

November 24, 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
 - Amending Personnel Policy Section 4.14 “Reimbursement for Expenses Policy” (Lodging reimbursement for attendance at conferences/seminars)
3. Adjournment

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

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

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

Discussion Items

Reimbursement Expenses Policy:

B/A Finger proposes amending the Reimbursement Expense Policy by following the member association set hotel rates. These rates are generally in the area of \$89.00 - \$95.00. If there is no association involved, the price will be capped at \$100.00 per night. This will be effective immediately, and be retroactive to 1/2/14. Resolution will be added to tonight’s agenda.

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 6:39 P.M.

**** AGENDA ****

November 24, 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. Approval of Minutes
 - October 22, 2014
 - October 22, 2014 Executive Session
 - November 12, 2014
 - November 12, 2014 Executive Session
5. Committee Reports
6. Municipal Clerk's Report and Correspondence
7. 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.
8. Old Business:
 - A. Ordinance No. 2014-08 – Public Hearing & Adoption
Amending Chapter 1.33 of the Code of the Borough of Englishtown entitled "Police Department"
 - B. Ordinance No. 2014-09- Public Hearing & Adoption
Amending & Supplementing Title 1 "Administrative Legislation" of the Code of the Borough of Englishtown Adding New Chapter 1.51 "Disclosure of Political Contributions"
9. New Business:
 - A. Resolution No. 2014-173
Regretfully Accepting the Resignation of Mary Kennedy
 - B. Resolution No. 2014-174
Authorizing Mayor & Clerk to Sign Shared Service Agreement with Monmouth County for Emergency Dispatch Services

- C. Resolution No. 2014-175
Requesting Approval of Items of Revenue & Appropriation NJSA 40A:4-87
 - D. Resolution No. 2014-176
Authorizing Refund of Property Taxes Due to Duplicate Payment
 - E. Resolution No. 2014-177
Authorization of Services – COAH Housing Rehabilitation Unit
 - F. Resolution No. 2014-178
Authorization of Services – Englishtown/Manalapan First Aid Squad
2014 Annual Contribution
 - G. Resolution No. 2014-179
Authorizing Appropriation Transfer
 - H. Resolution No. 2014-180
Authorizing Participation in the State Health Benefits Program
 - I. Resolution No. 2014-181
Resolution for Local Government Employers to Limit the Medical Plans
Offered Under the State Health Benefits Program
 - J. Resolution No. 2014-182
Authorizing Payment of Borough Bills
- 10. Tax Collector's Report – October 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 6:40 P.M.

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

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

Approval of Minutes –

There being no corrections, deletions or additions, a motion to approve the October 22, 2014 meeting minutes was offered by C/Robilotti and seconded by C/Cooke. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the October 22, 2014 executive session minutes was offered by C/Robilotti and seconded by C/Cooke. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the November 12, 2014 meeting minutes was offered by C/Robilotti and seconded by C/Cooke. Passed on the following roll call:

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

There being no corrections, deletions or additions, a motion to approve the November 12, 2014 executive session minutes was offered by C/Robilotti and seconded by C/Cooke. Passed on the following roll call:

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

Committee Reports

Administration, Finance & Personnel

No report at this time.

Public Utilities

No report at this time.

Code Enforcement, Public Health, Welfare & Public Events

No report at this time.

Public Safety

Councilwoman Krawiec reports:

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

Legislative, Insurance & Licenses

No report at this time.

Public Buildings & Grounds

No report this evening.

Municipal Clerk's Report and Correspondence

Peter Gorbatuk, Municipal Clerk reports:

- Meeting date change for 2015 - September 21st meeting listed as Wednesday should be Monday. Please make your correction.
- Reminds M & C of the Lake Weamaconk Dam meeting December 2nd at 9:00 AM at the Hall of Records Annex, 3rd Floor, in the office of the County Engineer. Mayor Reynolds, Engineer Tom Herits, OEM Peter Cooke, B/A Finger, and or Peter Gorbatuk to attend.

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
ORDINANCE NO. 2014-08**

PUBLIC HEARING & ADOPTION

AN ORDINANCE OF THE BOROUGH OF ENGLISHTOWN AMENDING CHAPTER 1.33, ENTITLED "POLICE DEPARTMENT"

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, paragraph 5** shall be amended to include the following:

The charges for long term business security contracts shall be \$40.00 per hour, including a rate of \$35.00 per hour for the officer, and \$5.00 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.

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. 2014-08 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

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2014-09**

PUBLIC HEARING & ADOPTION

**AN ORDINANCE AMENDING AND SUPPLEMENTING TITLE 1
“ADMINISTRATIVE LEGISLATION” OF THE CODE OF THE
BOROUGH OF ENGLISHTOWN ADDING NEW CHAPTER 1.51
“DISCLOSURE OF POLITICAL CONTRIBUTIONS”**

WHEREAS, professional services contracts are exempt from public bidding requirements; and

WHEREAS, recipients of professional service contracts can lawfully make political contributions to the election campaigns of the local government officers who when elected, are responsible for awarding professional service contracts; and

WHEREAS, substantial local political contributions from professionals receiving discretionary contracts from the elected officials who receive such contributions may raise concerns about the process of local government awarding professional services contracts and the quality and cost of services received; and

WHEREAS, N.J.S.A. 40A:11-5 and N.J.S.A. 40:48-2, municipalities have the right to establish rules and procedures for contracting with professional entities.

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Mayor and Council of the Borough of Englishtown that the Borough of Englishtown hereby requires the recipients of professional services contracts to disclose contributions in excess of \$200.00 to candidates for, or holders of, public office within the Borough and That **TITLE 1 ADMINISTRATIVE LEGISLATION** is hereby amended to include Chapter 1.51 "Disclosure of Political Contributions" as follows:

SECTION I

Disclosure Requirement

- a. Any provision of law to the contrary notwithstanding, the municipality or any of its purchasing agents or agencies of those of its independent authorities shall not enter into an agreement or otherwise contract to procure services for professional services as defined by statute, from any professional that has not filed the disclosure form with the Municipal Clerk. The disclosure form shall set forth contributions in excess of \$200.00 to a campaign committee or candidate for office within the municipality or to any municipal party committee within one calendar year immediately preceding the date of the contract or agreement.
- b. For the purpose of this ordinance, a "professional business entity" seeking a public contract means a person, firm, corporation, professional corporation, partnership, organization or association authorized by law to practice a recognized profession, whose practice is regulated by law, and the performance of which services requires knowledge of an advanced type in a particular field. The definition shall include all principals who own 10% or more equity in the corporation or business trust, partners and officers in the aggregate employed by the entity as well as any subsidiaries directly controlled by the business entity. The definition shall also include any spouse or child living at home, of a principal.

SECTION II

Contributions Made Prior to Effective Date

- a. Prior to awarding any contract or agreement to procure professional services in excess of \$5,000 with any professional business entity, the Borough or any of its purchasing agencies shall require a signed disclosure form from the professional made under penalty of perjury, that the professional has disclosed contributions consistent with this ordinance.
- b. The certification required under this section shall be made prior to entry into the contract or agreement with the Borough and shall be in addition to any

other certifications that may be required by any other provision of law. The professional business entity shall have a continuing duty to report contributions under this ordinance that may occur subsequent to the execution of the disclosure form.

SECTION III

Penalty

- a. All Borough of Englishtown professional service agreements shall provide that it shall be a breach of the terms of the government contract for the professional to violate this ordinance.

SECTION IV

Severability

If any provision of this law, or the application of this law towards any such professional or person under any circumstances shall be held invalid, the remainder of this law, to the extent it can be given effect, shall not be affected thereby and to this extent the provisions of this law are severable.

SECTION V

Effective Date

This ordinance shall become effective after final adoption and publication thereof according to law and shall take effect immediately upon its enactment.

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. 2014-09 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. 2014-173**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF MARY KENNEDY**

WHEREAS, Mary Kennedy served as a part-time Assistant Deputy Court Administrator for the Borough of Englishtown; and

WHEREAS, Mary Kennedy did tender her resignation to the Englishtown Borough Council on November 13, 2014 with her last day of employment being December 11, 2014

NOW, THEREFORE, BE IT RESOLVED that:

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

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. 2014-174**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK
TO SIGN SHARED SERVICE AGREEMENT
WITH THE COUNTY OF MONMOUTH
FOR EMERGENCY DISPATCH SERVICES**

WHEREAS, the Borough of Englishtown has entered into a shared service agreement with The Monmouth County Sheriff's Office, Communication Division for emergency dispatch services for Police, Fire and Emergency Medical Services (EMS) for the municipality which expires December 31, 2014; and

WHEREAS, the Borough of Englishtown is desirous of renewing this shared service agreement for the period January 1, 2015 through December 31, 2019.

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, hereby authorizes

the Mayor and Borough Clerk to execute the contracts with the County of Monmouth for Emergency Dispatch Services.

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. 2014-175**

**RESOLUTION REQUESTING APPROVAL OF
ITEMS OF REVENUE AND APPROPRIATION
NJS 40A:4-87**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of The Borough of Englishtown, in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2014 in the sum of \$7,500.00, which is now available from the Drive Sober or Get Pulled Over 2014 Year End Holiday Crackdown Grant in the amount of \$7,500.00.

BE IT FURTHER RESOLVED, that the like sum of \$7,500.00 is hereby appropriated under the caption Drive Sober or Get Pulled Over 2014 Year End Holiday Crackdown Grant; and

BE IT FURTHER RESOLVED that the above is the result of funds from The National Highway Traffic Safety (NHTSA) Section 410 Alcohol Traffic Safety and Drunk Driving Prevention Incentive Grants in the amount of \$7,500.00.

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-176**

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

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

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

Villani, Frank & Tricia
10 Woodruff Court
Block: 26.02 Lot: 8
Refund: \$2,777.27

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 \$2,777.27 to:

Frank & Tricia Villani
10 Woodruff Court
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/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-177**

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 situations; 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:

4th Housing Rehabilitation Unit (of 7) 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/Wojyn

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. 2014-178**

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 situations; 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 2014 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/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. 2014-179**

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 \$14,000.00 be made in the 2014 budget as attached.

Current Fund:

From:

Election OE	\$ 100.00
Annual Audit OE	650.00
Affordable Housing OE	4,000.00
Police S&W	5,000.00
Street & Roads S&W	1,000.00
Buildings & Grounds S&W	1,000.00
Utility-Water/Sewer	250.00
Utility-Gasoline	2,000.00

To:

Legal Services OE	14,000.00	<u>Reason</u> Litigation
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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. 2014-180**

HB-0077-0510

STATE OF NEW JERSEY — DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
STATE HEALTH BENEFITS PROGRAM
SCHOOL EMPLOYEES' HEALTH BENEFITS PROGRAM
PO BOX 299 TRENTON, NEW JERSEY 08625-0299

RESOLUTION

A RESOLUTION to authorize participation in the State Health Benefits Program and/or School Employees' Health Benefits Program of the State of New Jersey.

BE IT RESOLVED:

1. The Borough of Englishtown 69-0220450
CORPORATE NAME OF EMPLOYER STATE SOCIAL SECURITY I.D. NUMBER
 hereby elects to participate in the Health Program provided by the New Jersey State Health Benefits Act of the State of New Jersey (N.J.S.A. 52:14-17.26 and N.J.S.A. 52:14-17.46.2) and to authorize coverage for all the employees and their dependents thereunder in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
2. A. We elect to participate in the Employee Prescription Drug Plan defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission and/or School Employees' Health Benefits Commission.
 B. We will be maintaining _____ as our prescription drug plan.
NAME OF PLAN
 C. We will not have a stand-alone prescription drug plan and understand that prescription drug coverage will be provided based on the medical plan chosen by the subscriber.
3. A. We elect to participate in the Employee Dental Plans defined by N.J.S.A. 52:14-17.25 et seq. and authorize coverage for all employees and their dependents in accordance with the statute and regulations adopted by the State Health Benefits Commission.
 B. We will be maintaining Delta Dental as our dental plan.
NAME OF PLAN
 C. We will not have a dental plan.
4. We elect 35² hours per week (average) as the minimum requirement for full time status in accordance with N.J.A.C. 17:9-4.6.
5. As a participating employer we will remit to the State Treasury all charges due on account of employee and dependent coverage and periodic charges in accordance with the requirements of the statute and the rules and regulations duly promulgated thereunder.
6. We hereby appoint Laurie Finger, BA/CFO to act as
NAME/TITLE
 Certifying Officer in the administration of this program.
7. This resolution shall take effect immediately and coverage shall be effective as of 2/1/15
DATE
 or as soon thereafter as it may be effectuated pursuant to the statutes and regulations (can be no less than 75 or 90 days pursuant to the provisions of N.J.S.A. 17:9-1.4).

NOTE: AN INDIVIDUAL IS PERMITTED COVERAGE AS AN EMPLOYEE, RETIREE, OR DEPENDENT. MULTIPLE COVERAGE UNDER THE SHBP OR SEHBP IS PROHIBITED.

¹ If not electing prescription drug coverage and/or dental plan participation through the State Health Benefits Program or School Employees' Health Benefits Program, attach copies of the current prescription drug and dental plan contracts.
² As of 8/1/2010, may not be less than 25 hours per week for employees, or 35 hours per week for elected or appointed officials.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

<u>Borough of Englishtown</u> <small>CORPORATE NAME OF EMPLOYER</small>	<u>12</u> <small>NUMBER OF EMPLOYEES</small>
<u>15 Main Street</u> <small>STREET ADDRESS</small>	
on the <u>24th</u> day of <u>November</u> , 20 <u>14</u>	<u>Englishtown</u> <u>N.J.</u> <u>07726</u> <small>CITY STATE ZIP CODE</small>
<u>_____</u> <small>SIGNATURE</small>	<u>(732) 446-9235</u> <small>AREA CODE TELEPHONE</small>
<u>Municipal Clerk</u> <small>OFFICIAL TITLE</small>	<u>69-0220450</u> <small>EMPLOYER'S STATE SOCIAL SECURITY IDENTIFICATION NUMBER</small>

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-181**

HA-0892-0913

STATE OF NEW JERSEY
DEPARTMENT OF THE TREASURY
DIVISION OF PENSIONS AND BENEFITS
STATE HEALTH BENEFITS PROGRAM
PO BOX 299 TRENTON, NEW JERSEY 08625-0299

RESOLUTION

A RESOLUTION for Local Government Employers to limit the medical plans offered under the State Health Benefits Program. Employers must offer at least one plan from each category.

BE IT RESOLVED:

The Borough of Englishtown 0450
CORPORATE NAME OF EMPLOYER SHBP/SEHBP EMPLOYER LOCATION NUMBER

WILL NOT OFFER THE FOLLOWING PLAN(S) (CHECK THE PLANS YOUR LOCATION WILL NOT BE OFFERING – YOU MUST OFFER AT LEAST ONE PLAN FROM EACH CATEGORY.)

CATEGORY 1		CATEGORY 2	
<input type="checkbox"/> AETNA FREEDOM10	<input type="checkbox"/> NJ DIRECT10	<input type="checkbox"/> AETNA FREEDOM1525	<input type="checkbox"/> NJ DIRECT1525
<input type="checkbox"/> AETNA FREEDOM15	<input type="checkbox"/> NJ DIRECT15	<input type="checkbox"/> AETNA HMO1525	<input type="checkbox"/> HORIZON HMO1525
<input type="checkbox"/> AETNA HMO	<input type="checkbox"/> HORIZON HMO		
CATEGORY 3		CATEGORY 4	
<input type="checkbox"/> AETNA FREEDOM2030	<input type="checkbox"/> NJ DIRECT2030	<input type="checkbox"/> AETNA FREEDOM2035	<input type="checkbox"/> NJ DIRECT2035
<input type="checkbox"/> AETNA HMO2030	<input type="checkbox"/> HORIZON HMO2030	<input type="checkbox"/> AETNA HMO2035	<input type="checkbox"/> HORIZON HMO2035
CATEGORY 5			
	<input type="checkbox"/> AETNA VALUE HD4000	<input type="checkbox"/> NJ DIRECT HD4000	
	<input type="checkbox"/> AETNA VALUE HD1500	<input type="checkbox"/> NJ DIRECT HD1500	

Upon receipt of this resolution, the Health Benefits Bureau will schedule a Special Open Enrollment for active employees currently enrolled in any plan that will no longer be offered. These employees must submit a *Health Benefits Application* to change medical plans during the Special Open Enrollment or will otherwise be terminated from coverage. Resolutions may be filed once in a calendar year.

I hereby certify that the foregoing is a true and correct copy of a resolution duly adopted by the:

Borough of Englishtown
CORPORATE NAME OF EMPLOYER

on the 24th day of November, 20 14

SIGNATURE
Municipal Clerk
OFFICIAL TITLE

12
NUMBER OF EMPLOYEES

15 Main Street
STREET ADDRESS

Englishtown N.J. 07726
CITY STATE ZIP CODE

(732) 792-1843
AREA CODE TELEPHONE NUMBER

69-0220450
EMPLOYER'S STATE SOCIAL SECURITY IDENTIFICATION NUMBER

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-182**

**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 \$431,006.39 are hereby authorized to be paid on November 24, 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/Krawiec

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

Nays: None

Abstain: None

Absent: C/Rucker

Mayor Reynolds adds the following resolutions to the agenda at this time.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-183**

AUTHORIZING PERSONNEL POLICY REVISIONS

WHEREAS, the governing body of the Borough of Englishtown approved the 2014 Personnel Policy for the Borough of Englishtown employees, Resolution No. 2014-039, for the 2014 calendar year at the Reorganization meeting held on January 2, 2014; and

WHEREAS, it is the recommendation of the Mayor and Council to amend section 4.14 "Reimbursement for Expenses Policy" of the 2014 Personnel Policy. The first paragraph, last sentence of section 4.14 shall read as follows:

The Borough has the right to provide payment for lodging that is 75 miles away from the employee's home at the per day rate obtained by the Member Association sponsoring the conference, or the actual expense incurred by the employee, whichever is less. If there is no Member Association sponsoring the conference, lodging expenses are capped at \$100.00 per day.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the revisions to the Personnel Policy Manual is hereby approved as submitted, effective November 24, 2014.

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2014-184**

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 had ambulatory transportation issues which prohibited him from attending the November 24, 2014 council meeting.

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 Meeting of November 24, 2014.

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

Tax Collector's Report –**October 2014**

2014 Taxes	\$493,230.29
2015 Taxes	462.00
Duplicate Bill Fee	10.00
Interest	2,516.83
Net Receipts	\$496,219.12

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.

Lt. Cooke reports: Will be receiving a check in the amount of \$4,839.18 from the Drunk Driving Enforcement Fund to be used to combat Drunk Driving.

Previously submitted application Drive Sober Or Get Pulled Over Campaign has been approved and awaiting funds of \$7,500.00 to be used from December 5th thru January 2nd.

The Englishtown Office of Emergency Management along with the other Monmouth County Municipalities will have a revised County Hazard Mitigation Plan. The draft is on the County Website, a link will be on our website and after 45 days the revised plan will be adopted by the County.

There being no further questions or comments, a motion to close the public portion was offered by C/Robilotti and seconded by C/Cooke. 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 Section 7 & 8 of N.J.S.A. 10:4-12b is required to discuss Thompson litigation, Oxford Crossing foreclosure, Lindsey – OPRA litigation, and PBA.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 24th day of November, 2014 pursuant to Section 7 & 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/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Rucker

The time being 7:00 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/Sarti. Passed unanimously.

The time being 7:27 P.M.

Adjournment

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

The time being 7:28 P.M.

December 15, 2014

Approved by Governing Body

Peter Gorbatuk, R.M.C.
Municipal Clerk