

**** WORKSHOP AGENDA ****

April 27, 2016

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
 - Solid Waste / Recycling Contracts for 2017
 - Telephone System
3. Adjournment

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

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

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

Discussion Items:

Solid Waste / Recycling Contracts for 2017 Discussion:

The Municipal Clerk informed Council that our current contracts for solid waste and recycling expire on December 31, 2016. There is a need to prepare the bid documents in order to advertise for bid over the summer. After review of our current contracts, discussion took place and there was a consensus to use the existing bid package from 2012 which allows us to have options for pickups and additional years.

Telephone System

The Municipal Clerk stated that our existing Avaya telephone system has been experiencing numerous problems. The system was put in place in 2004 and parts are becoming difficult to obtain. Three (3) vendors submitted quotes: IPG Telecom NEC, ATC Voice Data, and TLG aka The Leader Group. After discussing the three quotes, it was determined that Council would like to replace the existing telephone equipment with Avaya equipment. The two (2) vendors that quoted Avaya equipment conflict in price due to the number of phones quoted. The Clerk was asked to contact ATC Voice Data to determine if they are a licensed Avaya dealer and ask them to re-quote the same amount of equipment that was quoted by TLG. It should be noted that TLG is a licensed Avaya dealer.

Adjournment

There being no discussion items on the Workshop Agenda, Mayor Reynolds asks for a motion to close the workshop meeting. Offered by C/ Robilotti, seconded by C/Krawiec. Passed unanimously. The time being 6:45 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 April 29, 2016 “Arbor Day”
5. Approval of Minutes
 - March 23, 2016
 - March 23, 2016 Executive Session
6. Committee Reports
7. Correspondence
8. Public Hearing: 2016 Municipal Budget
9. 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.
10. Old Business
 - A. Ordinance No. 2016-02 – Public Hearing & Adoption Ordinance Amending Sewer Rates for the Borough of Englishtown
 - B. Ordinance No. 2016-03 – Public Hearing & Adoption Ordinance to Exceed the Municipal Budget Appropriation Limits and to Establish a CAP Bank (N.J.S.A. 40A: 4-45.14)
11. New Business:
 - A. Ordinance No. 2016-04 – First Reading & Introduction Bond Ordinance Providing Various 2016 Capital Improvements by and in the Borough of Englishtown.
 - B. Resolution No. 2016-074
Authorizing the Borough Engineer to Prepare Bid Specifications, Advertise and Receive Bids for Carriage Lane Improvements/Reconstruction Project.

- C. Resolution No. 2016-075
Recognition of Municipal Clerk's Week May 3- 9, 2016.
 - D. Resolution No. 2016-076
Adoption of 2016 Municipal Budget
 - E. Resolution No. 2016-077
2016 Capital Budget Resolution
 - F. Resolution No. 2016-078
Authorizing Payment of Borough Bills
- 12. Tax Collector's Report – March 2016
 - 13. 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.
 - 14. Executive Session
 - 15. Adjournment

The meeting was called to order by Mayor Reynolds at 6:46 P.M.

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

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

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, 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 March 23, 2016 meeting minutes and executive session minutes was offered by C/Robilotti and seconded by C/Sarti. Passed on the following roll call:

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

Mayor Reynolds stated that at the last meeting Council accepted the resignation of Rudolph Rucker from Council after serving the public for over 25 years. Now that the seat has been vacated it needs to be filled.. The Republican Club met and have submitted three names for consideration. They are: Eric L. Mann, Casandra Carmine, and David Cuciti. Mayor Reynolds asked for nominations. C/Sarti makes a motion to nominate Eric L. Mann, there being a second by C/Wojyn with the following vote: C/Krawiec, C/Robilotti, C/Sarti, C/Wojyn all in the affirmative.

Mayor Reynolds administered the Oath of Office to Eric L. Mann
Councilman Mann takes his place on Council.

Committee Reports

Administration, Finance & Personnel

Councilwoman Cooke is absent no report at this evening.

Public Utilities

Councilwoman Robilotti has nothing to report at this time.

C/Robilotti did ask who is responsible for opening the recycling center in the morning because one of her neighbors went and it was not open when they arrived there.

The Municipal Clerk said that normally the recycling center is open by DPW at 7:30am, however if that employee is off from work, it is opened by 8:00am. Mayor Reynolds asked that the opening of the recycling center comply with the times listed on the sign.

Code Enforcement, Public Health, Welfare & Public Events

Councilman Wojyn reports:

- Resident at 2 Park Avenue requested additional time to do something with the house due to the fire. If no timely response the Borough will have to demo the house. The Borough Engineer and Code official will determine if the house has to come down or just be fixed. CFO will contact Bond Counsel to amend the existing Demolition Ordinance adopted in 2012.

Public Safety

Councilwoman Krawiec reports:

- Reads aloud March 2016 Police activity report and is on file in the Municipal Clerks Office for review.
- The Department received new lockers which were built and installed by DEPTCOR a division of the NJ Department of Corrections. These lockers are larger and more durable. The locker room was also painted and the sink repaired.
- The Department has been invited again to participate in the "Click It or Ticked Campaign.
- The 10 Body Worn Cameras have been partially funded from the Attorney Generals' Office. Total cost was approximately \$12,000.00 of which

\$5,000.00 was grant money with the rest being paid out of the departments' capital improvement fund.

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Legislative, Insurance & Licenses –

Councilman Sarti has nothing to report at this time.

Public Buildings & Grounds

No report at this time.

Correspondence

Municipal Clerk Peter Gorbatuk reports:

- The Monthly Budget Report for March 2016 was sent to Mayor and Council on April 2nd, 2016.
- NJ. DOT awarded a Grant for the reconstruction of Hospitality Way in 2017.
- Rabies Clinic is scheduled for June 7th from 6:00pm–7:30pm at the DPW Building
- 2016 Monmouth County Planning Board invites residents of Monmouth County to attend an Open House for updates on the proposed Master Plan to be held on May 10th @ 6:00 P.M. at the Monmouth County Agricultural Building 4000 Kozloski Road, Freehold

Public Hearing – 2016 Municipal Budget

Mayor Reynolds opened the floor to the public for questions or comments on the 2016 Municipal Budget. Motion made by C/Robilotti and seconded by C/Krawiec.

CFO Finger stated that this year's budget complies with the Property Tax Levy Cap and the Appropriation Cap. The municipal tax rate increase is approximately 3 cents. An overview of the revenues and expenditures was given by CFO Finger.

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

Public Portion – Agenda Items

Mayor Reynolds opens the floor to the public for discussion limited to agenda items only. Motion made by C/Krawiec, Second by C/Robilotti.

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.

Old Business

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2016-02**

PUBLIC HEARING & ADOPTION

Ordinance Amending Sewer Rates for the Borough of Englishtown

Be It Ordained, the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey as follows:

Section I. Section 2.106-12 of the Ordinance entitled as above is hereby amended to read as follows:

Section 2.106-12. The annual sewer rates effective June 1, 2016 shall be as follows:

<u>Types of Service</u>	<u>Domestic Consumer Units</u>	<u>Quarterly Charges</u>	<u>Annual Charges</u>
Single-Family Dwellings	1	129.00	516.00
Single-Family Dwellings (with Garbage Disposal)	1-1/4	161.25	645.00
Apartments or Multifamily Dwellings (Each Unit Charge)	1	129.00	516.00
Single-Family Dwellings (With Business Use)	2	258.00	1,032.00
Single-Family Dwelling (With Medical or Dental Office)	2-1/2	322.50	1,290.00
Service Station	1	129.00	516.00
Service Station (With Car Wash Facilities)	2	258.00	1,290.00
Diner; Tavern; Restaurant (For Each Seating Capacity of 50 or Part Thereof)	3	387.00	1,548.00
Swim Club	6	774.00	3,096.00
School (For Each 28 Students and Faculty Thereof)	1	129.00	516.00
Churches; Clubs; Non- Profit Organizations	1	129.00	516.00
Hospitals and Nursing Homes (For Each 5 Patients And Staff Facilities)	1	129.00	516.00
Public Buildings	1	129.00	516.00
Supermarkets (For Each 6 Employees)	1	129.00	516.00

<u>Types of Service</u>	<u>Domestic Consumer Units</u>	<u>Quarterly Charges</u>	<u>Annual Charges</u>
<u>BUSINESS (COMMERCIAL)</u>			
For Each Commercial Unit Utilized by a Separate Owner Or Tenant or for First 4 Fixture Units or Less	1	129.00	516.00
For Each 2 Additional Fixture Units or Less (Whichever of the Above is Greater)	1	129.00	516.00
Industrial Plants (For Each 5 Employees)	1	129.00	516.00
Laundromat (For Each 3 Machines)	1	129.00	516.00
Water Plants (For Each 100,000 Gallons Discharged Per Quarter)	1	129.00	516.00

Section II. Any Ordinance or part thereof inconsistent with the provisions of this Ordinance is hereby repealed to the extent of such inconsistency.

Section III. All Ordinances or parts of Ordinances inconsistent with this Ordinance are hereby repealed.

Section IV. This Ordinance shall take effect immediately upon final passage and publication according to law.

Public Hearing

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

Harold Burrows of 38 Tennent Avenue asked when the new sewer rate goes into effect and what the net increase is. CFO Finger responded that the new rate will take effect on the next quarter billing which is due 8/15/16 and the increase is \$10.00 per quarter for a single family dwelling.

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

Adoption

A motion to adopt Ordinance No. 2016-02 above titled, was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

Nays: None

Abstain: C/Mann

Absent: C/Cooke

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2016-03**

PUBLIC HEARING & ADOPTION

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

WHEREAS, the Local Government Cap Law, N.J.S.A. 40A:4-45.1, et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 0% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Mayor and Council of the Borough of Englishtown in the County of Monmouth find it advisable and necessary to increase its CY 2016 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Council hereby determine that a 3.5% increase in the budget for said year, amounting to \$62,952.23 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS, the Mayor and Council hereby determine that any amount authorized hereinabove that is not appropriated, as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW, THEREFORE BE IT ORDAINED, by the Mayor and Council of the Borough of Englishtown, in the County of Monmouth, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2016 budget year, the final appropriations of the Borough of Englishtown shall, in accordance with this ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$62,952.23 and that the CY 2016 municipal budget for the Borough of Englishtown be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this Ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within five (5) days after such adoption.

This ordinance amendment shall take effect upon final passage and after publication as required by law.

Public Hearing

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

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

Adoption

A motion to adopt Ordinance No. 2016-03 above titled, was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

New Business

**BOROUGH OF ENGLISHTOWN FIRST READING &INTRODUCTION
ORDINANCE NUMBER 2016-04**

**BOND ORDINANCE PROVIDING VARIOUS 2016
CAPITAL IMPROVEMENTS, BY AND IN THE
BOROUGH OF ENGLISHTOWN, IN THE COUNTY
OF MONMOUTH, STATE OF NEW JERSEY;
APPROPRIATING \$245,000 THEREFOR
(INCLUDING A GRANT IN THE AMOUNT OF
\$124,100) AND AUTHORIZING THE ISSUANCE OF
\$97,250 BONDS OR NOTES OF THE BOROUGH TO
FINANCE PART OF THE COST THEREOF**

**BE IT ORDAINED AND ENACTED BY THE BOROUGH COUNCIL OF
THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF MONMOUTH,
STATE OF NEW JERSEY** (not less than two-thirds of all members thereof
affirmatively concurring), **AS FOLLOWS:**

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Borough of Englishtown, in the County of Monmouth, State of New Jersey (the "Borough"). For the said improvements or purposes stated in Section 3, there is hereby appropriated the aggregate sum of \$245,000, which sum includes \$124,100 as the amount of a grant received or expected to be received from the New Jersey Department of Transportation (the "Grant") and \$23,650 as the aggregate amount of down payments for said improvements or purposes as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law"). Said down payments are now available therefor by virtue of appropriations in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$245,000 appropriation not provided for by application hereunder of the Grant or said down payments, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$97,250 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$97,250 are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

SECTION 3. (a) The improvements hereby authorized and purposes for the financing of which said obligations are to be issued include, but are not limited to, the following:

<u>Description</u>	<u>Appropriation</u>	<u>Authorization</u>	<u>Down Payment</u>	<u>Useful Life</u>
i. Various Roadway Improvements To The Entire Lengths Or Portions, As Applicable, Of Various Roads Within The Borough, Including But Not Limited To, Carriage Lane. Said Improvements Shall Include But Are Not Limited To, As Applicable, Milling, Paving, Joint Stabilization, Construction, Reconstruction And Resurfacing The Roadways, The Repairing And/Or Installation Of Curbs, Sidewalks, Culverts And Driveway Aprons, The Acquisition And Installation Of Various Signage And Various Equipment, Drainage Work, Roadway Painting, Landscaping And Aesthetic Improvements, And Also Including, As Applicable, All Engineering And Design Work, Surveying, Construction Planning, Preparation Of Plans And Specifications, Permits, Bid Documents, Construction Inspection And Contract	\$225,000 (including a \$124,100 Grant received or expected to be received from the New Jersey Department of Transportation)	\$89,650	\$11,250	20 years

<u>Description</u>	<u>Appropriation</u>	<u>Authorization</u>	<u>Down Payment</u>	<u>Useful Life</u>
Administration; and				
ii. Acquisition And Installation, As Applicable, Of Various Equipment, Including, But Not Limited To, A Line Striper For The Department Of Public Works And Improvements To Telephone System For The Municipal Building, Including All Necessary Computer Software And Hardware, Related Equipment And Apparatus, As Applicable, Associated With Each Of Same.	\$20,000	\$7,600	\$12,400	7 years
TOTALS	<u>\$245,000</u>	<u>\$97,250</u>	<u>\$23,650</u>	

(b) The above improvements and purposes set forth in Section 3(a) shall also include all work, materials, equipment, labor and appurtenances as necessary therefor or incidental thereto.

(c) The aggregate estimated maximum amount of bonds or notes to be issued for said purposes is \$97,250.

(d) The aggregate estimated cost of said improvements or purposes is \$245,000, the excess amount thereof over the said estimated maximum amount of bonds or notes to be issued therefor is the Grant in the aggregate amount of \$97,250 and the aggregate down payments for said purposes in the amount of \$23,650.

SECTION 4. Except for the Grant, in the event the United States of America, the State of New Jersey, and/or the County of Monmouth make a contribution or grant in aid to the Borough for the improvements and purposes authorized hereby and the same shall be received by the Borough prior to the issuance of the bonds or notes authorized in Section 2 hereof, then the amount of such bonds or notes to be issued shall be reduced by the amount so received from the United States of America, the State of New Jersey, and/or the County of Monmouth. Except for the Grant, in the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey, and/or the County of Monmouth shall be received by the Borough after the issuance of the bonds or notes authorized in Section 2 hereof, then such funds shall be applied to the payment of the bonds or notes so issued and shall be used for no other purpose. This Section 4 shall not apply, however, with respect to any contribution or grant in aid received by the Borough as a result of using funds from this bond ordinance as “matching local funds” to receive such contribution or grant in aid.

SECTION 5. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the Chief Financial Officer of the Borough, provided that no note shall mature later than one (1) year from its date or otherwise authorized by the Local Bond Law. The notes shall bear interest at such rate or rates and be in such form as may be determined by the Chief Financial Officer. The Chief Financial Officer shall determine all matters in connection with the notes issued pursuant to this bond ordinance, and the signature of the Chief Financial Officer upon the notes shall be conclusive

evidence as to all such determinations. All notes issued hereunder may be renewed from time to time in accordance with the provisions of the Local Bond Law. The Chief Financial Officer is hereby authorized to sell part or all of the notes from time to time at public or private sale and to deliver them to the purchaser thereof upon receipt of payment of the purchase price and accrued interest thereon from their dates to the date of delivery thereof. The Chief Financial Officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the notes pursuant to this bond ordinance is made. Such report must include the principal amount, the description, the interest rate, and the maturity schedule of the notes so sold, the price obtained and the name of the purchaser.

SECTION 6. The Capital Budget or Budgets of the Borough are hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. In the event of any such inconsistency, a resolution in the form promulgated by the Local Finance Board showing full detail of the amended Capital Budget or Budgets and capital programs as approved by the Director of the Division of Local Government Services, New Jersey Department of Community Affairs will be on file in the office of the Clerk and will be available for public inspection.

SECTION 7. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses and are improvements which the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefited thereby.

(b) The average period of usefulness of said improvements or purposes within the limitations of the Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 18.98 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly made and filed in the Office of the Clerk of the Borough and a complete executed duplicate thereof has been filed in the Office of the Director of the Division of Local Government Services, New Jersey Department of Community Affairs, and such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds or notes provided for in this bond ordinance by \$97,250 and the said bonds or notes authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$70,000 for items of expense listed in and permitted under section 20 of the Local Bond Law is included in the estimated cost indicated herein for the purposes or improvements hereinbefore described.

SECTION 8. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the bonds or notes authorized by this bond ordinance. The bonds or notes shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the bonds or notes and the interest thereon without limitation as to rate or amount.

SECTION 9. The Borough hereby declares the intent of the Borough to issue the bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance

and to use proceeds to pay or reimburse expenditures for the costs of the purposes described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purposes of Treasury Regulations §1.150-2 or any successor provisions of federal income tax law.

SECTION 10. The Borough Chief Financial Officer is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The Borough Chief Financial Officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

SECTION 11. The Borough covenants to maintain the exclusion from gross income under section 103(a) of the Code of the interest on all federally tax exempt bonds and notes issued under this ordinance.

SECTION 12. This bond ordinance shall take effect twenty (20) days after the first publication thereof after final adoption and approval by the mayor, as provided by the Local Bond Law.

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-074**

**RESOLUTION AUTHORIZING THE BOROUGH ENGINEER
TO PREPARE BID SPECIFICATIONS, ADVERTISE AND RECEIVE BIDS
FOR CARRIAGE LANE IMPROVEMENTS/RECONSTRUCTION PROJECT**

WHEREAS, the Borough of Englishtown desires to improve/reconstruct Carriage Lane; and

WHEREAS, the Mayor and Council has authorized the Borough Engineer to prepare bid documents for 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 the Borough Engineer is hereby authorized to prepare bid specifications, advertise and receive bids for the Center Street Improvement Project.

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-075**

**RECOGNITION OF MUNICIPAL CLERK'S WEEK
MAY 3-9, 2015**

WHEREAS, The Office of the Municipal Clerk, a time honored and vital part of local government exists throughout the world; and

WHEREAS, The Office of the Municipal Clerk is the oldest among public servants; and

WHEREAS, The Office of the Municipal Clerk provides the professional link between the citizens, the local governing body and agencies of government at other levels; and

WHEREAS, Municipal Clerk have pledged to be ever mindful of their neutrality and impartiality, rendering equal service to all; and

WHEREAS, Municipal Clerk serves as the information center on functions of local government and community; and

WHEREAS, Municipal Clerks continually strive to improve the administration of the affairs of the Office of the Municipal Clerk through participation in education programs, seminars, workshops and the annual meetings of their state, provincial, county and international professional organizations.

WHEREAS, it is most appropriate that we recognize the accomplishments of the Office of the Municipal Clerk.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown, that we hereby recognize the week of May 3 through May 9, 2016 as Municipal Clerks Week and further extend appreciation to our Municipal Clerk, Peter Gorbatuk and Deputy Municipal Clerk, Laurie Finger and all Municipal Clerks for the vital services they perform and their exemplary dedication to the communities they represent.

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

Nays: None

Abstain: C/Mann

Absent: C/Cooke

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-076**

ADOPTION OF 2016 MUNICIPAL BUDGET

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$1,493,126.07 to be raised for municipal purposes.

1. Summary of Revenues

2. General Revenues

Surplus Anticipated	\$ 258,000.00
Miscellaneous Revenues Anticipated	605,907.55
Receipts From Delinquent Taxes	0.00

3. Amount To Be Raised By Taxation

For Municipal Purposes	<u>1,493,126.07</u>
Total Revenues	\$2,357,033.62

4. Summary Of Appropriations

3. General Appropriations:

Within "Caps"	
Operations Including Contingent	\$1,689,880.00
Deferred Charges & Statutory	
Expenditures - Municipal	181,100.00

Excluded From "Caps"

Operations - Total Operations Excluded From "Caps"	\$ 137,669.55
Capital Improvements	25,000.00
Municipal Debt Service	212,550.00
Deferred Charges – Municipal	5,000.00
Reserve For Uncollected Taxes	<u>105,834.07</u>
Total Appropriations	\$2,357,033.62

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
 RESOLUTION NO. 2016-077**

2016 CAPITAL BUDGET RESOLUTION

WHEREAS, the Borough Council of the Borough of Englishtown desires to Amend the 2016 Capital Budget of said municipality by inserting or correcting therein as shown in such budget for following reason:

Carriage Lane Road Reconstruction
 DPW Line Striper
 Telephone Equipment

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

SECTION 1. The 2016 Capital Budget of the Borough of Englishtown is hereby amended by changing and adding thereto a schedule to read as follows:

Amendment No. 1
 2016 Capital Budget of the
 Borough of Englishtown
 County of Monmouth, New Jersey

Method of Financing

Project No.	Estimated Total Cost	Capital Imp Fund	Grants in Aid and Other Funds	General Bond
(01) Carriage Lane Road Reconstruction	\$ 225,000.00	\$ 11,250.00	\$ 124,100.00	\$ 89,650.00
(02) DPW-Line Striper	\$ 8,000.00	\$ 400.00		\$ 7,600.00
(03) Telephone Equipment	\$ 12,000.00	\$ 12,000.00		

SECTION 2. The Clerk is authorized and directed to file a certified copy of this resolution with the Borough Chief Financial Officer, Borough Auditor and one (1) certified copies to the Director, Division of Local Government Services, Department of Community Affairs, State of New Jersey, within three days after the adoption of these projects.

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-078**

**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 \$648,806.95 are hereby authorized to be paid on April 27, 2016.
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/Krawiec, C/Robilotti, C/Sarti, C/Wojyn
Nays: None
Abstain: C/Mann
Absent: C/Cooke

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-079**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF WAYNE D. KRAWIEC**

WHEREAS, Wayne D. Krawiec has served as a Public Works Employee for the for the Borough of Englishtown for many years; and

WHEREAS, Wayne D. Krawiec started his employment June 19, 2000 as a part-time employee, becoming a full time employee, and also Forman of the department; and

WHEREAS, Wayne D. Krawiec did tender his resignation to the Englishtown Borough Council on April 27, 2016 with his last day of employment being September 15, 2016.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Englishtown Borough Council regrestfully accepts the resignation of Wayne D. Krawiec.
2. That a certified copy of this Resolution be delivered to the Chief Financial Officer and DPW Supervisor.

Offered by: C/Robilotti

Seconded by: C/Wojyn

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

Nays: None

Abstain: C/Krawiec, C/Mann

Absent: None

Tax Collector's Report

March 2016

2016 Taxes	\$33,350.20
<u>Interest</u>	<u>425.81</u>
Total Disbursements	\$33781.01

Public Portion

Motion to open Public Portion by C/Sarti, seconded by C/Robilotti

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

Resident Robert Lancsak 20 Harrison Avenue presents a petition signed by himself and surrounding residents to Mayor and Council regarding the noise level at Decibels Music Studio located in the Industrial Park. Mayor Reynolds stated that he will meet with the code office and look into this again.

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

Mayor Reynolds read the 1st Quarter 2016 Report of the Western Monmouth Emergency Medical Service. This report will be on file in the Municipal Clerk's Office.

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: Personnel

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

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

WHEREAS, the Mayor and Council of the Borough of Englishtown believe that a closed session pursuant to Sections 8 of N.J.S.A. 10:4-12b is required to discuss attorney performance.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 27th. day of January, 2016 pursuant to Section 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/Wojyn

Passed unanimously

The time being 7:37 P.M.

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

The time being 7:47 P.M.

Adjournment

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

The time being 7:48 P.M.

May 25, 2016
Approved by Governing Body

Peter Gorbatur
Municipal Clerk