

**** WORKSHOP AGENDA ****

December 13, 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
3. Adjournment

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

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

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

Adjournment

There being no business a motion to adjourn the workshop was offered by C/Robilotti, seconded by C/Krawiec. Passed unanimously time being 6:32 P.M.

**** AGENDA ****

December 13, 2016

**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. Oath of Office for Class II Special Law Enforcement Officer Todd Matthew Hardifer.
5. Approval of Minutes
 - November 21, 2016
No Executive Session Held
6. Committee Reports
7. Correspondence

8. Proclamation Supporting the Drive Sober or Get Pulled Over 2016 Year End Holliday Crackdown.
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. New Business:
 - A. Resolution No. 2016-149
Resolution Requesting Approval of Items of Revenue and Appropriation NJSA 40A:4-87 Drive Sober or Get Pulled Over 2016 Year End Holiday Grant.
 - B. Resolution No. 2016-150
Resolution Authorizing Cancellation of Unexpended Balance Water Capital Outlay Other Expenses \$40,000.00.
 - C. Resolution No. 2016-151
Resolution Appointing Special Law Enforcement Class II Officer Todd Matthew Hardifer
 - D. Resolution No. 2016-152
Payment of Borough Bills
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 implies 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 6:32 P.M.

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

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

Mayor Reynolds stated pursuant to N.J.S.A. 10 4-6 notification of this meeting has been (1) Published in the Asbury Park Press and the News Transcript the Official Newspapers of the Borough, (2) Posted to the Public at Borough Hall, (3) Copy has been filed with the

Municipal Clerk, (4) Copy of this agenda and the Sunshine Statement has been filed with the Mayor and Council. Thus this meeting tonight is deemed in compliance with the Open Public Meetings Act.

There was a moment of silence and salute to the flag.

At this time Class II Special Law Enforcement Officer Todd Matthew Hardifer is sworn in by C/Krawiec.

Approval of Minutes

There being no corrections, deletions or additions, a motion to approve the November 21, 2016 meeting minutes was offered by C/Sarti and seconded by C/Krawiec. Passed on the following roll call:

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

No Executive Session held from November 21, 2016 meeting.

Committee Reports

Administration, Finance & Personnel

Councilwoman Cooke Absent

Public Utilities

Councilwoman Robilotti reports:

- No report at this time.

Public Safety

Councilwoman Krawiec reports:

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

Public Buildings and Grounds

Councilman Wojyn reports:

- Final report to be filed for site remediation at 17 Main Street
- According to Dan Magill DPW Supervisor \$13,471 from Govdeal.com auction gross amount.

Legislative, Insurance & Licenses

Councilman Sarti reports:

- No report at this time.

Code Enforcement, Public Health, Welfare & Public Events

Councilman Mann reports:

- Visited Decibels Music Studio on Sunday Night and there was loud music until 8:00 PM. It seemed if he drove over, there it was minimal but, then he walked

over another time and the noise was easily heard. Mayor Reynolds will follow up with the owner of the Industrial Park concerning his obtaining an Acoustical Engineer.

Correspondence

Municipal Clerk reports:

- Monthly Budget Report for October was sent via-email to Mayor and Council on December 3, 2016. Copy on file in the Clerk's office.
- Newly Elected, Re-Elected or Experienced Orientation in East Rutherford on January 7th and January 28th in Mt. Laurel from 8:30 AM to 3:30 PM. Council asked for classes that would not be as far. There are other classes that will come up in the 1st quarter of 2017

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/Krawiec. Passed unanimously.

New Business

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-149**

**RESOLUTION REQUESTING APPROVAL OF
ITEMS OF REVENUE AND APPROPRIATION
NJSA 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 2016 in the sum of \$5,000.00, which is now available from the Drive Sober or Get Pulled Over 2016 Year End Holiday Crackdown Grant in the amount of \$5,000.00.

BE IT FURTHER RESOLVED, that the like sum of \$5,000.00 is hereby appropriated under the caption Drive Sober or Get Pulled Over 2016 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 \$5,000.00.

Offered By: C/Krawiec

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-150**

**RESOLUTION AUTHORIZING CANCELLATION OF
UNEXPENDED BALANCE**

WHEREAS, the following 2016 Water Operating Fund Budget appropriation balance remain unexpended:

| | |
|----------------------|-------------|
| Water Capital Outlay | |
| Other Expenses | \$40,000.00 |

WHEREAS, it is necessary to formally cancel said balance so that the unexpended balance may be credited to Surplus;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough Of Englishtown, that the above listed unexpended balance of the Water Operating Fund be canceled.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-151**

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

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

WHEREAS, on August 28, 2016 with Resolution 2016-116 Lt. Cooke was authorized to interview and appoint a Class II Special Law Enforcement Officer; and

WHEREAS, the public safety committee has recommended Todd Matthew Hardifer of Colts Neck, N.J. for the position as he has passed a physical examination, psychological evaluation and firearms qualification; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Todd Matthew Hardifer is hereby appointed Special Law Enforcement Class II Officer for the Borough of Englishtown as follows:

1. Appointment is effective December 5, 2016.
2. Salary is effective December 5, 2016 in the amount of \$12.00 per hour, paid semi-monthly per the salary ordinance.
3. That said appointment is probationary for one year and said probation shall culminate on December 5, 2017.

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

Offered By: C/Krawiec

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-152**

**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 \$379,620.81 are hereby authorized to be paid on December 13, 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/Mann, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: C/Cooke

Public Portion

Michelle Haut 13 Wood Avenue would like an update on the bushes / mailbox issue at here neighbors address. Mayor Reynolds stakes have now properly marked the area and a letter will be sent. Michelle also asked about night deliveries and pick up of vehicles. Mayor Reynolds no update at this time.

Mayor Reynolds mentions at this time the culvert at the end of 522 has been cleared and it should solve the flooding problem.

Mayor Reynolds at this time would like to thank C/Lou Sarti for his years of service as a councilman and wishes everyone a happy holiday and to stay safe.

Executive Session

Mayor asks Council and Attorney Youssouf if there is anything for Executive Session Council and Attorney Youssouf have nothing at this time.

Adjournment

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

The time being 6:50 P.M.

January 25, 2017

Approved by Governing Body

Peter Gorbatuk

Peter Gorbatuk
Municipal Clerk