

**** WORKSHOP AGENDA ****

April 24, 2017

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
 - Trash & Recycling at the Fire Department
 - Generator
 - Noise Issue – Englishtown Industrial Park
3. Adjournment

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

Roll Call: Present: C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn C/Wojyn.
Absent: C/Cooke arrives at 6:33 P.M.

Discussion Items:

- Trash & Recycling at the Fire Department the fee for monthly collection Trash \$92.00 per month and Recycling \$30.00 per month. This will be addressed by Resolution tonight amending our contract with M & S Waste.
- Generator was discussed and decided to go with gas over kerosene. The Borough will need to fund approximately an additional \$25,000 through a bond ordinance as the quote is higher than anticipated.
- C/Cooke has received a report concerning the Noise issue at the Industrial Park and is not satisfied with the findings. Mayor Reynolds at this time deems it necessary to look into obtaining an independent report.

Adjournment:

There being no further business on the Workshop Agenda, a motion to adjourn the was offered by C/Krawiec, Seconded by C/Wojyn. Passed unanimously. The time being 6:40 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. Approval of Minutes
 - March 22, 2017
 - March 22, 2017 Executive Session

5. Committee Reports
6. Correspondence
7. Public Hearing: 2017 Municipal Budget
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. Old Business
 - A. Ordinance No. 2017-01– Public Hearing & Adoption
Appropriation Limits and to Establish a Cap Bank
(N.J.S.A.: 4-45.14)
 - B. Ordinance No. 2017-02 – Public Hearing & Adoption
Ordinance Establishing Limits for Salaries of the Employees of the Borough of Englishtown, County of Monmouth, State of New Jersey
10. New Business
 - A. Resolution No. 2017-074
Resolution of the Mayor and Governing Body Granting Approval for Raffle Application No. RA 2017-01 Battleground Historical Society
 - B. Resolution No. 2017- 075
Resolution Adopting 2017 Municipal Budget
 - C. Resolution No. 2017-076
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale, Block 26.01, Lot 8
 - D. Resolution No. 2017-077
Resolution Accepting & Adopting the Monmouth County Municipal Joint Insurance Fund's 2017 Safety & Compliance Program
 - E. Resolution No. 2017-078
Resolution in Recognition of Municipal Clerk's Week May 1-7, 2017
 - F. Resolution No. 2017-079
Authorizing Mayor and Municipal Clerk to Sign Audit Agreement
 - G. Resolution No. 2017-080
Authorization of Services Repair of Water Main Break on Dey Street near Harrison Avenue, Funds are Available in Water Operating Budget, not to Exceed \$11,149.75

- H. Resolution No. 2017-081
Authorization of Purchase for Final Lease Payment on 2014 Dodge Charger for Police Department
 - I. Resolution No. 2017- 082
Resolution Requesting Approval of Items of Revenue and Appropriation NJSA 40A:4-87
 - J. Resolution No. 2017-083
Resolution Authorizing the Filing of a Recycling Tonnage Grant
 - K. Resolution No. 2017-084
Resolution Certifying a Submission of Expenditures for Recycling Taxes Paid in 2016
 - L. Resolution No. 2017-085
Authorizing Payment of Borough Bills
- 11. Tax Collector's Report – March 2017
 - 12. 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.
 - 13. Executive Session
 - 14. Adjournment

The meeting was called to order by Mayor Reynolds at 6:33 P.M.

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

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

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 22, 2017 meeting minutes and executive session minutes was offered by C/Robilotti and seconded by C/Mann. Passed on the following roll call:

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

Committee Reports

Administration, Finance & Personnel

Councilwoman Cooke reports:

- The Borough Seal has been painted into the hallway alcove of the Municipal Building by Jillian Cuciti a student at Freehold Regional High School. An article will be coming from Mark Rosman a writer for the News Transcript covering the History, birth of the Seal.
- A mailing for Automatic Payments for Water / Sewer and Tax have been mailed.
- Easter Egg Hunt went well.

Public Utilities

Councilwoman Robilotti reports:

- Reports the Quarterly Water / Sewer bills have been mailed.
- Hydrant Flushing is scheduled for May 3 thru May 5th.
- There may be an issue at the water tower, this is being investigated by Supervisor Jim Mastrokalos.

Public Safety

Councilwoman Krawiec reports:

- Reads aloud March - 2017 Police activity report and is on file in the Municipal Clerks Office for review.
-

Code Enforcement, Public Health, Welfare & Public Events

Councilman Wojyn reports:

- Trees and Brush overgrown at 5 Wood Avenue concerning the cemetery needs attention. A letter will be sent out.
- Shade Tree Commission is eligible for a grant and would need to be filed by the end of May.

Legislative, Insurance & Licenses

Councilman Marter arrives at 6:52 P.M. and reports:

- I am trying to determine the owner of a sign at Lake Weamaconk. John Cuccia from the Western Monmouth Emergency Medical Services Inc. (WMEMS) said that sign is from Manalapan and put a tarp over it. Department of Public Works will take the sign down.

Public Buildings & Grounds

Councilman Mann reports:

- There is a need to rewrite the job description for Code Enforcement Officer local function of Borough Codes.

Correspondence

Municipal Clerk Peter Gorbatuk reports:

- The Monthly Budget Report for March 2017 was sent to Mayor and Council and is on file in the Clerk's Office.
- Financial Disclosure Statements have been distributed and need to be filed no later than May 30, 2017.
- May 24th Workshop / Council Meeting will be held at the Village Inn 6:30 P.M.

- Please pass your Committee Reports to the Municipal Clerk.
- Municipal Clerk also at this time reads a report from Code Official Ed Miller a letter was sent to 15 Wood Avenue regarding the hedge row site problem and vehicles kept on the property not licensed.
- Resident of 19 Tennant Avenue did not appear in Municipal Court on April 19th and at this time has an active warrant outstanding.

Mayor Reynolds reads at this time a Proclamation Proclaiming April 28, 2017
“ARBOR DAY”

Public Hearing: 2017 Municipal Budget

Mayor Reynolds opened the floor to the public for questions or comments on the 2017 Municipal Budget. Motion made by C/Robilotti and seconded by C/Krawiec.

CFO Finger stated that there isn't any property tax increase for the budget this year.

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.

Public Portion – Agenda Items

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

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 PUBLIC HEARING & ADOPTION ORDINANCE NO. 2017-01

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 .5% 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 2017 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% increase in the budget for said year, amounting to \$56,129.40 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 2017 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 \$65,484.30 and that the CY 2017 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 2017-01

Mayor Reynolds asks for a motion to opened the floor to the public for questions or comments on the above titled ordinance offered by C/Robilotti, Seconded by C/Wojyn

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

Offered By: C/Robilotti

Seconded By: C/Wojyn

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

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2017-02**

PUBLIC HEARING & ADOPTION

**ORDINANCE ESTABLISHING LIMITS FOR SALARIES OF THE EMPLOYEES OF
THE BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH,
STATE OF 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 shall repeal and replace Chapter 1.37 of the Code of the Borough of Englishtown entitled "Salaries and Compensation"

ARTICLE I

The annual salary ranges are established as follows, and the Borough Chief Financial Officer is hereby authorized to transfer such sums of money from such payroll from the time as directed by Salary Resolution of the Governing Body.

<u>POSITION</u>	<u>SALARIES</u>	
	<u>MINIMUM</u>	<u>MAXIMUM</u>
GOVERNING BODY		
MAYOR	\$ 1,800.00	\$ 5,500.00
COUNCIL	\$ 1,300.00	\$ 4,500.00
BUSINESS ADMINISTRATOR	\$15,000.00	\$45,000.00
MUNICIPAL CLERK	\$30,000.00	\$65,000.00
DEPUTY MUNICIPAL CLERK	\$ 5,000.00	\$50,000.00
CHIEF FINANCIAL OFFICER	\$15,000.00	\$45,000.00
FINANCE CLERK	\$20,000.00 \$10.00 per hr	\$50,000.00 \$20.00 per hr
CLERK TYPIST	\$15,000.00 \$10.00 per hr	\$35,000.00 \$20.00 per hr
TAX ASSESSOR	\$ 5,000.00	\$20,000.00
TAX COLLECTOR	\$ 5,000.00	\$20,000.00
DEPUTY TAX COLLECTOR	\$ 1,000.00	\$ 7,500.00
TAX CLERK	\$ 1,000.00 \$10.00 per hr	\$ 5,000.00 \$20.00 per hr
COURT MAGISTRATE	\$ 9,000.00	\$30,000.00
ACTING COURT MAGISTRATE	\$ 250.00	\$ 2,500.00

MUNICIPAL COURT ADMINISTRATOR	\$30,000.00	\$60,000.00
DEPUTY MUNICIPAL COURT ADMINISTRATOR	\$20,000.00 \$10.00 per hr	\$50,000.00 \$25.00 per hr
VIOLATIONS CLERK	\$10.00 per hr	\$20.00 per hr
MUNICIPAL PROSECUTOR session	\$ 300.00	\$600.00 per
MUNICIPAL PUBLIC DEFENDER session	\$ 200.00	\$500.00 per
DPW SUPERVISOR	\$30,000.00	\$60,000.00
DPW FOREMAN	\$ 2,500.00	\$15,000.00
DPW – LEVEL 1	\$18,000.00	\$45,000.00
DPW – PART TIME	\$ 10.00 per hr	\$20.00 per hr
WATER SUPERINTENDENT	\$ 6,000.00	\$30,000.00
WATER CLERK	\$10,000.00 \$10.00 per hr	\$25,000.00 \$20.00 per hr
SEWER SUPERINTENDENT	\$ 6,000.00	\$30,000.00
SEWER CLERK	\$10,000.00 \$10.00 per hr	\$25,000.00 \$20.00 per hr
RECYCLING COORDINATOR	\$ 1,000.00	\$ 5,000.00
DOG/CAT CENSUS TAKER	\$ 50.00	\$ 500.00
RABIES CLINIC WORKER	\$ 50.00	\$ 150.00
EMERGENCY MGMT COORDINATOR	\$ 750.00	\$ 3,000.00
CODE ENFORCEMENT	\$ 5,000.00	\$15,000.00
ASST. CODE ENF/ZONING OFFICER	\$ 2,500.00	\$10,000.00
HOUSING INSPECTOR	\$ 4,000.00	\$10,000.00
PLANNING BOARD SECRETARY	\$ 2,500.00 \$10.00 per hr	\$ 7,500.00 \$20.00 per hr
SHADE TREE COMMISSION SECRETARY	\$ 500.00	\$ 2,500.00
MUNICIPAL HOUSING LIAISON	\$ 500.00 \$10.00 per hr	\$ 2,500.00 \$20.00 per hr

CLEAN COMMUNITY GRANT	\$ 1,000.00	\$ 4,000.00
	\$ 10.00 per hr	\$20.00 per hr
POLICE LIEUTENANT	\$65,000.00	\$100,000.00
POLICE SERGEANT	\$60,000.00	\$ 90,000.00
PATROLMAN	\$30,000.00	\$ 85,000.00
SPECIAL LAW ENFORCEMENT OFFICER-CLASS II	\$10.00 per hr	\$20.00 per hr
SPECIAL LAW ENFORCEMENT OFFICER-CLASS I	\$ 9.00 per hr	\$15.00 per hr

Salaries shall be set forth by Resolution of Mayor and Council within the aforementioned salary guidelines.

Payment of salaries shall be in equal semi-monthly installments or as the Mayor and Council may from time to time resolve.

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

This ordinance shall take effect upon its passage and publication according to law.

Public Hearing: 2017-02

Mayor Reynolds asks for a motion to opened the floor to the public for questions or comments on the above titled ordinance offered by C/Robilotti, Seconded by C/Krawiec

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.

Offered by: C/Robilotti

Seconded by: C/Cooke

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

Nays: None

Abstain: None

Absent: None

New Business

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-074**

**RESOLUTION OF THE MAYOR AND GOVERNING BODY
GRANTING APPROVAL FOR RAFFLE APPLICATION NO. RA 2017-01**

WHEREAS, the Battleground Historical Society has applied to the Governing Body of the Borough of Englishtown for a raffle license for November 17, 2017; and

WHEREAS, the Battleground Historical Society has paid all the proper fees to the Borough of Englishtown and submitted the proper fees to be forwarded to the Legalized Games of Chance Control Commission; and

WHEREAS, the Mayor and Governing Body of the Borough of Englishtown finds that the Battleground Historical Society is a qualified applicant and the members of the Battleground Historical Society are designated to conduct games of chance and are of good moral character and said members have never been convicted of a crime to the best of the Council's knowledge; and

WHEREAS, said games are to be conducted by the rules set forth by the Legalized Games of Chance Control Commission and the entire net proceeds are to be disposed of for a purpose permitted by the Raffle Licensing Law Act of 1954; and

WHEREAS, there is satisfactory proof that the Battleground Historical Society will not make payment for the conducting of the game or assisting therein, except to the extent allowed by law; and

WHEREAS, The Battleground Historical Society has stated that any rental to be paid for raffle equipment does conform to the schedule of authorized rentals prescribed by the rules of the Control Commission and the raffles equipment lessor, should there be one, has been approved by the Control Commission; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Raffle Application No. RA2014-02 for the Battleground Historical Society be approved as required by N.J.A.C. 13:47-4.11 and forwarded to the Legal Games of Chance Control Commission as prescribed by N.J.A.C. 13:47-4.3 (b); and

BE IT FURTHER RESOLVED, that a copy of Raffle License RA2015-01 be forwarded by the Municipal Clerk to the Legalized Games of Chance Control Commission for their review and determination; and

BE IT FURTHER RESOLVED, on the fifteenth day after Raffle Application No. RA2017-01 has been forwarded to the Legalized Games of Chance Control Commission with no objections received, Raffle License No. RA2017-01 may be issued to the Battleground Historical Society and copies of said license shall be distributed to the Licensee, the Municipal Clerk, and the Borough of Englishtown Police Dept.

Offered By: C/Robilotti

Seconded By: C/Cooke

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-075**

ADOPTION OF 2017 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.

Summary of Revenues

1. General Revenues

Surplus Anticipated	\$ 305,000.00
Miscellaneous Revenues Anticipated	592,267.98
Receipts From Delinquent Taxes	0.00

2. Amount To Be Raised By Taxation

For Municipal Purposes	<u>1,506,132.02</u>
Total Revenues	\$2,403,400.00

Summary Of Appropriations

3. General Appropriations:

Within "Caps"	
Operations Including Contingent	\$1,711,345.87
Deferred Charges & Statutory	
Expenditures - Municipal	206,300.00
Excluded From "Caps"	
Operations - Total Operations Excluded	
From "Caps"	\$ 144,145.30
Capital Improvements	15,000.00
Municipal Debt Service	209,500.00
Deferred Charges – Municipal	10,000.00
Reserve For Uncollected Taxes	<u>107,108.83</u>
Total Appropriations	\$2,403,400.00

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-076**

**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 FWDSL & Associates LP, 17 W.Cliff Street, Somerville, NJ 08876:

Tax Sale Certificate No. 16-00014

Block 26.01, Lot 8

34 Heritage Drive

in the amount of \$3,033.10

WHEREAS, FWDSL & Associates LP also paid \$1,400.00 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 \$4,433.10.

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 \$4,433.10 to FWDSL & Associates LP, 17 W. Cliff Street, Somerville, NJ 08876.

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/Krawiec

Seconded By: C/Wojyn

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017- 077**

**RESOLUTION ACCEPTING AND ADOPTING
THE MONMOUTH COUNTY MUNICIPAL JOINT INSURANCE FUND'S
2017 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 2017 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 2017 Safety Contract.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-078**

**RECOGNITION OF MUNICIPAL CLERK'S WEEK
MAY 1-7, 2017**

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 1 through May 7, 2017
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/Cooke

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-079**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK TO SIGN
AUDIT AGREEMENT**

WHEREAS, on January 3, 2017, the Mayor and Council of the Borough of
Englishtown at the annual reorganization meeting appointed the accounting firm of HFA
(Holman, Frenia, and Allison, P.C.); and

WHEREAS, at this time the governing body of the Borough of Englishtown wishes to
enter into an agreement to conduct the Annual Audit for the year ending December 31, 2016.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the Mayor and Municipal Clerk are hereby authorized to execute the year ending December 31, 2016 Agreement submitted by HFA (Holman, Frenia, and Allison, P.C).

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-080**

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:

Repair water main break on Dey Street, near Harrison Avenue
Funds are available in Water Operating Budget not to exceed -- \$11,149.75

Services From:

B&W Construction Co. of NJ Inc.
PO Box 574
South River, NJ 08882

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/Mann

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-081**

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:

Final lease payment on the 2014 Dodge Charger for the Police Department
Funds are available in the Purchase of Vehicles Account not to exceed \$19,000.00

Services From:

Ford Motor Credit Department
PO Box 1739
MD 7500
Dearborn, Mi 48121-1739

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/Krawiec

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-082**

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

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

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

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of The Borough of Englishtown, in the County of Monmouth, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2017 in the sum of \$5,500.00, which is now available from the 2017 Distracted Driving Crackdown Grant in the amount of \$5,500.00.

BE IT FURTHER RESOLVED, that the like sum of \$5,500.00 is hereby appropriated under the caption 2017 Distracted Driving Crackdown Grant; and

BE IT FURTHER RESOLVED that the above is the result of funds from The New Jersey Division of Highway Traffic Safety (DHTS) 2017 Distracted Driving Crackdown Grant Program.

Offered By: C/Robilotti

Seconded By: C/Krawiec

Roll Call: Ayes: C/Cooke, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojny
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-083**

AUTHORIZING THE FILING OF A RECYCLING TONNAGE GRANT

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1987, C.102, has established a recycling fund from which tonnage grants may be made to Municipalities in order to encourage local source separation and recycling programs;

WHEREAS, it is the intent and spirit of the Mandatory Source Separation And Recycling Act to use the tonnage grants to develop new Municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on Municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the Municipality; and

WHEREAS, a resolution authorizing this Municipality to apply for such tonnage grants will memorialize the commitment of this Municipality to recycling and to indicate the assent of Englishtown Borough to the efforts undertaken by the

Municipality and the requirements contained in the Recycling Act and recycling requirements; and

WHEREAS, such a Resolution should designate Daniel Megill the individual authorized to ensure that the application is properly completed and timely filed.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Englishtown that Englishtown hereby endorses the submission of a Municipal recycling tonnage grant application to the New Jersey Department Of Environmental Protection, Office Of Recycling.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017- 084**

**RESOLUTION CERTIFYING A SUBMISSION OF EXPENDITURES FOR
RECYCLING TAXES PAID IN 2016**

WHEREAS, the Recycling Enhancement Act, P.L. 2007, Chapter 311, has established a recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, there is levied upon the owner or operator of every solid waste facility, (with certain exceptions), a recycling tax of \$3.00 per ton on all solid waste accepted for disposal or transfer at the solid waste facility; and

WHEREAS, whenever a municipality operates a municipal service system for solid waste collection, or provides for regular solid waste collection service under a contract awarded pursuant to the Local Public Contracts Law, the amount of grant monies received by the municipality shall not be less than the annual amount of recycling tax paid by the municipality, except that all grant monies received by the municipality shall be expended only for its recycling programs.

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 of Englishtown hereby certifies a submission of expenditure for taxes paid pursuant to P.L.2007, Chapter 311, in 2016 in the amount of \$2,730.27. Documentation supporting this submission is available at the Municipal Building, 15 Main Street, Englishtown, N.J. 07726, and shall be maintained for no less than five (5) years from this date.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-085**

**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 \$798,771.44 are hereby authorized to be paid on April 24, 2017.
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/Mann

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

Tax Collector's Report: March 2017

2017 Taxes	\$46,549.68
2016 Taxes	0.00
2015 Taxes	0.00
Outside Lien Redemption	3,523.97
<u>Interest</u>	<u>479.05</u>
Total Disbursements	\$50,552.70

Public Portion

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

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

John Holden of Carriage Lane inquires about the paving of Carriage Lane. Municipal Clerk Peter Gorbatuk responds within 30 to 60 days work will begin.

Michele Haut of Wood Avenue requests an update on the obstruction of view for 15 Wood Avenue. Mayor Reynolds responds the owner has until May 8th to remedy the problem of the shrubs and unregistered vehicles.

Gail Mcglonklin of Hamilton Street concerning Poison Ivy, brush and garbage on the site of the Industrial Park. Mayor Reynolds will have the owner of the property and DPW look into this.

John Cuccia Western Monmouth Emergency Medical Services Inc. (WMEMS), would like the WMEMS to be added to the Borough of Englishtown's digital sign of their services, and would like to discuss the existing contract with the Borough of Englishtown as the agreement expires April 30, 2017. Mayor and Council agree.

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.

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: Contract, Policies

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/Mann

Seconded By: C/Marter

Passed unanimously

The time being 7:20 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/Krawiec. Passed unanimously.

The time being 7:51 P.M.

At this time Mayor Reynolds adds the following Resolutions:

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-086**

**RESOLUTION OF THE BOROUGH OF ENGLISHTOWN, IN
THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY,
AMENDING CONTRACT FOR THE COLLECTION AND
DISPOSAL OF SOLID WASTE AND THE COLLECTION AND
DISPOSAL OF CO-MINGLED CURBSIDE RECYCLABLES
WITHIN THE BOROUGH OF ENGLISHTOWN**

WHEREAS, on November 21, 2016, by Resolution Number 2016-147, and 2016-148 the Borough of Englishtown, in the County of Monmouth (the "Borough") awarded a contract to M&S; and

WHEREAS, the Borough obtained prices for the addition of two (2) yard dumpsters for the remaining term of the contract to be placed at the Englishtown Fire Department located at 3 South Main Street in the Borough of Englishtown; and

WHEREAS, the cost for Solid Waste being \$92.00 per month and collected one (1) time a week and Recycling to be \$30.00 per month and collected on the 2nd and 4th Wednesday of each month for a total of \$122.00 per month; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that this Resolution be provided by the Municipal Clerk to M & S Waste Services Inc. and the Borough Chief Financial Officer.

Offered By: C/Mann

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-087**

**AUTHORIZING MAYOR AND COUNCIL OF THE BOROUGH OF
ENGLISHTOWN TO EXTEND THE AGREEMENT WITH ENGLISHTOWN-
MANALAPAN FIRST AID SQUAE, INC., AND WESTERN MONMOUTH
EMERGENCY MEDICAL SERVICES INC.**

WHEREAS, the agreement between the parties expires on April 30, 2017; and

WHEREAS, the governing body of the Borough of Englishtown and Western Monmouth Emergency Medical Services Inc. (WMEMS) wish to have a 90 day extension on this agreement to terminate June 30, 2017; and

WHEREAS, within this 90 day extension and before June 30, 2017 a new agreement will be submitted to the Borough of Englishtown and reviewed by the Borough Attorney.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the extension be granted.

Offered By: C/Marter

Seconded By: C/Mann

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

Adjournment

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

The time being 7:52 P.M.

May 24, 2017

Approved by Governing Body

Peter Gorbaturk
Municipal Clerk