayor and Council of the Borough of Englishtown, County of Monmouth on March 26, 2014.

A hearing on the Budget and Tax Resolution will be held at 15 Main Street, Englishtown, NJ 07726 on April 23, 2014 at 7:00 p.m. at which time and place objections to said Budget and Tax Resolution for the year may be presented by taxpayers or other interested persons.

Offered By: C/Robilotti

Seconded By: C/Cooke

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-086**

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:

Water Dept. – Water Main at Center & Main Streets - \$3,226.38

Services From:

B&W Construction Co of NJ, Inc.
PO Box 574
South River, N.J. 08882

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/Rucker, C/Sarti, C/Wojyn
Nays: None
Abstain: None
Absent: None

At this time Adam Christopher Liotta is sworn as a Special Law Enforcement Class II Officer for the Borough of Englishtown.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-087**

**APPOINTMENT OF SPECIAL LAW
ENFORCEMENT CLASS II OFFICER**

WHEREAS, there is a need to hire a special law enforcement Class II officer; and

WHEREAS, the public safety committee has recommended Adam Christopher Liotta of Jackson, N.J. for the position and have offered him a conditional offer of employment, Resolution No. 2014-068, on March 10, 2014; and

WHEREAS, the appointment was conditional upon Adam Christopher Liotta passing a physical examination, psychological evaluation and firearms qualification, all of which have been met.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Adam Christopher Liotta is hereby appointed special law enforcement Class II officer for the Borough of Englishtown as follows:

1. Appointment is effective March 26, 2014.
2. Salary is effective March 26, 2014 in the amount of \$12.00 per hour, paid semi-monthly per the salary ordinance.
3. That said appointment is probationary for one year and said probation shall culminate on March 26, 2015.

BE IT FURTHER RESOLVED, that a certified true copy of this resolution be forwarded to the Chief Financial Officer, Lieutenant Cooke, Police Commissioner and Adam Christopher Liotta.

Offered By: C/Krawiec

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: None

Tax Collector's Report

January 2014

2014 Taxes	\$508,188.57
Outside Lien Redemption	530.38
Net Receipts	\$508,718.95

February 2014

2014 Taxes	\$794,041.99
Outside Lien Redemption	27,607.47
<u>Interest</u>	<u>261.18</u>
Net Receipts	\$821,910.64

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/Krawiec. Passed unanimously.

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 or 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 Sections 5, 7 and 8 of N.J.S.A. 10:4-12b is required to discuss French property, Condominium Assoc. request for snow/ice removal and violations clerk salary request.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 26th day of March, 2014 pursuant to Section 5, 7 and 8 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/Rucker, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: None

The time being 7:36 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/Wojyn. Passed unanimously.

The time being 8:29 P.M.

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-088**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK TO SIGN
AGREEMENT FOR SALE OF REAL ESTATE**

WHEREAS, the governing body of the Borough of Englishtown is desirous of purchasing the property known as 17 Main Street Block 25 Lot 20 on the current tax map of the Borough of Englishtown, County of Monmouth, State of New Jersey; and

WHEREAS, an agreement has been submitted and reviewed by the Borough Attorney and he has found no legal objections to the agreement.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to execute the Agreement for Sale of Real Estate

for the property known as 17 Main Street Block 25 Lot 20 on the current tax map of the Borough of Englishtown, County of Monmouth, State of New Jersey.

Offered By: C/Robilotti

Seconded By: C/Sarti

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

Nays: None

Abstain: None

Absent: None

Adjournment

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

The time being 8:30 P.M.

April 23, 2014

Approved by Governing Body

Municipal Clerk