

**\*\* WORKSHOP AGENDA \*\***

**January 28, 2015**

**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
  - Women's History Month Celebration – March
  - 17 Main Street Survey
  - Water Delinquent Notice Procedure
3. Adjournment

The meeting was called to order by Council President Krawiec at 6:35 P.M.

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

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

**Discussion Items:**

**Women's History Month:**

C/Krawiec nominates Joyce Stipple to honor for Women's History Month. All in favor.

**17 Main Street Survey:**

Discussion to be held in Executive Session

**Water Delinquent Notice Procedure :**

After discussion it was determined that the existing procedure is adequate and will continue to be adhered to. C/Robilotti will inform the Water/Sewer Clerk of this.

**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 6:42 P.M.

**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: Proclaiming January Radon Action Month
5. Approval of Minutes
  - December 15, 2014
  - December 15, 2014 Executive Session
  - Reorganization Meeting – January 2, 2015
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. Resolution No. 2015-042  
Authorizing Employees to Bank Remaining 2014 Sick Leave Time
  - B. Resolution No. 2015-043  
Authorizing Employees to Carry Over Remaining 2014 Vacation Time
  - C. Resolution No. 2015-044  
Authorization of Services – Annual Software Maintenance
  - D. Resolution No. 2015-045  
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale
  - E. Resolution No. 2015-046  
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale
  - F. Resolution No. 2015-047  
Authorizing Veteran Tax Deduction for 2015

- G. Resolution No. 2015-048  
Accepting & Adopting The Monmouth County Municipal Joint Insurance Fund's 2015 Safety and Compliance Program
  - H. Resolution No. 2015-049  
Appropriation Reserve Transfer
  - I. Resolution No. 2015-050  
Authorizing Payment of Borough Bills
  - J. Resolution No. 2015-051  
2015 Temporary Operating Budget
  - K. Resolution No. 2015-052  
Appointment of Animal Control Officer
- 10. Tax Collector's Report – December 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 Council President Krawiec at 6:43 P.M.

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

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

Council President Krawiec 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.

**Proclamation:**

Council President Krawiec reads aloud proclamations proclaiming January “Radon Action Month”.

**Approval of Minutes –**

There being no further corrections, deletions or additions, a motion to approve the December 15, 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,  
Nays: None  
Abstain: None  
Absent: C/Wojyn

There being no corrections, deletions or additions, a motion to approve the December 15, 2014 Executive Session minutes was offered by C/Robilotti and seconded by C/Sarti. Passed on the following roll call:

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

\*C/Robilotti makes correction to the January 2, 2015 minutes on page 3, her name is misspelled.

There being no further corrections, deletions or additions, a motion to approve the January 2, 2015 Reorganization meeting minutes was offered by C/Robilotti and seconded by C/Sarti. Passed on the following roll call:

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

**Committee Reports**

**Administration, Finance & Personnel**

Councilwoman Cooke reports:

- Received a memo from the Court Administrator requesting a change of business hours for the Municipal Court from 8:00 – 3:30 instead of 8 -4. Other Courts in Monmouth County close their window 30 minutes prior to the end of the day to balance their drawers. Judge Newman approves of this procedure for Englishtown. Council agrees to allow payments not to be taken after 3:30; however the court window will remain open for all other court business.

**Public Utilities**

Councilwoman Robilotti reports:

- On behalf of Water/Sewer Superintendent, would like to thank the DPW for helping with the operation of the Water Plant in his absence.

**Code Enforcement, Public Health, Welfare & Public Events**

Councilman Wojyn is absent; no report this evening

**Public Safety**

Councilwoman Krawiec reports:

- Reads into record the November and December Police activity reports. On file in the Municipal Clerk's office for public review.

**Legislative, Insurance & Licenses -**

Councilman Sarti reports:

- The sign up period for New Jersey State Health Benefits has gone smoothly and is effective February 1, 2015.

**Public Buildings & Grounds**

Councilman Rucker reports: No report at this time.

**Correspondence**

Peter Gorbatuk, Municipal Clerk reports:

- Informs Mayor and Council the Monthly Budget Report for December 2014 was sent to them via e-mail on Friday January 2, 2015 and is on file in the Clerk's office.

**Public Portion – Agenda Items**

Council President Krawiec 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.

**New Business**

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-042**

**AUTHORIZING BOROUGH EMPLOYEES TO BANK  
REMAINING 2014 SICK LEAVE TIME**

**WHEREAS**, several Borough employees have not used all of their allowed sick time in the year 2014; and

**WHEREAS**, pursuant to Section 3.4 of the Personnel Policy, earned but unused sick leave may accumulate, however in no event shall accrued sick leave exceed 20 days; and

**WHEREAS**, the department heads state that the 2014 unused sick leave time is as follows:

Celia Hecht	5 Sick Days Remaining
Laurie Finger	8 Sick Days Remaining
Jeanne Keevins	5 Sick Days Remaining
Christine Robbins	4.5 Sick Days Remaining
Patricia Marone	6 Sick Day Remaining
Wayne Krawiec	1 Sick Day Remaining

**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 personnel will be allowed to bank their remaining 2014 sick time.

**BE IT FURTHER RESOLVED** a certified true copy of this Resolution be forwarded to Laurie Finger, Celia Hecht, Jeanne Keevins, Christine Robbins, Patricia Marone, Wayne Krawiec and the Borough Auditor.

Offered By: C/Robilotti

Seconded By: C/Cooke

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

Nays: None

Abstain: C/Krawiec

Absent: C/Wojyn

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-043**

**AUTHORIZING BOROUGH EMPLOYEES TO CARRY OVER  
REMAINING VACATION TIME TO THE YEAR 2015**

**WHEREAS**, several Borough employees have not used all of their allowed vacation time; and

**WHEREAS**, pursuant to Section 3.2 of the Personnel Policy, employees may carry over a maximum of five (5) unused vacation days into the next calendar year ; and

**WHEREAS**, the department heads state that the remaining vacation time is as follows:

Celia Hecht	5 Vacation Days Remaining
Peter Gorbatuk	4.5 Vacation Days Remaining
Laurie Finger	5 Vacation Days Remaining
Jeanne Keevins	4 Vacation Days Remaining
Christine Robbins	5 Vacation Days Remaining
Wayne Krawiec	5 Vacation Days Remaining

**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 personnel will be allowed to carry their remaining vacation time from 2014 over to the year 2015.

**BE IT FURTHER RESOLVED** a certified true copy of this Resolution be forwarded to Laurie Finger, Celia Hecht, Jeanne Keevins, Peter Gorbaturk, Christine Robbins, Wayne Krawiec and the Borough Auditor.

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

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-044**

**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:

Annual Software Maintenance for Finance, Tax Collection,  
Water/Sewer Utility & Clerk's Dept..... \$10,259.00

Services From:

Edmunds & Associates  
301-A Tilton Road  
Northfield, N.J. 08225

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

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-045**

**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 FNA Jersey BOI, LLC:

Tax Sale Certificate No. 14-00008  
Block 21, Lot 1  
2 Park Avenue  
in the amount of \$2,701.74

**WHEREAS**, US Bank Cust FNA Jersey BOI, LLC, also paid \$5,700.00 as a premium to obtain Tax Sale Certificate; and

**WHEREAS**, the above-mentioned certificate has been voided by the tax collector and the holder is also entitled to a refund of the premium paid to obtain said certificate for a total refund amount of \$8,401.74.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes payment in the amount of \$8,401.74 to US Bank Cust FNA Jersey BOI, LLC 50 S. 16<sup>th</sup> Suite 2050 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

Nays: None

Abstain: None

Absent: C/Wojyn

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-046**

**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 4, LLC, Firstrust Bank:

Tax Sale Certificate No. 14-00002  
Block 2, Lot 23.02D c02D  
52D Lasatta Avenue  
in the amount of \$713.43

**WHEREAS**, US Bank Cust/Pro Cap 4, LLC, Firstrust Bank, also paid \$600.00 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 \$1,313.43.

**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 \$1,313.43 to US Bank Cust/Pro Cap 4, LLC, Firstrust Bank, 50 S. 16<sup>th</sup> Street Suite 2050 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  
Nays: None  
Abstain: None  
Absent: C/Wojyn

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-047**

**GRANTING VETERAN DEDUCTION FOR 2015 TAX YEAR**

**WHEREAS**, the Borough of Englishtown Tax Collector has reported the need to grant a veteran deduction for the year 2015; and

**WHEREAS**, the deduction is for Salvatore Lubrano, 8 McDonald Way, Block 18 Lot 13.17, to be applied to taxes, in the amount of \$250.00.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes the above deduction.

**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/Sarti

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-048**

**RESOLUTION ACCEPTING AND ADOPTING  
THE MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND'S  
2015 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 2015 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 and the Mayor and Municipal Clerk are hereby authorized to sign the 2015 Safety Contract.

Offered By: C/Robilotti

Seconded By: C/Cooke

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

**BOROUGH OF ENGLISHTOWN  
 RESOLUTION NO. 2015-049**

**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 \$7,500.00 (Seven Thousand Five Hundred Dollars) be made in the 2014 budget.

**Current Fund:**

<b>From:</b>	Streets & Roads Other Expense	\$3,000.00	
	Recycling Other Expense	1,000.00	
	Utilities-Natural Gas	2,000.00	
	Utilities-Gasoline	1,500.00	
<b>To:</b>	Snow Removal S&W	\$1,000.00	Snow Overtime
	Snow Removal Other Expense	6,500.00	Snow Material

Offered By: C/Robilotti

Seconded By: C/Cooke

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

**BOROUGH OF ENGLISHTOWN  
 RESOLUTION NO. 2015-050**

**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 \$513,689.76 are hereby authorized to be paid on January 28, 2015.
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  
Nays: None  
Abstain: None  
Absent: C/Wojyn

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-051**

**2015 TEMPORARY OPERATING BUDGET**

**WHEREAS**, Section 40A:4-19 of the revised Statutes of the State of New Jersey provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2015 Municipal Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the Director of the Division of Local Government Services authorized in Local Finance Notice 2014-21 dated December 11, 2014 that the Governing Body may, by resolution, adopt by March 13, 2015 to increase its temporary budget by 1/12<sup>th</sup>; and

**WHEREAS**, the total appropriations in the 2014 Municipal Budget, exclusive of any appropriations made for interest and debt redemption charges, Capital Improvement Fund, Public Assistance, is \$2,839,143.95 and

**WHEREAS**, 1/12<sup>th</sup> of the total appropriations in the 2014 Municipal Budget, exclusive of any appropriations made for interest and debt redemption charges, Capital Improvement Fund, Public Assistance, in said 2014 Municipal Budget is \$236,594.51; and

**WHEREAS**, the 2015 temporary operating budget was adopted by Resolution Number 2015-014, adopted on January 2, 2015 in the amount of \$745,274.00;

**NOW, THEREFORE BE IT RESOLVED**, that the total 2015 temporary operating budget be increased to the amount of \$981,867.00 and attached appropriations be made.

**BE IT FURTHER RESOLVED** that a certified copy of this Resolution be transmitted to the Chief Financial Officer for her records.

Offered By: C/Robilotti

Seconded By: C/Cooke

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

Nays: None

Abstain: None

Absent: C/Wojyn

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-052**

**APPOINTMENT OF ANIMAL CONTROL OFFICER**

**WHEREAS**, the Mayor and Council of the Borough of Englishtown are knowledgeable that there is a need for an Animal Control Officer to perform Animal Control services within the Borough of Englishtown.

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

1. Jan (John) E. Bilyk (d/b/a Whisper Acres) of Jackson, N.J. is a certified animal control officer who will perform all duties required of the position and outlined in the contract.
2. The Mayor and Municipal Clerk are authorized to execute a 1-year agreement between Jan E. Bilyk (d/b/a Whisper Acres) and the Borough of Englishtown for Animal Control Services for a one-year period commencing March 1, 2015 through February 28, 2016 at an annual compensation of fourteen hundred dollars (\$1400.00).

**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 contract with Jan (John) E. Bilyk (d/b/a Whisper Acres) of Jackson, N.J for Animal Control Services.

**BE IT FURTHER RESOLVED** that a certified copy of this resolution be forwarded to Borough of Englishtown Chief Financial Officer and Jan (John) E. Bilyk (d/b/a Whisper Acres).

Offered By: C/Robilotti

Seconded By: C/Sarti

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

**Tax Collector's Report –**

**December 2014**

2015 Taxes	15,761.07
2014 Taxes	47,023.08
Tax Sale Premium	19,500.00
Outside Lien Redemption	2,701.74
Interest	2,283.79
Cost of Sale	840.37
Duplicate Bill Fee	10.00
Misc. Brush Lien 9/13	360.00
<b>Net Receipts</b>	<b>\$88,480.05</b>

**Public Portion**

Council President Krawiec 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/Sarti. 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, of N.J.S.A. 10:4-12b is required to discuss 17 Main Street, 68 Main Street, MacInnes litigation and 74 Main Street-Lutz.

**NOW, THEREFORE, BE IT HEREBY RESOLVED** that the public be excluded from this portion of the public meeting convened on the 28<sup>th</sup> day of January, 2015 pursuant to Section 5 & 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/Rucker, C/Sarti

Nays: None

Abstain: None

Absent: C/Wojyn

The time being 6:59 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/Cooke. Passed unanimously.

The time being 7:47 P.M.

At this time Council President Krawiec adds the following resolutions to tonight's agenda.

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-053**

**AUTHORIZING BOROUGH ENGINEER TO PREPARE BID  
SPECIFICATIONS, ADVERTISE AND RECEIVE BIDS FOR THE  
REMOVAL OF HAZARDS AND DEMOLITION OF UNFIT  
STRUCTURES LOCATED AT 68 MAIN STREET**

**WHEREAS**, on April 24, 2013 the Borough of Englishtown passed Resolution No. 2013-078 entitled "Declaring 68 Main Street Unfit for Human Habitation, Occupancy or Use" in accordance with the provisions of N.J.S.A. 40:48-2.3; and

**WHEREAS**, on December 19, 2014 , it was mandated by Court Order that the owner of the property, has until March 1, 2015 to either rehabilitate the unfit structures located on the property or demolish them; and

**WHEREAS**, it is the decision of the governing body to authorize the Borough Engineer to prepare bid specifications, advertise and receive bids for the removal of hazards and the demolition of the unfit structures at 68 Main Street in the case the property owner does not comply with the court ordered date of March 1, 2015.

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Borough Engineer is hereby authorized to prepare bid specifications, advertise and receive bids for the removal of hazards and demolition of 68 Main Street should the property owner not comply by March 1, 2015 court order.

Offered By: C/Rucker

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2015-054**

**AUTHORIZING ENGINEER TO PERFORM PROPERTY SURVEY AT 17 MAIN  
STREET IN ACCORDANCE WITH THE OPEN SPACE GRANT FROM THE  
COUNTY OF MONMOUTH NOT TO EXCEED \$6800.00**

**WHEREAS**, the Borough of Englishtown has been awarded a grant through the Monmouth County Municipal Open Space Grant Program for acquisition of Block 25 Lot 20, 17 Main Street, to be used as parking for nearby municipal parks and for open space adjacent to Weamaconk Creek; and

**WHEREAS**, prior to the release of the grant funds, the Borough of Englishtown is required to have a professional survey of the property performed, which must follow the requirements specified in the document “Monmouth County Municipal Open Space Grant Program Digital Survey”; and

**WHEREAS**, the Borough Engineer has submitted a proposal in the amount of \$6800.00 to provide professional surveying services on the referenced property, meeting all the mandated requirements.

**NOW, THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Borough Engineer is hereby authorized to perform this survey on Block 25, Lot 20, 17 Main Street, not to exceed \$6800.00, and all the requirements from the County of Monmouth Open Space Grant Program will be met.

**BE IT FURTHER RESOLVED**, by the Borough Council that the proposal has been found acceptable and the Mayor is hereby authorized to sign the Client Contract Authorization with Maser Consulting .

Offered By: C/Robilotti

Seconded By: C/Sarti

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

Nays: None

Abstain: None

Absent: C/Wojyn

### **Adjournment**

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

The time being 7:50 P.M.

February 25, 2015  
Approved by Governing Body

*Peter Gorbatuk*  
Municipal Clerk