

**** WORKSHOP AGENDA ****

August 23, 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:
 - Discussion of E-Mail Services – Vendors
 - Water /Sewer Infrastructure Review
3. Adjournment

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

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

Absent: C/Marter, C/Robilotti

C/Robilotti arrives at 6:35 P.M. and C/Marter at 6:37 P.M.

E-Mail Services – Vendors

Municipal Clerk Peter Gorbatuk reads an e-mail from Ed Horsfall (Municipal I T person for the Borough) recommending Rack-Space rather than Office 365. He has several Municipalities using it without any complaints and good support. C/Marter offered help checking out our options. C/Wojyn adds we need to also consider Tablets e-mail, Council Packets, etc. Since our current agreement expires 8/24/17 the Municipal Clerk to contact Office 365 to be billed monthly.

Water/Sewer Infrastructure Review

C/Robilotti and C/Cooke met with Water/Sewer Supervisor, Department of Public Works, and Celia Hecht Water/Sewer Clerk. Our current system is becoming obsolete and there is a need to upgrade to a more modern way of reading and billing our Water/Sewer residents. There will probably be a cost of approximately \$500,000. We will be planning for this starting with the 2018 Budget. Jim Mastrokalos will be looking at vendors and amounts.

Adjournment

There being no business a motion to adjourn the workshop was offered by C/Mann, Seconded by C/Robilotti. Passed unanimously. The time being 6:52 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. Fire District Presentation
5. Approval of Minutes
 - July 26, 2017 Meeting
 - July 26, 2017 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. 2017-04
Bond Ordinance Providing for the Acquisition of a Dump Truck for the Department of Public Works, by and in the Borough of Englishtown in the County of Monmouth, State of New Jersey; appropriating \$65,000 Therefor and Authorizing the issuance of \$25,000 Bonds or Notes of the Borough to Finance Part of the Cost Thereof
 - B. Resolution No. 2017-114
Resolution Amending the 2017 Capital Budget
 - C. Resolution No. 2017-115
Resolution Authorizing Contracts with Certain Approved Vendors for Contracting Units Pursuant to N.J.S.A. 52:34-6.2(b)(3)
 - D. Resolution No. 2017-116
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale Block 26.01, Lot 11
 - E. Resolution No. 2017-117
Resolution of the Mayor and Council of the Borough of Englishtown Declaring an Accessory Structure Located at 19 Tennent Avenue Unfit for Human Habitation, Occupancy or Use

- F. Resolution No. 2017-118
Authorization of Services to Purchase Ten (10) Water Meters and Fifty (50) Remote Boxes for the Water Department
- G. Resolution No. 2017-119
Payment of Borough Bills
10. Tax Collector's Report – July - 2017
11. Public Portion
Limited to Five (5) Minutes per citizen to be determined at Borough Council's discretion. Any and all situations regarding Borough Personnel, when names are implied or mentioned, are to be brought to the full attention of the Council through an appointment and subsequent disclosure through the Personnel Committee.
12. Executive Session
13. Adjournment

The meeting was called to order by Mayor Reynolds at 6:51 P.M.

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

Also present, CFO Laurie Finger, Municipal Clerk Peter Gorbatuk, 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 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.

Fire District Presentation:

Representing the Borough of Englishtown Fire District #1, Peter Cooke, Lou Sarti and Ryan Reale. The Best Practices Checklist requires an Annual Assessment and Presentation to the Mayor and Council.

- The 2% Annual Cap has not been exceeded
- Response time on calls is one of the best in the area
- Mutual aid is shared with Manalapan
- Presently looking to replace 2 fire vehicles with 1 with an approximate cost of \$875,000
- Overall the District is financially and physically sound

Approval of Minutes –

There being no corrections, deletions or additions, a motion to approve the August 23, 2017 minutes was offered by C/Mann and seconded by C/Robilotti. Passed on the following roll call:

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

C/Cooke not present for the above Roll Call.

Committee Reports:

Administration, Finance & Personnel

Councilwoman Cooke reports:

- Currently am Working of Standard Operating Procedures (S.O.P.) for the departments.
- The Mayor Reynolds and I have met on the Harrison Avenue noise issue and is still in progress.
- Court Administrator Lisa Langlois has received confirmation has Court Project has been accepted and is currently awaiting Certification.
- Door hanger prices for the departments are \$376 for 1,000 or \$1,300 for 5,000 we choose to go for the 5,000 as most of the departments will be using them for Alarm Violations, Water / Sewer for remote readings, etc.
- First Presbyterian Church-Pastor Cynthia Parker will be having a Community Dinner on the last Sunday of the month from 4:00 – 6:00 all are invited. They are also starting a new ministry for children. There will also be a Family Festival on September 30th to be held on the Church Grounds.

Public Utilities

Councilwoman Robilotti reports:

- Councilwoman Robilotti has met with DPW & Water Department there are issues that need to be addressed. Standard Operating Procedures are being addressed.
-

Public Buildings & Grounds

Councilman Wojyn reports:

- Two Shade Tree meetings need to be rescheduled due to conflicts that arose with the last two scheduled meetings.
- The Annual Forestry Conference has been changed from weekend dates to weekday dates and could affect our attendance this year.
- Our 911 Ceremony will be at the Firehouse and begin at 7:30 P.M.

Code Enforcement, Public Health

Councilman Mann reports:

- No Report at this time.

Public Safety

Councilwoman Krawiec reports:

- Reads Police Report @ this time.

- Special Law Enforcement Officer Class II Kevin Romano will be leaving and his last day will be August 28, 2017.

Legislative, Insurance & Licenses -Councilman:

Councilman Dan Marter has no report at this time.

- The New Borough Website is being addressed.

Correspondence

Peter Gorbaturk, Municipal Clerk reports at this time:

- The Monthly Budget Report for July 2017 was sent to Mayor and Council on August 3rd and is on file in the Municipal Clerks office.
- Will need to add at the end of the meeting a Resolution Awarding a contract to A&A Curbing for the ADA Intersection Improvements.
- I have been informed by Tax Collector Janice Garcia there is an upgrade needed for our server to process the Online Tax Payment program. IT Person Ed Horsfall recommends a new server as ours is not capable to handle this. Councilman Mann would like the Clerk to contact Edmunds and get a price on Virtual capabilities.
- Postage Meter will no longer allow us to download postage after December 31, 2017. Two options were discussed and will go with one much like our present machine.
- Please pass your Committee Reports to the Municipal Clerk

Public Portion – Agenda Items Only

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

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

New Business

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2017-04**

FIRST READING & INTRODUCTION

BOND ORDINANCE PROVIDING FOR THE ACQUISITION OF A DUMP TRUCK FOR THE DEPARTMENT OF PUBLIC WORKS, BY AND IN THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$65,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$25,000 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 improvement or purpose described in Section 3 of this bond ordinance is hereby authorized as a general improvement or purpose to be undertaken by the Borough of Englishtown, in the County of Monmouth, State of New Jersey (the "Borough"). For the said improvement or purpose stated in Section 3, there is hereby appropriated the sum of \$65,000, which sum includes \$40,000 as the amount of down payment for said improvement or purpose as required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law"). Said down payment is now available therefor by virtue of an appropriation 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 improvement or purpose described in Section 3 hereof and to meet the part of said \$65,000 appropriation not provided for by application hereunder of said down payment, negotiable bonds of the Borough are hereby authorized to be issued in the principal amount of \$25,000 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvement or purpose, negotiable notes of the Borough in a principal amount not exceeding \$25,000 are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

SECTION 3. (a) The improvement hereby authorized and purpose for the financing of which said bonds or notes are to be issued is the acquisition of a dump truck and any associated equipment for said dump truck for the Department of Public Works and all equipment, materials and accessories necessary therefor or incidental thereto.

(b) The estimated maximum amount of bonds or notes to be issued for said improvement or purpose is \$25,000.

(c) The estimated cost of the improvement or purpose is equal to \$65,000

SECTION 4. 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 improvement and purpose 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. 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 of the Borough is 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 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 improvement or purpose described in Section 3 of this bond ordinance is not a current expense and is an improvement which the Borough may lawfully undertake as a general improvement, 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 improvement or purpose 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 10 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 \$25,000 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 \$6,500 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 purpose or improvement 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/Wojyn

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

This ordinance shall take effect upon final passage and after publication as required by law. Public Hearing & Adoption will take place at the September 27, 2017 meeting.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-114**

RESOLUTION AMENDING THE 2017 CAPITAL BUDGET

WHEREAS, the Borough Council of the Borough of Englishtown desires to amend the 2017 Capital Budget of said municipality by inserting or correcting therein as shown in such budget for following reason:

DPW Dump Truck

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

SECTION 1. The 2017 Capital Budget of the Borough of Englishtown is hereby amended by changing and adding thereto a schedule to read as follows:

Amendment No. 2
2017 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
(02)	DPW Dump Truck	\$ 65,000.00	\$ 40,000.00	\$ 0.00	\$25,000.00

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/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. 2017-115**

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN
APPROVED VENDORS FOR CONTRACTING UNITS
PURSUANT TO N.J.S.A. 52:34-6.2(b)(3)**

WHEREAS, the Borough of Englishtown, pursuant to N.J.S.A. 52:34-6.2(b)(3) may by resolution and without advertising for bids, purchase any goods or services under a National Cooperative Purchasing Program for any State contracts entered into on behalf of the National Joint Powers Alliance (NJPA); and

WHEREAS, the Borough of Englishtown has entered in a membership agreement as member #42537 with the National Joint Powers Alliance (NJPA); and

WHEREAS, the Borough of Englishtown has the need on a timely basis to purchase goods or services utilizing NJPA contracts; and

WHEREAS, the Borough of Englishtown intends to enter into a contract with Foley Power Systems of Piscataway, NJ, an approved vendor of the NJPA program, through this resolution and properly execute a contract, which shall be subject to all the conditions applicable to the current State contracts;

NOW, THEREFORE, BE IT RESOLVED that the Borough of Englishtown authorizes the purchase an Emergency Generator System in the amount of \$137,255.00 for the Water Plant/Public Works Garage from those approved NJPA Contract Vendors list, pursuant to all conditions of the individual State contracts; and

BE IT FURTHER RESOLVED that the governing body of the Borough of Englishtown pursuant to N.J.A.C. 5:30-5.5(b), that the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order.

BE IT FURTHER RESOLVED that the Chief Financial Officers has certified the availability of funds and charged account number C-04-55-187-100 "Purchase of Generator Water Plant/DPW" in the amount of \$137,255.00; and

BE IT FURTHER RESOLVED that the duration of the contracts between the Borough of Englishtown and Referenced NJPA Contract Vendor shall be from July 26, 2017 to September 17, 2018.

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. 2017-116**

**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 Public Tax Investments PO Box 1030 Brick, N.J. 08723:

Tax Sale Certificate No. 15-00008
Block 26.01, Lot 11
20 Heritage Drive
in the amount of \$20,656.38

WHEREAS, Public Tax Investments also paid \$24,000.00 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 \$44,656.38.

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 \$44,656.38 to Public Tax Investments PO Box 1030 Brick, N.J. 08723.

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

Offered By: C/Robilotti

Seconded By: C/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. 2017-117**

**RESOLUTION OF THE MAYOR AND COUNCIL OF THE
BOROUGH OF ENGLISHTOWN DECLARING AN ACCESSORY STRUCTURE
LOCATED AT 19 TENNENT AVENUE UNFIT FOR HUMAN HABITATION,
OCCUPANCY OR USE**

WHEREAS: N.J.S.A. 40:48-2.3 declares that the existence or occupation of any building or buildings which are so old, dilapidated or have become so out of repair as to be dangerous, unsafe, unsanitary or otherwise unfit for human habitation, or occupancy, or use, are inimical to the welfare and dangerous and injurious to the health and safety of the community at large, and that a public necessity exists for the repair, closing or demolition of such buildings; and

WHEREAS: Whenever a municipality finds that there exists any buildings which are unfit for human habitation or occupancy, or use due to dilapidation, defects increasing the hazards of fire, accidents or other calamities, the municipality is vested with the authority, through its police power, to repair, close or demolish or cause, or require the repairing, closing or demolition of such building; and

WHEREAS: The property in question contains a two story wood frame residential home and an old wood frame garage/barn both of which is derelict and in advanced state of decay and ruin; and

WHEREAS: The Code Enforcement office became aware of this property in 2014 when a complaint was lodged with the Borough about high grass, junk and garbage on the property and the accessory structure being in extreme disrepair; and

WHEREAS: Inspections of the property performed by the Borough's Code Enforcement Department and Construction official found many violations of Borough ordinances and led to the issuance of summons for unsafe and unsound structure, and high grass and vegetation on the property that represented a public health concern; and

WHEREAS: The property owner was repeatedly warned that continued failure to abate the code violations and effectuate repairs to the structures would result in further action by the Borough;

WHEREAS: On November 14, 2014 the owner of the subject property was issued a Notice of Unsafe Structure and a Notice of Imminent Hazard by the Construction Official and;

WHEREAS: Despite repeated assurances of his intention to abate the hazards and make repairs to the structure or demolish it, Mr. Thompson failed and neglected to comply with Borough requirements; and

WHEREAS: Mr. Thompson was issued summonses by the Borough Code Enforcement officer but failed and neglected to effectuate repairs and abate the public nuisance that he had allowed his property to become; and

WHEREAS: After several court appearances in the Englishtown Borough Municipal Court and entry of a guilty plea to Borough Ordinance violations, Mr. Thompson was sentenced to a period of incarceration in the Monmouth County Correctional Facility; and

WHEREAS: Despite all the warnings, opportunities to abate, fines, penalties and incarceration that he suffered, Mr. Thompson has continued to maintain a hazardous structure on his property and allowed an imminent public safety hazard to remain unabated; and

WHEREAS: The detached garage located at 19 Tennent Avenue has heretofore been declared unsafe and unfit for human habitation by the Borough's Department of Code Enforcement, and the Borough's Fire Marshal has found said buildings to be unsafe and an imminent fire hazard.

NOW, THEREFORE, IT IS HEREBY RESOLVED by the Mayor and Council of the Borough of Englishtown that for the above stated reasons, the buildings located at 19 Tennent Avenue is declared an unfit and unsafe building in accordance with the provisions of N.J.S.A. 40:48-2.3.

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. 2017-118**

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:

Ten (10) Water Meters and Fifty (50) Remote Boxes
Water Operating Budget..... \$3,750.00

Services From:

Allied Meter Service, Inc.
340 E. Broad Street
Burlington, NJ 08016

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/Marter, C/Robilotti, C/Wojyn
Nays: None
Abstain: None
Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-119**

**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 \$839,963.25 are hereby authorized to be paid on August 23, 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/Cooke

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

At this time Mayor Reynolds reads aloud the July 2017 Tax Collector's Report.

Tax Collector's Report

July 2017

2018 Taxes Year	343.73
2017 Taxes Year	\$113,325.31
Interest	308.74
Duplicate Bill Fee	10.00
Total Disbursements	\$113,988.78

Public Portion

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

Harold Burrows 38 Tennent Avenue wants to know what is the Dog Trust Fund. Licensing fees for Dogs and Cats also the cost costs for Annual Rabbi Clinic are paid for out of the fund.

Are you allowed to own farm animals in the Borough? Yes they are allowed but the grounds and the animals must be maintained.

What property is Resolution 2017-117 referring to? The Barn at 19 Tennent Avenue.

What is happening to the handicapped curb / sidewalks that are unfinished on Tennent Avenue? It has been addressed and will be completed very shortly.

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: Litigation, Personnel. Any matter which, by express provision of Federal Law or State statute or rule of court, shall be rendered confidential;

1. Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
2. 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;
3. Any collective bargaining agreement or terms and conditions related thereto;
4. Any matter involving the purchase, lease or acquisition of real property with public funds;
5. Any tactics and techniques utilized in protecting the public safety and property;
6. 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;
7. 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;
8. 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/Robilotti

Seconded By: C/Krawiec

Passed unanimously

The time being 7:53 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/Marter. Passed unanimously.

The time being 8:17 P.M.

At this time Mayor Reynolds adds the following Resolutions:

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-120**

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:

Remove and Replace Curb Stop 13 Tennent Ave
Water Operating Budget..... \$3,625.00

Services From:

Brenner Drainage & Excavating, Inc.
205 Dey Grove Road
Monroe Township, NJ 08831

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

Offered By: C/Robilotti

Seconded By: C/Cooke

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2017-121**

**RESOLUTION AWARDING A CONTRACT FOR VARIOUS ADA INTERSECTION
IMPROVEMENTS THROUGH COMMUNITY DEVELOPMENT BLOCK GRANT**

WHEREAS, Englishtown Borough has received a Community Development Block Grant in the amount of \$114,862.00 for the project known as ADA Intersection Improvements; and

WHEREAS, the Borough advertised for bids, and received proposals on August 22, 2017 at 11:00 AM, in the Borough's offices, for the Project; and

WHEREAS, A & A Curbing 15 Terry Avenue, South River New Jersey is determined to be the lowest responsible bidder after careful review of all of the bids submitted, with a low bid of \$81,122.85; and

NOW THEREFORE BE IT RESOLVED, that the Borough Council awards a contract to, A & A Curbing of 15 Terry Avenue South River, New Jersey, in the amount of \$81,122.85, the total bid, for the reconstruction of Various ADA Intersection Improvements.

BE IT FURTHER RESOLVED, that the award of the contract is conditioned upon the Borough Attorney's review and approval of the bid documents and contract, and

BE IT FURTHER RESOLVED that the Borough's Chief Financial Officer has certified the availability of funds and charged account number C-04-55-175-100 "ADA Intersections (CDBG) CY 2014" for this project.

BE IT FURTHER RESOLVED, that the Clerk's Office is authorized to forward a copy of this Resolution to the Borough Attorney, the Borough Engineer, A & A Curbing of 15 Terry Avenue South River, New Jersey and the Borough's Chief Financial Officer.

Offered By: C/Wojyn

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

The time being 8:17 P.M.

Adjournment

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

The time being 8:18P.M.

September 27, 2017

Peter Gorbatuk

Approved by Governing Body

Municipal Clerk