

**\*\* WORKSHOP AGENDA \*\***

**June 12, 2019**

**6:30 P.M.**

**Work Session of the Mayor and Council of the Borough of Englishtown, 15 Main Street, Englishtown, New Jersey 07726.**

1. Meeting Called to Order and Roll Call
2. Discussion Items
3. Adjournment

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

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

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

There being no Discussion Items on the Workshop Agenda a motion to close the Workshop made by C/Krawiec and seconded by C/Robilotti.

**\*\* 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: May 22, 2019  
Executive Session: May 22, 2019
5. Committee Reports
6. Correspondence
7. 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.

8. New Business:
  - A. Ordinance No. 2019-02 – First Reading & Introduction  
Bond Ordinance Providing for General Capital Improvements for the Police Department and Administration, by and in the Borough of Englishtown
  - B. Ordinance No. 2019-03 – First Reading & Introduction  
Ordinance Amending and Supplementing Chapter 2.126 (Water Hookups) of the “Code of the Borough of Englishtown, New Jersey”
  - C. Ordinance No. 2019-04 – First Reading & Introduction  
Ordinance Amending and Supplementing Chapter 2.106 (Sewer Hookups) of the “Code of the Borough of Englishtown, New Jersey”
  - D. Resolution No. 2019-090  
Authorization of Services Water Plant HVAC Service Agreement
  - E. Resolution No. 2019-091  
Authorization of Services Municipal Building HVAC Service Agreement
  - F. Resolution No. 2019-092  
Resolution Refunding Duplicate Payment B-12, L-5
  - G. Resolution No. 2019-093  
Resolution Authorizing Renewal of Borough of Englishtown’s Alcoholic Beverage Licenses for 2019-2020
  - H. Resolution No. 2019-094  
Authorizing Payment of Borough Bills
12. Public Portion – Non Agenda Items  
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.
13. Executive Session
14. Adjournment

The meeting was called to order by Mayor Reynolds at 6:34 P.M.

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

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.

### Approval of Minutes

May 22, 2019

May 22, 2019 Executive Session

There being no corrections, deletions or additions, a motion to approve the May 22, 2019 meeting minutes and executive session minutes. Offered by C/Krawiec and seconded by C/Robilotti. Passed on the following roll call:

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

### Committee Reports:

#### Code Enforcement, Public Health, Public Events

Councilwoman Cooke was absent, no report at this time.

#### Public Safety

Councilman Wojyn Reported

- Read Police report for May.
- Memorial Day Parade was successful.

#### Public Utilities

Councilwoman Krawiec reported:

- Telephone Service has been upgraded in the Water Plant, no longer copper, replaced with fiber.

#### Legislative, Insurance & Licenses:

Councilman Marter was absent, no report at this time.

Public Buildings & Grounds:

Councilman Wojyn reported:

- Read Police report at this time.

Administration, Finance & Personnel:

Councilwoman Cindy Robilotti reported:

- Two DPW employees have been hired with a start date of June 17, 2019 pending clear background check and finger printing.
- Will have more information regarding Rabies Clinic in early fall for the next meeting. Monmouth County Board of Health will work with any town requesting Rabies Clinics. Municipalities are not obligated to have them, and many other Municipalities are having them now.

Technology

- Councilman Marter was absent there was no report at this time.

Municipal Clerk reported: no report at this time.

Public Portion – Non Agenda Items

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

Chief Peter Cooke said we should think about posting the position of Code Official for the Borough of Englishtown with the New Jersey League of Municipalities. C/Robilotti also agrees. Municipal Clerk Peter Gorbatuk will proceed with the advertisement for the position.

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

New Business: The following Ordinances 2019-02, 2019-03, 2019-04 were pulled.

BOROUGH OF ENGLISHTOWN  
ORDINANCE NO. 2019-02

FIRST READING & INTRODUCTION

BOND ORDINANCE PROVIDING FOR GENERAL CAPITAL IMPROVEMENTS FOR THE POLICE DEPARTMENT AND ADMINISTRATION, BY AND IN THE BOROUGH OF ENGLISHTOWN, IN THE COUNTY OF MONMOUTH, STATE OF NEW JERSEY; APPROPRIATING \$110,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$104,500 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 the members thereof affirmatively concurring), AS FOLLOWS:

SECTION 1. The improvements or purposes described in Section 3 of this bond ordinance are hereby authorized as general improvements or purposes to be undertaken by the Borough of Englishtown, in the County of Monmouth, State of New Jersey (the "Borough"). For said improvements or purposes stated in Section 3, there is hereby appropriated the sum of \$110,000, said sum being inclusive of the sum of \$5,500 as the amount of down payment for said improvements or purposes required by the Local Bond Law, N.J.S.A. 40A:2-1 et seq. (the "Local Bond Law"). The down payment is now available by virtue of a provision or provisions in a previously adopted budget or budgets of the Borough for down payment or for capital improvement purposes.

SECTION 2. For the financing of said improvements or purposes described in Section 3 hereof and to meet the part of said \$110,000 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 \$104,500 pursuant to the Local Bond Law. In anticipation of the issuance of said bonds and to temporarily finance said improvements or purposes, negotiable notes of the Borough in a principal amount not exceeding \$104,500 are hereby authorized to be issued pursuant to and within the limitations prescribed by said 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 for general capital improvements for the Police Department and Administration including, but not limited to, the acquisition and installation, as applicable, of computer hardware and software, Police fingerprinting equipment and system, and Alcotest equipment; and all work, materials, equipment, labor and appurtenances as necessary therefor or incidental thereto.

(b) The aggregate estimated maximum amount of bonds or notes to be issued for said improvements or purposes is \$104,500.

(c) The estimated cost of said purpose is \$110,000, the excess amount thereof over the said estimated maximum amount of bonds or notes to be issued therefor being the amount of \$104,500, is the down payment for said improvement or purpose in the amount of \$5,500.

SECTION 4. In the event the United States of America, the State of New Jersey, the County of Monmouth and/or a private entity 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, the County of Monmouth and/or a private entity. In the event, however, that any amount so contributed or granted by the United States of America, the State of New Jersey, the County of Monmouth and/or a private entity 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.

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 (the "Chief Financial Officer"), provided that no note shall mature later than one (1) year from its date. 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 N.J.S.A. 40A:2-8(a). 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 and 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, is on file in the Office of the Borough Clerk and is 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 or purpose which the Borough may lawfully undertake as a general improvement or purpose, 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 said Local Bond Law, according to the reasonable life thereof computed from the date of the said bonds authorized by this bond ordinance, is 7 years.

(c) The supplemental debt statement required by the Local Bond Law has been duly made and filed in the Office of the Borough Clerk 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 \$104,500 and the said obligations authorized by this bond ordinance will be within all debt limitations prescribed by said Local Bond Law.

(d) An aggregate amount not exceeding \$10,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the improvement or purpose herein before 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 obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable property within the Borough for the payment of the obligations 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 purpose described in Section 3 of this bond ordinance. This Section 9 is a declaration of intent within the meaning and for purpose 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 bonds and notes issued under this bond 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.

BOROUGH OF ENGLISHTOWN  
ORDINANCE NO. 2019-03

FIRST READING & INTRODUCTION

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:

\$3,050.00 (three thousand and fifty 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.

BOROUGH OF ENGLISHTOWN  
ORDINANCE NO. 2019-04

FIRST READING & INTRODUCTION

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 25th, 2018, be charged a connection fee of \$947.00 (nine hundred and forty seven 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.



BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-090

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 situations; 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 Plant HVAC Service Agreement..... \$265.00

Services From:

Hutchinson Mechanical Services  
621 Chapel Avenue  
Chery Hill, N.J. 08034

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 is approved for the purchase or order.

Offered By: C/Krawiec

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: C/Cooke, CMarter, C/Mann

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-091

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 situations; 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:

Borough Hall HVAC Service Agreement..... \$1,700.00

Services From:

Hutchinson Mechanical Services  
621 Chapel Avenue  
Chery Hill, N.J. 08034

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 is approved for the purchase or order.

Offered By: C/Krawiec

Seconded By: C/Wojyn

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

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-092

RESOLUTION AUTHORIZING REFUND OF PROPERTY TAXES DUE TO  
DUPLICATE PAYMENT

WHEREAS, the Borough of Englishtown Tax Collector has reported an over-payment in 2019 taxes that needs to be refunded due to a duplicate payment; and

WHEREAS, per the tax collector, the following overpayment should be refunded:

44 Main Realty, LLC  
33 Ferry Street  
South River, N.J. 08882  
Block: 12 Lot: 5  
Refund: \$3,504.12

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that in accordance with the request of the Tax Collector, a total refund for overpayment on the above listed property is hereby authorized in the amount of \$3,504.12 to 44 Main Realty, LLC

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

Offered by: C/Krawiec

Seconded by: C/Robilotti

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

Nays: None

Abstain: None

Absent: C/Cooke, C/Marter, C/Mann

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-093

AUTHORIZING RENEWAL OF THE BOROUGH OF ENGLISHTOWN'S ALCOHOLIC  
BEVERAGE LICENSES FOR 2019-2020

BE IT RESOLVED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that;

1. The applications having been found in order, all required certifications having been given and all required fees having been paid, it hereby authorizes the Municipal Clerk to issue the following alcoholic beverage licenses for the term of July 1, 2019 through June 30, 2020.

Licensee	License Number
John F. Carroll Columbian Club	1312-31-005-001
Vrajadish, Inc. Englishtown Liquors & Convenience	1312-44-004-007
Village Center Holdings	1312-33-003-012
CER, Inc.	1312-33-002-006

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-094

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 \$424,087.35
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/Krawiec

Seconded by: C/Robilotti

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

There was no Tax Collector's Report at this time

Public Portion Non Agenda Items Only

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

Harold Burrows 38 Tennent Avenue wanted to let Mayor and Council that some people in the audience could not hear the Biographies of the new officers at the May meeting, to please speak louder.

Harrison Avenue property owner by the Industrial Park needs to be contacted regarding overgrown brush and grass.

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:

Motion to go into Executive Session C/Robilotti, Seconded by C/Wojyn the time being 6:55, Passed unanimously.

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.

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 or 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 22nd. Day of May, 2019 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.

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 7:01 P.M.

At this time the following Resolutions were added:

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-095

CONDITIONAL OFFER OF EMPLOYMENT FOR PUBLIC WORKS  
PART TIME LABORER VINCENT SANTORELLI

WHEREAS, it is the recommendation of Council Chairperson Gregory Wojyn and Public Works Foreman Robert Smith to make a conditional offer of employment to Vincent Santorelli of Manalapan, 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 Eric Mann and Public Works Foreman Robert Smith to be June 17, 2019 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 Eric Mann and Public Works Foreman Robert Smith are authorized to offer a conditional offer of employment to Vincent Santorelli 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/Krawiec, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: C/Cooke, C/Marter, C/Mann

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-096

CONDITIONAL OFFER OF EMPLOYMENT FOR PUBLIC WORKS  
PART TIME LABORER EDWARD C. WALKER

WHEREAS, it is the recommendation of Council Chairperson Eric Mann and Public Works Foreman Robert Smith to make a conditional offer of employment to Edward C. Walker of Manalapan, 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 Eric Mann and Public Works Foreman Robert Smith to be June 17, 2019 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 Eric Mann and Public Works Foreman Robert Smith are authorized to offer a conditional offer of employment to Edward C. Walker 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/Krawiec, C/Robilotti, C/Wojyn  
Nays: None  
Abstain: None  
Absent: C/Cooke, C/Marter, C/Mann

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-097

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:

19 Tennent Avenue Soil Remediation..... \$4,866.00

Services From:

RK Occupational & Environmental Analysis, Inc.  
401 James Avenue  
Phillipsburg, N.J. 08865

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 is approved for the purchase or order.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-098**

**AUTHORIZING MUNICIPAL CLERK TO ADVERTISE AND RECEIVE PROPOSALS  
FOR REAL PROPERTY DATA COLLECTION AND VERIFICATION SERVICES IN  
ACCORDANCE WITH THE ASSESSMENT DEMONSTRATION PROGRAM**

WHEREAS, the Borough of Englishtown is participating in the Assessment Demonstration Program, P.L. 2013, c.15, signed into law by Governor Christie in March 2013 to begin in tax year 2014; and

WHEREAS, the Mayor and Council received request for proposal documents for said service from the Borough Tax Assessor, which have also been reviewed and approved by the Borough Attorney; and

WHEREAS, under this program, the annual performance of real property data collection and verification services will cover 20% of all properties annually with all parcels located within the Borough of Englishtown, to be completed over a five year period between January 1, 2019 and December 31, 2023.



NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, that the Municipal Clerk is hereby authorized to advertise and receive request for proposals on July 17 in accordance with the Assessment Demonstration Program (P.L. 2013, c.15).

Offered by: C/Robilotti

Seconded by: C/Krawiec

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

Nays: None

Abstain: None

Absent: C/Cooke, C/Marter, C/Mann

BOROUGH OF ENGLISHTOWN  
RESOLUTION NO. 2019-099

#### 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:

Light repairs of the sign, wall packs, add'l lighting at rear of the building \$3,648.00

Services From:

Neil Bolton, Electrician  
49 West George Street  
Freehold, N.J. 07728

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

BOROUGH OF ENGLISHTOWN  
 RESOLUTION NO. 2019-100

DESIGNATION OF SALARIES 2019

WHEREAS, the Mayor and Council of the Borough of Englishtown adopted an Ordinance entitled "An Ordinance establishing limits for salaries of the Employees

in the Borough of Englishtown, County of Monmouth, State of New Jersey"; and

WHEREAS, said salaries provided certain ranges for the positions set forth; and

NOW, THEREFORE, BE IT RESOLVED that it is the determination of the Mayor and Council of the Borough of Englishtown that annual salaries for said positions shall be fixed as follows for the year 2019 unless otherwise indicated.

Position		2019 Annual Salary
Governing Body		
	Mayor	\$ 4,000.00
	Council	\$ 3,500.00
Municipal Clerk	Peter Gorbatuk	\$56,753.70
Deputy Municipal Clerk p/t	Laurie Finger	\$ 5,000.00
Chief Financial Officer	Laurie Finger	\$27,625.20
Finance Clerk	Jeanne Keevins	\$42,689.17
Municipal Housing Liaison	Celia Hecht	\$ 609.50
Court		
Magistrate	Judge Newman	\$20,174.44
Court Administrator	Lisa Langlois	\$51,714.00
Deputy Court Admin	Mary Kennedy	\$ 20.00 per hour
Deputy Court Admin	Kristy Gilseman	\$ 20.00 per hour
Violations Clerk	Deanna Owens	\$25,480.00

Prosecutor	Richard Kelly	\$ 350.00 per session
Public Defender	Michael Dupont	\$ 250.00 per session
Dept. Public Works Supervisor	Daniel Megill	\$ 9,180.00
Dept. Public Works Forman DPW Level -1	Robert Smith	\$33,109.69
Dept. Public Works p/t	William Murphy	\$ 12.74 per hour
Dept. Public Works p/t	Vacant	\$ per hour
Water Department Supervisor	Jim Mastrokalos	\$16,663.05
Water Department Clerk	Celia Hecht	\$15,462.81
Sewer Department Supervisor	Jim Mastrokalos	\$16,663.05
Sewer Department Clerk	Celia Hecht	\$15,462.81
Code Enforcement Officer	Vacant	\$
Fire Marshall	Ed Miller	\$22,000.00
Housing Inspector	John Marini	\$ 7,721.83
Fire Inspector	John Marini	\$ 4,000.00
Zoning Officer	John Marini	\$ 6,067.15
Tax Department Tax Collector	Janice Garcia	\$10,885.63
Deputy Tax Collector	Celia Hecht	\$ 3,417.51
Tax Assessor	Mark Fitzpatrick	\$12,144.90
Planning/Zoning Bd. Secretary	Celia Hecht	\$ 3,250.85

Shade Tree Commission Secretary	Vacant	\$	
Police Chief	Peter S. Cooke Jr.	\$118,750.00	
Officer-Class II	Timothy Leitstein	\$	14.00 per hour
Special Law Enforcement Officer-Class II	Dylan McLearn	\$	14.00 per hour
Special Law Enforcement Officer-Class II	Mark Reefer	\$	14.00 per hour
Special Law Enforcement Officer-Class II	Michael Puchacz	\$	14.00 per hour

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: C/Cooke, C/Marter, C/Mann

#### Adjournment

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

The time being 7:14 P.M.

Peter Gorbatuk

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Approved by Governing Body

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Municipal Clerk