

**** WORKSHOP AGENDA ****

September 28, 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: 2016 Best Practices Inventory
3. 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/ C/Wojyn

Also present, Peter Gorbatuk, Municipal Clerk, Laurie Finger, CFO, Joseph Youssef, Attorney

Discussion Items: 2016 Best Practices Inventory

CFO Laurie Finger reviewed the current status of the Best Practices Inventory Checklist and made a suggestion to initiate a Tax Assessor Appeal Policy which would provide guidance to the Governing Body and Chief Financial Officer. Mayor and Council agreed. Our current score for the checklist is 26 out of 30, equaling 87%, which means our state funding will remain the same at 100%. CFO Finger brought to Council's attention the 4 questions that were answered "No", which were questions #5, #9, #25 and #26. A Resolution will be added to the agenda at the end of the meeting regarding the Tax Assessor Appeal Policy.

C/Cooke arrives at 6:35 P.M.

Adjournment

There being no further discussion items on the Workshop Agenda, Mayor Reynolds asks for a motion to close the workshop meeting. Offered by C/Cooke, seconded by C/Robilotti. Passed unanimously. The time being 6:41 P.M.

**** AGENDA ****

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: “Put The Brakes On Fatalities Day” October 10, 2016
5. Approval of Minutes
 - August 24, 2016
 - August 24, 2016 Executive Session
6. Committee Reports
7. Correspondence
8. Open Public Portion/Limited to Agenda Items Only
Limited to Five (5) Minutes per citizen to be determined at Borough Council’s discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
9. New Business:
 - A. Ordinance No. 2016-06 – First Reading and Introduction
Amending & Supplementing Chapter 2.126 (Water) of the “Code of the Borough of Englishtown, New Jersey
 - B. Ordinance No. 2016-07 – First Reading and Introduction
Ordinance Amending & Supplementing Chapter 2.126 (Sewer) of the “Code of the Borough of Englishtown, New Jersey.
 - C. Resolution No. 2016-118
Authorizing Refund of Tax Sale Certificate & Refund of Premium at Tax Sale Cert No. 14-00003
 - D. Resolution No. 2016-119
Authorization of Services Over \$2,625.00 Calcium Hypochlorite Briquettes – Water Department
 - E. Resolution No. 2016-120
Resolution Authorizing the Sale of Municipal Surplus Property VIA Online Auction Website
 - F. Resolution No. 2016-121
Resolution Regretfully Accepting the Resignation of Special Law Enforcement Officer Class II Mathew Buono
 - G. Resolution No. 2016-122
Resolution Authorizing an Accelerated Tax Sale to be Held in Accordance to the Rules and Regulations Pursuant to N.J.S.A. 54:5-19

- H. Resolution No. 2016-123
Resolution of Conditional Offer of Employment for Public Works Part -
Time Laborer William T. Murphy

 - I. Resolution No. 2016-124
Resolution of Conditional Offer of Employment for Public Works Part –
Time Laborer Alex J. Sarti

 - J. Resolution No. 2016-125
Resolution Making Part – Time DPW Worker Robert J. Smith
Full – Time

 - K. Resolution No. 2016-126
Payment of Borough Bills
- 10. Tax Collector’s Report – August - 2016

 - 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 6:44 PM.

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

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.

Mayor Reynolds reads Proclamation: “Put The Brakes On Fatalities Day” October 10, 2016

Approval of Minutes

There being no corrections, deletions or additions, a motion to approve the August 24, 2016, meeting minutes and executive was offered by C/Robilotti and seconded by C/Krawiec. Passed on the following roll call:

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

Committee Reports

Administration, Finance & Personnel

C/Cooke reports:

- I have been receiving applications for the vacated Court Administrator position. I will be having a get together with Judge Newman and other people from the vicinage regarding the interviewing process. Our Deputy Court Administrator is handling the day to day operations. She can contact Manalapan Court if she needs any help.
- There may be a need for additional court sessions. Will keep Council informed.
- I was able to sit in on four interviews to fill the two vacant DPW positions. One applicant is retired and knowledgeable who should fit in well. The other applicant has less experience.

Public Utilities

C/Robilotti reports: No report at this time.

Public Safety

C/Krawiec reports:

- Reads Police Reports (on file in the Clerk's Office).

Public Buildings & Grounds

C/Wojyn reports:

- He will be working on the Halloween Party with C/Mann which will be held on October 30 at 6:00 PM at the Englishtown Firehouse.

Legislative, Insurance & Licenses

C/Sarti reports:

- The 911 Ceremony went well and a special thank you to C/Wojyn and the Fire Department.

Code Enforcement, Public Health, Welfare & Public Events

Councilman Mann reports: No report at this time.

Correspondence:

Municipal Clerk Peter Gorbatuk reports:

- The Monthly Budget Report for August 2016 was sent to Mayor and Council on September 4, 2016 and is on file in the Clerk's Office.

Public Portion – Agenda Items

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

Robert Lanczak 20 Harrison Avenue asks about an update on the noise issue at the recording studio. Mayor Reynolds responded saying he met with the owner of the Industrial Park. Insulation has been added to many areas that were a concern. Robert Lanczak responds saying it is still an issue. Mayor Reynolds says he will meet with the landlord again to see if this can be resolved. C/Sarti said the landlord is trying to resolve it as well.

C/Mann adds that the Verizon Building across the street from him had obtained the proper permits for the new Air Conditioning at their site. The noise is about the same as the Air Conditioning unit at the Church.

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

New Business

**BOROUGH OF ENGLISHTOWN FIRST READING & INTRODUCTION
ORDINANCE NO. 2016-06**

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 2.126 (WATER) OF THE
“CODE OF THE BOROUGH OF ENGLISHTOWN, NEW JERSEY”**

BE IT ORDAINED by the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey, that the following section of Chapter 2.126 be amended and supplemented as follows:

1. Section 2.126.07 (Installation fees), Subsection A of the “Code of the Borough of Englishtown, New Jersey” is hereby amended and supplemented to read as follows:

A. Taps.

(1) For all taps on installations from the main to the curb stop made by the Water Department, the owner shall be charged the following amounts, to be paid to the Water Department at the time of the issuance of the permit:

\$2,913.00 (two thousand, nine hundred and thirteen dollars) per
E.D.U.

2. Any Ordinance or parts of Ordinances inconsistent herewith are hereby repealed

3. This Ordinance shall take effect following final adoption and publication pursuant thereto.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN FIRST READING & INTRODUCTION
ORDINANCE NO. 2016-07**

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 2.106 (SEWERS) OF THE
“CODE OF THE BOROUGH OF ENGLISHTOWN, NEW JERSEY”**

BE IT ORDAINED by the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey, that the following section of Chapter 2.106 be amended and supplemented as follows:

1. Article I – Installation and Use, Section 2.106.2 (Connection of Future Structures), Subsection B of the “Code of the Borough of Englishtown, New Jersey” is hereby amended and supplemented to read as follows:

B. The owner of every residential house, building and/or structure hereafter constructed, modified or improved in the Borough of Englishtown, which may be occupied or used by human beings, shall, if connection with the sewer system of the Borough of Englishtown is made on or after October 26th, 2016 be charged a connection fee of \$919.00 (nine hundred and nineteen dollars).

2. All ordinances and parts of ordinances inconsistent herewith are hereby repealed.

3. This ordinance shall take effect upon final adoption and publication pursuant to law.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-118**

**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 Phoenix Funding:

Tax Sale Certificate No. 14-00003
Block 4, Lot 14.07
11 W. Dey St.
in the amount of \$3,514.97

WHEREAS, US Bank Cust Phoenix Funding, also paid \$200.00 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 \$3,714.97.

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 \$7,714.97 to US Bank Cust BV001 Trst & Crdts, 50 S 16th street Suite 2050 Philadelphia, PA 19102-2513.

BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to the Borough's Tax Collector and Chief Financial Officer.

8.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-119**

AUTHORIZATION OF PURCHASES OVER \$2625.00

WHEREAS, the Borough of Englishtown Council requires that purchases and services over \$2,625.00 or more be pre-approved by the Governing Body except in the case of imminent emergency situation; and

WHEREAS, the following itemized request(s) were submitted to the Chief Financial Officer by the respective Committee Chairperson(s) for Council approval; and

WHEREAS, the Chief Financial Officer certifies that appropriate funds are available for the following:

Water Department - \$2,857.44
Calcium Hypochlorite Briquette

Services From: G. P. Jager & Associates, Inc.
P.O. Box 50
Boonton, N.J. 07005

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the above request(s) is approved for the purchase or order.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

BOROUGH OF ENGLISHTOWN

RESOLUTION NO. 2016-120 – TABLED Council wants a copy of the agreement

**RESOLUTION AUTHORIZING THE SALE OF MUNICIPAL SURPLUS PROPERTY
VIA ONLINE AUCTION WEBSITE**

WHEREAS, the Borough of Englishtown DPW/Police Department is the owner of certain surplus property which is no longer needed for public use;

WHEREAS, the State of New Jersey permits the sale of surplus property no longer needed for public use through the use of an online auction service; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, as follows:

1. The sale of the surplus property shall be conducted through GovDeals pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the auction are available online at govdeals.com and also available from the Borough of Englishtown.
2. The sale will be conducted online and the address of the auction site is govdeals.com.
3. The sale is being conducted pursuant to Local Finance Notice 2008-09.
4. A list of the surplus property to be sold is as follows:

1989 Ford F350 Mason Dump VIN 1FDKF38G5KNA09742 with Airflo
Sander Serial #1780 & Fisher Minute Mount Plow
1989 Ford Ranger Pickup Truck VIN 1FTCR1CA7KUB05745
1989 GMC 2500 Pickup Truck VIN 1GTGK24R0WES532955 with Fisher
Minute Mount Plow
2001 ODB Leaf Machine Model LCT600 Serial #09013265
Billy Goat Leaf Vac – Serial #83375
Simplicity Snow Blower – Serial # 50071
2001 Ford Crown VIC - Serial #2FAFP71W1X165781

5. The surplus property as identified shall be sold in an “as is” condition without express or implied warranties, as the successful bidder may be required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
6. Borough of Englishtown DPW/Police Department reserves the right to accept or reject any bid submitted.

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-121**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF MATTHEW BUONO**

WHEREAS, Matthew Buono served as a Special Law Enforcement Officer Class II for the Borough of Englishtown; and

WHEREAS, Matthew Bouno did tender his resignation to the Englishtown Borough Council on August 19, 2016 with his last day of employment being September 7, 2016.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Englishtown Borough Council regretfully accepts the resignation of Matthew Buono.
2. That a certified copy of this Resolution be delivered to the Chief Financial Officer and Lt. Cooke

Offered by: C/Krawiec

Seconded by: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-122**

**RESOLUTION AUTHORIZING AN ACCELERATED TAX SALE TO BE HELD IN
ACCORDANCE TO THE RULES AND REGULATIONS PURSUANT TO N.J.S.A. 54:5-19**

WHEREAS, according to the amended regulations set forth in N.J.S.A. 54:5-19 et seq., all taxes and municipal water and sewer, and other lienable charges payable through the eleventh day of the eleventh month of the current fiscal year shall be subject to tax sale and offered for sale of lien to the lowest bidder or highest premium bidder at a tax sale to be held on December 16, 2016 at 11:00 A.M., at the Borough of Englishtown Municipal Building, 15 Main Street Englishtown, New Jersey; and

WHEREAS, there are delinquencies appearing in the records of the Borough of Englishtown for monies levied on the owners of record as they appear in the official tax list filed in the office of the Collector of Taxes of the Borough of Englishtown, as well as listings from the Borough of Englishtown Municipal Water and Sewer Department.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth State of New Jersey that the Tax Collector of the municipality be and is hereby authorized, to hold a Tax Sale for taxes, water and sewer arrears for properties located in our municipality on December 16, 2015, with official notices of sale being advertised and notice the owners of record according to the requirement of N.J.S.A. 54:5-19 et seq.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-126**

**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 \$722,759.41 are hereby authorized to be paid on September 28, 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/Cooke, C/Krawiec, C/Mann, C/Robilotti, C/Sarti, C/Wojyn

Nays: None

Abstain: None

Absent: None

Tax Collectors Report

August 2016

2017 Taxes	343.78
2016 Taxes	\$1,301,565.25
2015 Taxes	250.00
Outside Lien Redemption	5,575.06
Interest	1,526.39
<u>Duplicate Bill Fee</u>	<u>20.00</u>
Net Receipts	\$1,312,280.48

Public Portion

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

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

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

Executive Session

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN MAYOR AND COUNCIL
FOR A CLOSED OR EXECUTIVE SESSION
PURSUANT TO N.J.S.A. 10:4-13**

WHEREAS, N.J.S.A. 10:4-12b provides that a public body may exclude the public from that portion of a meeting at which the body discusses: Litigation, 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 Section 7, of N.J.S.A. 10:4-12b is required to discuss Litigation, Contracts, Personnel.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 25th day of March, 2015 pursuant to Section 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/Mann

Seconded By: C/Cooke

Passed unanimously

The time being 7:20 P.M.

Mayor Reynolds at this time

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

The time being 7:50 P.M.

At this time Mayor Reynolds goes back to Resolution No. 2016-123, 2016-124, 2016-125

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-123**

**CONDITIONAL OFFER OF EMPLOYMENT FOR PUBLIC WORKS
PART TIME LABORER WILLIAM T. MURPHY**

WHEREAS, it is the recommendation of Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill to make a conditional offer of employment to William T. Murphy of Englishtown, NJ for the position of Public Works Part Time Laborer for the Borough of Englishtown; and

WHEREAS, that the following appointment is conditional upon the successful passing of a background check and fingerprinting; and

WHEREAS, the date of hire shall be determined by Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill to be October 3, 2016 the salary shall be at the rate of \$12.00 per hour, 25 hour week.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown that Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill are authorized to offer a conditional offer of employment to William T. Murphy for the position of Public Works Part Time Laborer and the following appointment is conditional upon fingerprinting and successfully passing a background check.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-124**

**CONDITIONAL OFFER OF EMPLOYMENT FOR PUBLIC WORKS
PART TIME LABORER ALEX J. SARTI**

WHEREAS, it is the recommendation of Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill to make a conditional offer of employment to Alex J. Sarti of Englishtown, NJ for the position of Public Works Part Time Laborer for the Borough of Englishtown; and

WHEREAS, that the following appointment is conditional upon the successful passing of a background check and fingerprinting; and

WHEREAS, the date of hire shall be determined by Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill to be October 3, 2016 the salary shall be at the rate of \$12.00 per hour, 25 hour week.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown that Council Chairperson Gregory Wojyn and Public Works Supervisor Dan Megill are authorized to offer a conditional offer of employment to Alex J. Sarti for the position of Public Works Part Time Laborer and the following appointment is conditional upon fingerprinting and successfully passing a background check.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: C/Sarti

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-125**

**APPOINTMENT OF PUBLIC WORKS PART TIME LABORER
TO FULL TIME STATUS**

WHEREAS, there is a need to have a full time public works laborer; and

WHEREAS, Council Chairperson Gregory Wojyn and public works supervisor Dan Megill have recommended Robert J. Smith of Morganville., N.J. for the position of DPW – Level 1; and

WHEREAS, Robert J. Smith has been an employee since May 27, 2015 who has shown the skills necessary to perform the duties of a Level 1 position.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Robert J. Smith III is hereby appointed to DPW – Level 1 for the Borough of Englishtown as follows:

1. Appointment is effective September 19, 2016.
2. Salary is effective September 19, 2016 in the amount of \$31,200.00, annual salary.
3. Stipend for the waving of Health Insurance.
4. Appointment shall have a ninety (90) day probation period ending December 19, 2016, at which time work performance shall be evaluated by Dan Megill, Public Works Supervisor and forwarded to Councilman Greg Wojyn.
5. Work hours shall be 8:00 AM – 4:00 PM, Monday thru Friday.

BE IT FURTHER RESOLVED, that a certified true copy of this resolution be forwarded to the Chief Financial Officer, Public Works Supervisor, and Robert J. Smith III.

Offered By: C/Robilotti

Seconded By: C/Mann

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-127**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF STAN MATTHEWS**

WHEREAS, Stan Matthews served as a Part – Time DPW Worker for the Borough of Englishtown; and

WHEREAS, Stan Matthews did tender his resignation to the Englishtown Borough Council on September 26, 2016 with his last day of employment being October 1, 2016.

NOW, THEREFORE, BE IT RESOLVED that:

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

Offered by: C/Robilotti

Seconded by: C/Sarti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2016-128**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN
TAX ASSESSOR APPEAL POLICY**

WHEREAS, the Mayor and Council of the Borough of Englishtown in order to ensure fiscal stability will actively monitor the municipal ratable base; and

WHEREAS, the Tax Assessor Appeal Policy is intended to provide guidance to the Governing Body and Chief Financial Officer of the changing ratable base which will affect all property owners.

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

1. The Tax Assessor shall notify the Governing Body and Chief Financial Officer in writing, of all tax appeals upon filing, but no later than June 1st of each year.

Offered by: C/Robilotti

Seconded by: C/Sarti

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

Adjournment

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

The time being 7:57 P.M.

Peter Gorbatuk

10-26-2016
Approved by Governing Body

Municipal Clerk