

**** WORKSHOP AGENDA ****

March 24, 2021

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: Women’s History Month Candidate – C/Gregory Wojyn
Budget Workshop – CFO – Sylvia Eryan-Hawileh
3. Adjournment

The workshop meeting was called to order by Mayor Reynolds at 6:43 P.M.

Roll Call: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn

Discussion Items:

Women’s History Month – C/Wojyn has recommended Rita McNulty, a longtime Englishtown resident as the recipient for this year. Mayor and Council agree. Presentation will be at the April 28th scheduled meeting.

Budget Workshop – CFO Sylvia Eryan-Hawileh presented to 2021 Municipal Budget.

The 2021 Municipal Budget Complies with the LEVY CAP & APPROPRIATION CAP.

Notes:	<u>2021 penny</u> = \$27,687.93	<u>2020 penny</u> = \$26,380.96
	Available Surplus \$793,996.58	Available Surplus \$828,456.77
	Utilized \$300,000	Utilized \$400,000
	<u>2021 surplus balance</u> = \$493,996.58	<u>2020 surplus balance</u> = \$428,456.77

The Value of the Penny increased by \$1,306.97

**The 2021 Municipal Budget is \$77,825.00 LOWER than the 2020 Municipal Budget
This budget is prepared with a recommendation to not increase the tax rate.**

Analysis of Tax Levy CAP:

Tax Levy Cap Bank is balanced.

2021 Budget Tax Levy CAP is \$1,744,212

Total Allowable for 2021 Tax Levy CAP = \$1,729,781

Levy Cap Bank used from 2018 was \$14,431

Amount left in 2021 Levy CAP Bank is \$0.00 .

Amount in 2020 Levy CAP Bank available to use in 2021-2023 is \$138,198

Amount in 2019 Levy CAP Bank available to use in 2021-2022 is \$19,321

Amount in 2018 Levy CAP Bank available to use in 2021 is \$50,182

CFO Eryan-Hawileh answered questions from Mayor and Council. The CFO reminded Council that beginning next year in the 2022 budget the revenue loss deferral from Covid-19 needs to be budgeted for five consecutive years. Mayor Reynolds stated that the 2021 Budget will be introduced at the April Council Meeting with a public hearing and adoption at the May Council Meeting.

There being no further business a motion to adjourn the workshop was offered by C/Robilotti, Seconded by C/Krawiec. The time being 7:05 PM.

****AGENDA****

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
January 27, 2021 Meeting
January 27, 2021 Executive Session
5. Proclamation Supporting the 2021 UDrive, UText, UPay Distracting Driving Crackdown April 1 – 30, 2021
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. 2021-01 - First Reading & Introduction
Amending & Supplementing Chapter 1.30.09 "Personnel Policies" of the Code of the Borough of Englishtown Deleting Section 1.30.09D Extended Personal Leave
 - B. Ordinance No. 2021-02 - First Reading & Introduction
An Ordinance of the Mayor and Council of the Borough of Englishtown Amending and Supplementing Various Sections of the Code of the Borough of Englishtown
 - C. Resolution No. 2021-056
Appointment of Animal Control Officer

- D. Resolution No. 2021-057
Authorizing the County of Monmouth Mosquito Control Division to Conduct Aerial Mosquito Control Operations Within the Borough of Englishtown
- E. Resolution No. 2021-058
Authorizing Signing of Professional Contracts
- F. Resolution No. 2021-059
Authorizing Refund of Tax Sale Certificate & Refund of Premium Paid at Tax Sale Block 18, Lot 11
- G. Resolution No. 2021-060
Authorizing Borough Employees to Carry Over Remaining Vacation Time to the Year 2021
- H. Resolution No. 2021-061
Authorizing Borough Employees to Bank Remaining 2020 Sick Leave Time
- I. Resolution No. 2021-062
Emergency Temporary Appropriations
- J. Resolution No. 2021-063
Payment of Borough Bills –February 2021
- K. Resolution No. 2021-064
Amending Resolution Authorizing Person to Person and Place to Place Transfer of Plenary Retail License
- L. Resolution No. 2021-065
Authorization of Purchases Over \$2625.00
Payment to County of Monmouth –Police Vehicle Repair
- M. Resolution No. 2021-066
Payment of Borough Bills –March 2021
- N. Resolution No. 2021-067
Emergency Water Break – Wood Avenue & Hospitality Way
- O. Resolution No. 2021-068
Shared Services Agreement with Manalapan Township for Deputy Municipal Court Administrator
- P. Resolution No. 2021-069
Shared Services Agreement with Manalapan Township for Certified Public Works Manager

- Q. Resolution No. 2021-070
Accepting Resignation of P/T DPW Employee Vincent Santorelli
- R. Resolution No. 2021-071
Award of Contract for the 2020 Road Program
- S. Resolution No. 2021-072
Accepting Resignation of Police Officer Dylan R. Croker
- T. Resolution No. 2021-073
Appointment of Full Time Police Officer Dylan J. McLearn
- U. Resolution No. 2021-074
Conditional Offer of Employment for Special Law Enforcement
Class II Officer Alexander M. Pires
- V. Resolution No. 2021-075
Authorizing Police Chief to Interview and Appoint Class II Special
Law Enforcement Officer
10. Tax Collector's Reports:
- 2020 Annual Report
 - January 2021
 - February 2021
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 7:06 P.M.

Roll Call: C/Francisco, C/Krawiec, C/Mann, C/Marter, C/Robilotti, C/Wojyn

Also present was Deputy Municipal Clerk Laurie Finger, CFO Sylvia Eryan-Hawileh, Mayor Tom Reynolds, and Attorney Joseph Youssouf. Excused was Municipal Clerk Peter Gorbatuk. There were also (3) remote participants.

Attorney Youssouf 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. This 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: January 27, 2021 Meeting
January 27, 2021 Executive Session

There being no corrections, deletions or additions, a motion to approve the January 27, 2021 meeting minutes and January 27, 2021 Executive Minutes by C/Wojyn and Seconded by C/ Robilotti.

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

Mayor Reynolds read the following Proclamation:

Proclamation Supporting the 2021 UDrive. UText. UPay. Distracted Driving Crackdown April 1 – 30, 2021

WHEREAS, distracted driving is a serious, life-threatening practice that is preventable; and

WHEREAS, distracted driving can result in injuries and deaths to all road users (motorists, pedestrians and bicyclists); and

WHEREAS, distracted driving occurs when drivers divert their attention away from the task of driving to focus on another activity instead; and

WHEREAS, in 2020 alone distracted driving-related crashes resulted in 3,477 deaths and 391,000 injuries on our nation's roads; and

WHEREAS, Driver inattention was in fact listed as a contributing factor in crashes at a rate nine times higher than that of the next highest contributing factor (speed); and

WHEREAS, the State of New Jersey will participate in the nationwide *Distracted Driving 2021 Crackdown* from April 1 – 30, 2021 in an effort to raise awareness and decrease driver distraction through a combination of enforcement and education; and

WHEREAS, the national slogan for the campaign is *UDrive. UText. UPay;*

WHEREAS, a reduction in distracted driving in New Jersey will save lives on our roadways;

NOW, THEREFORE, be it resolved that Mayor Thomas Reynolds, along with the Council Members declares its support for the *Distracted Driving 2021Crackdown* both locally and nationally from April 1 – 30, 2021 and pledges to increase awareness of the dangers of distracted driving.

Committee Reports:

Public Buildings & Grounds

Councilman Mann reported:

- There were several snow events this winter where the crew worked significant overtime hours. The Borough also ran low on salt and they were fortunate to utilize the County Co-op Program at a lower cost per ton than our current vendor.

Technology

Councilman Marter reported:

- The Borough website usage has increased by 15%. There are approximately 2,000 users. The email mailing list is up by 252 users.
- C/Wojyn commented that he will be able to upload a link to the website that will provide access to the Department of Community Affairs forms and State permits.

Code Enforcement, Public Health, Public Events

Councilman Francisco reported:

- Code Enforcement – Richard Thompson made us aware of some 17 notices made for not shoveling during the snowstorms and 4 basketball hoops hanging over public streets. There was a complaint re: sump pump. He issued the 1st garage sale warning. He reminded Mayor and Council for the need of a permit form to be established for the garage/yard sales and residents need to be notified about the permit process. A copy of the permit must be given to Code and Police Dept.
- There was also discussion about the down trees at the cemetery and the need for a historical title search and deed.

Legislative, Insurance & Licenses

Councilman Marter reported: No report at this time.

Public Safety

Councilman Wojyn reported:

- The monthly Police report for January and February were unavailable.

Public Utilities

Councilwoman Krawiec reported:

- Heat Exchanger Repair: the exchanger was covered under warranty. Only cost was labor.
- The motor for the condenser exhaust needs to be replaced. A proposal is being obtained.
- Estimate received for a water heater replacement of approx. \$1300. This will be addressed later in the year if money is available in the Water Budget.
- There was a water main break on Feb. 11th on Wood Avenue & Hospitality Way costing over \$30,000 to repair and replace piping. This cost is being charged to water capital outlay.
- The department is continuing to do maintenance without own resources rather than using money.
- Looking into the American Recovery Act as a way to recover aged receivables.

Administration, Finance & Personnel

Councilwoman Robilotti reported:

- Our clerk Peter Gorbatuk is still out due to health reasons. We all wish him a quick recovery.
- The Borough received a resignation letter from P/T DPW worker Vincent Santorelli. His last day is April 9th.
- Was unable to attend the Planning Board Meeting this month. Mayor Reynolds updated the Council by stating that the Industrial Park came before the board with plans to build 3 additional buildings in Manalapan.

Correspondence

- Received the executed \$120,000 Grant Approval from NJDOT for Improvements to West Dey Street. Construction contract must be awarded by November 16, 2022.
- Received denial letter from NJDOT for Safe Street to Transit Grant Program for 2021 Program
- Received Meeting Notice from Manalapan-Englishtown School next Board Meeting will take place on April 6th at 7:30pm at MEMS.
- Received notification Monmouth County SCAT will provide free transportation for our senior/disable residents to obtain the Covid-19 vaccine. Need to contact the County to schedule the trip.
- Certified resolution from the County urging immediate repeal of Senate Bill 3454 Legalize Marijuana
- Two Ordinances from Manalapan.
 - a. Affordable Housing amendment to include exempting a development fee for residential structures demolished and replaced as a result of fire, flood or other natural disaster. Public Hearing taking place on March 24th.
 - b. Affordable Housing amendment to include a new affordable housing zone district entitled Affordable Housing Multi Family Zone Public Hearing will take place April 14th.
- Fire District No. 1 Annual Report for 2019 on file in the Clerk's Office
- Mayor & Council Received from the CFO on February 4th the January 2021 Budget Report and on March 6th the February 2021 Budget Report.

Public Portion – Agenda Items Only

Mayor Reynolds opens the floor to the public discussion limited to agenda items only. Motion by C/Francisco and second by C/Mann.

Steven Bloom of Englishtown questioned the new stimulus money that the Borough will receive of approx. \$188,000. The Mayor commented that as of now there are no guidelines issued on how the money can be used. Mr. Bloom questioned the need for the shared services agreement for a CPWM. The Mayor explained that the Borough needs a supervisor for public works and they need to have this certification. Mr. Bloom questioned the code changes and stated that the current code is not online and cannot be compared to the changes. Asked if the code can be put online. He also suggested a traffic study be done first. Chief Cooke addressed the issues of the traffic & safety concerns.

Christine Robbins-18 Hamilton Avenue voiced concerns to the changes to Hamilton Avenue going from 2-way street to a 1-way and how it will affect her. Chief Cooke explained that the street is narrow and already has one side only parking. It is still very difficult to get emergency vehicles down that road. Ms. Robbins objected to the change.

Chief Cooke addressed the Council in regard to the change in the Personnel Policy re: eliminating the "Extended Personal Leave". He cited N.J.S.A. 34:13A-5.38 that changes in employment must be part of the PBA Contract. Attorney Youssouf disagreed.

Richard Thompson Code Enforcement Officer also opposes elimination of the extended leave police that is not covered under FMLA.

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

Old Business: NONE

New Business:

**BOROUGH OF ENGLISHTOWN FIRST READING & INTRODUCTION
ORDINANCE NO. 2021-01**

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 1.30.09 "PERSONNEL POLICIES" OF THE
CODE OF THE BOROUGH OF ENGLISHTOWN DELETING SECTION 1.30.09.D
EXTENDED PERSONAL LEAVE**

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 1.30.09.D is hereby amended as follows:

ARTICLE I

LEGISLATIVE FINDINGS: The Mayor and Council of the Borough of Englishtown heretofore adopted a Personnel Manual governing various employee related matters that may arise during the course of employment by the Borough. Among the policies instituted was Section 1.30.09.D that provides employees may be granted extended personal leave of up to (1) year in the sole discretion of the Council provided that the leave does not cause "...undue operational disruption.)

The Mayor and Council find that said provision is no longer viable given the limited work force employed by the Borough and the tightly constrained municipal budget and tax base.

SECTION I-PURPOSE: The purpose of this Section is to completely repeal and eliminate the "Extended Personal Leave" provisions contained in this ordinance and the Personnel Manual.

ARTICLE II

A. ELIMINATION AND REPEAL: Section 1.30.09.D "Extended Personal Leave" is hereby repealed and eliminated as official Borough Policy. All references to this

policy, whether contained in this ordinance or the Borough Personnel Police, are deleted and removed by reference.

ARTICLE III
SEVERABILITY

Should any portion, section or subsection of this ordinance amendment be ruled invalid or unconstitutional by a court of competent jurisdiction, such provision, portion, section or subsection shall be deemed severable and shall not affect the validity of the remaining portions of this ordinance which shall remain in full force and effect.

ARTICLE IV
EFFECTIVE DATE

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

Offered By: C/Mann

Seconded By: C/Marter

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

Nays: None

Abstain: None

Absent: None

BOROUGH OF ENGLISHTOWN FIRST READING & INTRODUCTION
ORDINANCE NO. 2021-02

**AN ORDINANCE OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
ENGLISHTOWN AMENDING AND SUPPLEMENTING VARIOUS SECTIONS
OF THE CODE OF THE BOROUGH OF ENGLISHTOWN**

WHEREAS; The Chief of Police of the Borough and the Borough Code Enforcement Officer have recommended that various provisions of the Code of the Borough of Englishtown be amended and supplemented to facilitate enforcement of the Code and clarify various provisions to make them comport with State Law and Administrative guidelines.

NOW, THEREFORE, BE IT HEREBY ORDAINED by the Mayor and Council of the Borough of Englishtown that the following specified sections and provisions of the Code of the Borough of Englishtown are amended and supplemented as specified below:

ARTICLE I

CHAPTER 2.93-09

(NEW SECTION) SECTION 2.93.09 D.

VIOLATIONS AND PENALTIES:

Any person business entity or organization who violates the provisions of this Article shall, upon conviction thereof, be liable to a penalty of not less than one hundred dollars (\$100.00) or imprisonment for a term not to exceed thirty (30) days, or both, for each offense, in the discretion of the Court.

CHAPTER 2.98.04

SECTION 2.98.04 K. is revised as follows:

Upon submission of an application for a license a fee in the amount of twenty five dollars (\$25.00) shall be paid to the Borough Clerk. Applications for licenses pursuant to this section shall not be deemed complete until said fee is paid.

CHAPTER 2.100

SECTION 2.100 is revised as follows:

Sections D., E., & G. of Section 2.100.08, 2.100.18 and 2.100.24 are repealed and deleted in their entirety.

CHAPTER 2.109

SECTION 2.109.10 A. (1)(e) Handicapped Parking Standards is hereby amended as follows:

Accessible spaces reserved for use by individuals with disabilities shall be identified by a sign installed 5 to 7 feet above the ground bearing the international symbol of Accessibility and shall also include a penalty notification specifying the mandatory fines for offense. Signs identifying van parking spaces shall contain the designation “van accessible”. The parking spaces and access isles shall be painted blue and shall be at least 96 inches (8 Feet) wide for accessible car parking spaces, at least 132 inches (11 feet) wide for van accessible parking and a minimum of 60 inches (5 feet) wide for access isles for both accessible car and van spaces.

(NEW SECTION) SECTION 2.109.10 A.(1) (f) Handicapped Parking Spaces

Total Number of parking spaces required shall be in accordance with the revised and updated ADA standards of accessible design:

1-25 spaces: At least one (1) in each lot. Required number of van accessible spaces if constructed or altered prior to 3/5/12: 1:8; Required number of van accessible spaces if constructed or altered on or after 3/15/12: 1:6.

26-50- 2 in each lot; 51-75-3 in each lot; 79-100-4 in each lot; 101 -150- 5 in each lot; 151-200-6 in each lot; 201-300-7 in each lot; 301-400-8 in each lot; 401-500- 9 in each lot; 501-1000, 2% of total spaces, 1 in every 8 for van accessible spaces.

CHAPTER 2.117

(NEW SECTION) 2.117.09 Exceptions: The provisions of this Chapter shall not be applicable to rideshare services.

CHAPTER 2.118

(NEW SECTION) 2.118.01 F- Electronic Cigarettes: An electronic devise that simulates tobacco smoking, commonly known and identified as “ e-cigarettes” and/ or “Vaping”. It consists of an atomizer, a power source such as a battery and a container such as a cartridge or tank. Instead of inhaling smoke, the user inhales the vapor.

All references in this Chapter to 18 years of age are deleted and repealed and replaced with the age of 21 years.

CHAPTER 2.121

(NEW SECTION ADD) 2.121.07 Parking Prohibited at all times:

Parking is prohibited on the following specified streets and locations at all times:

Hamilton Street parking restrictions to include the area between Harrison Avenue and Irving Place from the easterly curb line of Main Street to the westerly curb line of Irving Place:

Irving Place from the curb line of Hamilton Street to a point 30 feet southerly to Hamilton Street to Tennent Avenue.

West Dey Street South Side from Main Street to Cul-de-Sac West Dey Street, North Side from Main Street to a point 156 feet West.

Center Street, South Side, from Main Street to Harrison Avenue.

Tennent Avenue, North Side from Main Street to the Manalapan Township Border.

Main Street, West Side from West Dey Street to Water Street form the Northerly Side of the bridge to Water Street. Main Street from the East Side to both Sides, from Park Avenue to Tennent Avenue.

Pine Street, North Side, from Main Street to Harrison Avenue.

SECTION 2.121.08 PARKING PROHIBITED DURING CERTAIN HOURS is amended to delete Pine Street, North Side, 6:00 A.M. to 6:00 p.m. Main Street to Harrison Avenue.

SECTION 2.121.15 Prohibited right turn on red. Add: Water Street East Bound @Intersection of Main Street South Bound between 7:00 A.M. and 7:00 P.M.

SECTION 2.121.25 One Way Designations. Add: Hamilton Street Eastbound, from Main Street to Harrison Avenue. Center Street Westbound from a point 100 feet East of Main Street to Main Street.

CHAPTER 2.130 ADMINISTRATION AND ENFORCEMENT:

SECTION 2.130.21 (Add) It shall be the duty of the Zoning Officer or his/her designee, to review building plans and to inspect buildings and premises to determine their compliance with approved plans, specifications and any and all applicable Borough Ordinances or portions thereof. The Zoning Officer may issue an Order to take corrective action to ensure compliance with all applicable restrictions and regulations pertaining to said property. The Zoning Officer shall have the right to enter any premises or property during regular business hours to conduct any required inspections.

CHAPTER 2.136 (ADD NEW PROVISION) The provisions of Title 2 of the Code of the Borough of Englishtown shall be enforced by the Code Enforcement Officer of the Borough and/or the Police Department of the Borough.

ARTICLE II

SEVERABILITY

Should a Court of competent jurisdiction rule any portion, provision, clause or section of this Ordinance Amendment unconstitutional or invalid, such provision shall be deemed severable and shall not affect the validity of the remaining portions provisions or sections of this Ordinance which shall remain in full force and effect.

ARTICLE III

EFFECTIVE DATE

This Ordinance shall take effect upon its final passage, approval and publication according to law.

Offered By: C/Mann

Seconded By: C/Robilotti

Several concerns were brought up by C/Francisco in regards to changing the regulations. Discussion by Mayor and Council to a possible amendment after the public hearing.

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-056**

APPOINTMENT OF ANIMAL CONTROL OFFICER

WHEREAS, the Mayor and Council of the Borough of Englishtown are knowledgeable that there is a need for an Animal Control Officer to perform Animal Control services within the Borough of Englishtown.

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

1. Jan (John) E. Bilyk (d/b/a Whisper Acres) of Jackson, N.J. is a certified animal control officer who will perform all duties required of the position and outlined in the contract.
2. The Mayor and Municipal Clerk are authorized to execute a 1-year agreement between Jan E. Bilyk (d/b/a Whisper Acres) and the Borough of Englishtown for Animal Control Services for a one-year period commencing March 1, 2021 through February 28, 2022 at an annual compensation of two thousand dollars (\$2,000.00).

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, hereby authorizes the Mayor and Borough Clerk to execute the contract with Jan (John) E. Bilyk (d/b/a Whisper Acres) of Jackson, N.J for Animal Control Services.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to Borough of Englishtown Chief Financial Officer and Jan (John) E. Bilyk (d/b/a Whisper Acres).

Offered By: C/Mann

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-057**

**AUTHORIZING THE COUNTY OF MONMOUTH MOSQUITO CONTROL
DIVISION TO CONDUCT AERIAL MOSQUITO CONTROL OPERATIONS
WITHIN THE BOROUGH OF ENGLISHTOWN**

WHEREAS, the Monmouth County Board of Chosen Freeholders, pursuant to N.J.S.A. 26:9-27 et seq. has elected through its Mosquito Control Division to perform all

acts necessary for the elimination of mosquito breeding areas and/or to exterminate mosquitoes within the county; and

WHEREAS, the County has instituted an Integrated Pest Management Program consisting of surveillance, water management, biological control, and chemical control to exterminate the mosquito population within the county of Monmouth; and

WHEREAS, prior to conducting aerial dispensing operations over a designated “congested area”, the County is required, pursuant to Federal Aviation Administration Regulation (FAR Part 137.51), to secure prior written approval from the governing body of the political subdivision over which the aircraft is to be operated; and

WHEREAS, the Borough of Englishtown is designated as a “congested area” by the Federal Aviation Administration and the County has requested that this governing body consent to its proposed aerial dispensing operations.

NOW, THEREFORE, BE IT FURTHER RESOLVED as follows:

1. The Governing Body hereby authorizes the County of Monmouth Mosquito Control Division or its agent to apply pesticides by aircraft for mosquito control in certain areas of the municipality designated by the County as being either larval mosquito habitat or areas harboring high populations of mosquitoes constituting either a nuisance, a health hazard, or both with the understanding that:
 - a. The County shall utilize pesticides, application equipment and aircraft that are approved for aerial applications by the applicable Federal (USEPA) and State (NJDEP) agencies; and
 - b. Such operations will be performed in compliance with applicable Federal and State regulations; and
 - c. The County will notify the police department of each municipality over which aerial pesticide operations are planned prior to commencement of such operations.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-058**

AUTHORIZING SIGNING OF PROFESSIONAL CONTRACTS

WHEREAS, professional contracts have been submitted to the Municipal Clerk of the Borough of Englishtown and forwarded to the Borough Attorney for review; and

WHEREAS, the Municipal Attorney has reviewed said contracts and has found them to be in compliance with statutory requirements; and

WHEREAS, the members of Council hereby approve the following contracts.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Englishtown, County of Monmouth, State of New Jersey, hereby authorizes the Mayor and Borough Clerk to execute the contracts for professional services for:

Bond Counsel	John M. Cantalupo of Archer & Greiner
Auditor	Robert W. Allison of Holman, Frenia, Allison P.A.
Engineer	Thomas J. Herits of Colliers Engineering & Design
Attorney	Joseph Youssouf, Esquire
Prosecutor	Richard Kelly, Esquire
Public Defender	Michael DuPont, Esquire

Offered By: C/Robilotti

Seconded By: C/ Francisco

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-059**

**AUTHORIZING REFUND OF TAX SALE CERTIFICATE
& REFUND OF PREMIUM PAID AT TAX SALE**

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to US Bank Global Corp Trust Services:

Tax Sale Certificate No. 20-00005
Block 18, Lot 11
6 Terrace Drive
in the amount of \$530.64

WHEREAS, the above-mentioned certificate has been voided by the tax collector and the holder is also entitled to a refund paid to obtain said certificate for a total refund amount of \$530.64.

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 \$530.64 to US Bank Global Corp Trust Services, 50 South 16th Street, Suite 2050, Philadelphia, PA 19102.

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/Mann

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-060**

**AUTHORIZING BOROUGH EMPLOYEES TO CARRY OVER
REMAINING VACATION TIME TO THE YEAR 2021**

WHEREAS, several Borough employees have not used all of their allowed vacation time; and

WHEREAS, pursuant to Section 3.2 of the Personnel Policy, employees may carry over a maximum of five (5) unused vacation days into the next calendar year ; and

WHEREAS, the department heads state that the remaining vacation time is as follows:

Jeanne Keevins	3	Vacation Days Remaining
Peter Gorbatuk	5	Vacation Days Remaining
Lisa Langlois	5	Vacation Days Remaining

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 personnel will be allowed to carry their remaining vacation time from 2020 over to the year 2021.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Peter Gorbatuk, Lisa Langlois, Jeanne Keevins, and the Borough Auditor.

Offered By: C/Mann

Seconded By: C/Robilotti

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-061**

**AUTHORIZING BOROUGH EMPLOYEES TO BANK
REMAINING 2020 SICK LEAVE TIME**

WHEREAS, several Borough employees have not used all of their allowed sick time in the year 2020; and

WHEREAS, pursuant to Section 3.4 of the Personnel Policy, earned but unused sick leave may accumulate, however in no event shall accrued sick leave exceed 20 days; and

WHEREAS, the department heads state that the 2020 unused sick leave time is as follows:

Jeanne Keevins	15.0	Sick Days Remaining
Peter Gorbatuk	20.0	Sick Days Remaining
Edward Walker	27	Sick Hours Remaining
Vincent Santorelli	13	Sick Hours Remaining
William Murphy	2	Sick Hours Remaining

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 personnel will be allowed to bank their remaining 2020 sick time.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Jeanne Keevins, Peter Gorbatuk, Edward Walker, Vincent Santorelli, William Murphy and the Borough Auditor.

Offered By: C/Mann

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-062**

EMERGENCY TEMPORARY APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to the need for various operating expenses prior to the adoption of the 2021 Budget and no adequate provision has been made in the 2021 temporary budget for the aforesaid purposes, and

WHEREAS, N.J.S.A.40A:4-20 provides for the creation of an emergency temporary appropriation for said purpose; and

WHEREAS, the total emergency temporary appropriation resolutions adopted in the year 2021 pursuant to the provisions of Chapter 96, P.L.1951 (N.J.S.A.40A:4-20) including this resolution total \$619,150.00

NOW, THEREFORE, BE IT RESOLVED by the Governing Body 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) that in accordance with the provisions of N.J.S.A. 40A-20:

1. Emergency temporary appropriations be and the same is hereby made in the amount of \$619,150.00 as per attached sheet.
2. Said emergency temporary appropriations will be provided for in the 2021 budgets.
3. That one certified copy of this resolution be filed with the Director, Division of Local Government Services.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-063**

**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 \$712,197.94 are hereby authorized to be paid on February 24, 2021
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/Mann

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-064**

**AMENDED RESOLUTION AUTHORIZING PERSON TO PERSON AND PLACE
TO PLACE TRANSFER OF PLENARY RETAIL LICENSE**

WHEREAS, Resolution 2020-113 adopted by Mayor and Council on October 28, 2020 needs to be amended to reflect the mailing address of Village Center Holding II LLC; and

WHEREAS, an application was filed for a person to person, place to place transfer of Plenary Retail Consumption License 1312-33-003-012, heretofore issued to Village Center Holdings II LLC with the mailing address of 227 Route 33, Building 2, Unit 7, Manalapan, New Jersey 07726; and

WHEREAS, the submitted application form is complete in all respects, the transfer fees have been paid, and the license has been properly renewed for the current license term; and

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Englishtown does hereby approve, effective October 28, 2020, the person to person, place to place transfer of the aforesaid Plenary Retail Consumption License with a mailing address of 227 Route 33, Building 2, Unit 7, Manalapan to Yorktown Discount Wines and Liquors LLC 14 Wilson Avenue Units 5-6, Englishtown, NJ 07726, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred to premises located at 14 Wilson Avenue Units 5-6, Englishtown, effective October 28, 2020".

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-065**

AUTHORIZATION OF PURCHASES OVER \$2625.00

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

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

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

Police Dept. –Maintenance of Motor Vehicle Repair - \$6,158.91
Dodge Charger Sedan, Dodge Charger, Chevrolet Tahoe

Services From: County of Monmouth
Public Works & Engineering Dept.
250 Center Street
Bldg A
Freehold, NJ 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/Francisco

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-066**

**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 \$585,483.14 are hereby authorized to be paid on March 24, 2021.
2. The Borough Clerk is hereby directed to list on the page in the Minutes Book following the minutes of this meeting all of the said vouchers hereby authorized to be paid.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-067**

RESOLUTION OF EMERGENCY WATER BREAK

WHEREAS, an emergency has arisen on February 11 thru February 12, 2021 regarding the immediate need for replacement and repair of a water line break on Wood Avenue & Hospitality Way; and

WHEREAS, an emergency contract pursuant to N.J.S.A. 40A:11-6, may be awarded without public advertisement for bids and bidding due to the lack of a water supply to Wood Avenue & Hospitality Way residents that created an emergency affecting the public health and safety requiring the immediate work to the water infrastructure system; and

WHEREAS, pursuant to the New Jersey Local Public Contracts Law, specifically N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1, the Borough Water Superintendent identified the existence of the actual emergency and the immediate need for the replacement of a portion of the water line: and

WHEREAS, quotes were not able to be obtained to perform this emergency work and B & W Construction was the only contractor that responded who is certified to perform the most responsible work; and

WHEREAS, the Borough Council agrees with the recommendation of the Water Superintendent who declared this to be an emergency procurement under the New Jersey Local Public Contracts Law N.J.S.A.40A:11-6 et. seq., and the contract award may be made without public bidding; and

WHEREAS, the maximum amount of the contract is \$30,037.62 and funds are available in Water Capital Outlay Account No.1-05-55-511-500 in the amount

of \$30,037.62, as evidenced by the Chief Financial Officer's Certification of Funds dated March 16, 2021;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, in the Monmouth County, State of New Jersey, that the Chief Financial Officer is hereby authorized and directed to forward a purchase order to B & W Construction, for the installation and repair to a water main pipe on Wood Avenue & Hospitality Way in an amount not to exceed \$30,037.62.

Offered By: C/Krawiec

Seconded By: C/Robilotti

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-068**

**RESOLUTION OF AUTHORIZATION TO ENTER INTO A SHARED SERVICES
AGREEMENT WITH MANALAPAN TOWNSHIP FOR DEPUTY MUNICIPAL
COURT ADMINISTRATOR**

WHEREAS, the "Uniform Shared Services and Consolidation Act" N.J.S.A. 40A:65-1 through 40A:65-35 (the "Act"), authorizes local units of this State to enter into a contract with any other local unit or units for the joint provision within their several jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the Borough of Englishtown has identified an area where working together through shared services will result in positive outcomes for both municipalities; and

WHEREAS, the Borough of Englishtown now wishes to enter into a Shared Services Agreement ("Agreement") for Deputy Municipal Court Administrator with Manalapan Township to provide such service; and

WHEREAS, Manalapan Township has agreed to provide the Borough of Englishtown with the services of its Deputy Municipal Court Administrator pursuant to the terms and conditions set forth in a Shared Services Agreement between the Parties.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Englishtown in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the Mayor to execute a Shared Services Agreement for the position of a Deputy Municipal Court Administrator at an hourly rate of \$42.00 per hour, not to exceed \$10,000 per annum.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-069**

**RESOLUTION OF AUTHORIZATION TO ENTER INTO A SHARED SERVICES
AGREEMENT WITH MANALAPAN TOWNSHIP FOR CERTIFIED PUBLIC
WORKS MANAGER**

WHEREAS, the “Uniform Shared Services and Consolidation Act” N.J.S.A. 40A:65-1 through 40A:65-35 (the “Act”), authorizes local units of this State to enter into a contract with any other local unit or units for the joint provision within their several jurisdictions of any service which any party to the agreement is empowered to render within its own jurisdiction; and

WHEREAS, the Borough of Englishtown has identified an area where working together through shared services will result in positive outcomes for both municipalities; and

WHEREAS, the Borough of Englishtown now wishes to enter into a Shared Services Agreement (“Agreement”) for Certified Public Works Manager with Manalapan Township to provide such service; and

WHEREAS, Manalapan Township has agreed to provide the Borough of Englishtown with the services of its Certified Public Works Manager pursuant to the terms and conditions set forth in a Shared Services Agreement between the Parties.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Englishtown in the County of Monmouth, State of New Jersey that it hereby authorizes and directs the Mayor to execute a Shared Services Agreement for the position of a Certified Public Works Manager at an hourly rate of \$72.00 per hour, not to exceed \$9,000 per annum.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-070**

**RESOLUTION ACCEPTING THE RESIGNATION OF VINCENT SANTORELLI
PART TIME PUBLIC WORKS EMPLOYEE**

WHEREAS, Part Time Public Works Employee, Vincent Santorelli has served the Borough of Englishtown since June 2019 with dedication and commitment; and

WHEREAS, Vincent Santorelli tendered his resignation with the Borough of Englishtown with his last day of employment being April 9, 2021.

NOW THEREFORE BE IT RESOVED that the Mayor and Council of the Borough of Englishtown regretfully accept the resignation from Part Time Public Works Employee Vincent Santorelli and wish him well in his future.

BE IT FURTHER RESOLVED that a certified copy of this resolution be given to the Chief Financial Officer and Part Time Public Works Employee Vincent Santorelli.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-071**

RESOLUTION AWARDING A CONTRACT FOR THE 2020 ROAD PROGRAM

WHEREAS, Englishtown Borough has received grants from the NJDOT Trust Fund FY 2019 and FY 2020 in the amounts of \$150,000 and \$154,000 respectively, for the applications known as Hamilton Street, and, Heritage Drive and Raymond Court; and,

WHEREAS, the Borough advertised for bids for both projects as the project known as the 2020 Road Program (Project); and,

WHEREAS, the Borough received nine (9) proposals on March 16, 2021 at 11:00 am, in the Borough offices, for the Project; and,

WHEREAS, Earle Asphalt of Wall, New Jersey is determined to be the lowest responsible bidder after careful review of all of the bids submitted, with a low bid of \$435,413,30.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council awards a contract to Earle Asphalt of Wall, New Jersey in the amount of \$435,413.30, total bid, for the reconstruction of Hamilton Street, and, Heritage Drive and Raymond Court.

BE IT FURTHER RESOLVED, that the award of the contract is conditioned upon the Borough Attorney's review and approval of the bid documents, NJDOT approval, and certification by the Borough's Chief Financial Officer of the availability of funds 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, Earle Asphalt of Wall, NJ, and the Borough's Chief Financial Officer.

Offered By: C/Robilotti

Seconded By: C/Krawiec

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-072**

**RESOLUTION REGRETFULLY ACCEPTING THE
RESIGNATION OF DYLAN R. CROKER**

WHEREAS, Dylan R. Croker served as a full time police officer for the Borough of Englishtown; and

WHEREAS, Dylan R. Croker did tender his resignation to the Englishtown Borough Council on March 16, 2021 with his last day of employment being March 24, 2021.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Englishtown Borough Council regretfully accepts the resignation of Dylan R. Croker
2. That a certified copy of this Resolution be delivered to the Chief Financial Officer, Chief Peter Cooke, and Officer Dylan R. Croker.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-073**

**APPOINTMENT OF
FULL TIME POLICE OFFICER**

WHEREAS, there is a need to hire a full time police officer; and

WHEREAS, Chief Cooke and the Police Commission have recommended Dylan J. McLearn of Eatontown, N.J. for the position; and

WHEREAS, Dylan J. McLearn is eligible for enrollment into PFRS; and;

WHEREAS, Dylan J. McLearn will be sworn in by the Police Commissioner on May 24, 2021 as a full time Police Officer for the Borough of Englishtown.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Dylan J. McLearn is hereby appointed Police Officer for the Borough of Englishtown as follows:

1. Appointment is effective March 24, 2021.
2. Salary is effective March 24, 2021 in the amount of \$41,545.00 per annum, paid semi-monthly per the salary ordinance.
3. That said appointment is probationary for one year and said probation shall culminate on March 24, 2022.

BE IT FURTHER RESOLVED, that a certified true copy of this resolution be forwarded to the Chief Financial Officer, Chief Cooke, Police Commissioner and Dylan J. McLearn.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-074**

**CONDITIONAL OFFER OF EMPLOYMENT FOR SPECIAL LAW
ENFORCEMENT CLASS II OFFICER**

WHEREAS, there is a need to hire a part-time Class II Special Law Enforcement Officer; and

WHEREAS, Alexander M. Pires of Hopelawn, N.J. has satisfactorily completed the Basic Course for Class II Special Law Enforcement Officer; and

WHEREAS, it is the recommendation of the Chief of Police to make a conditional offer of employment to Alexander M. Pires of Hopelawn, N.J. for the position of Class II Special Law Enforcement Officer; and

WHEREAS, that the following appointment is conditional upon the successful passing of a background investigation, physical examination, psychological examination, drug testing by urinalysis, firearms qualification and satisfactorily paying any financial obligation owed to the municipality that sent Alexander M. Pires to the Monmouth County Police Academy to attend the Basic Course for Class II Special Law Enforcement Officer; and

WHEREAS, said appointment shall be in accordance with any existing laws or policies regulating said office; and

WHEREAS, the date of hire shall be determined by the Chief of Police and the salary shall be at the rate of \$15.00 per hour.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Chief of Police is authorized to offer a conditional offer of employment to Alexander M. Pires of Hopelawn, N.J. for the position of Class II Special law Enforcement Officer and the following appointment is conditional upon the successful passing of a physical examination, psychological examination, drug testing by urinalysis, firearms qualification and satisfactorily paying any financial obligation owed to the municipality that sent him to the Monmouth County Police Academy to attend the Basic Course for Class II Special Law Enforcement Officer

BE IT FURTHER RESOLVED, that a certified true copy of this resolution be forwarded to the Chief of Police, Police Commissioner Wojyn and Alexander M. Pires.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-075**

**AUTHORIZING POLICE CHIEF TO INTERVIEW AND APPOINT
CLASS II SPECIAL LAW ENFORCEMENT OFFICER**

WHEREAS, there is a need to hire a part time Class II Special Law Enforcement Officer to maintain staffing in the Police Department.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that Police Chief Cooke along with the Police Commission is hereby authorized to proceed to interview and hire to fill the said position.

Offered By: C/Robilotti

Seconded By: C/Mann

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

Nays: None

Abstain: None

Absent: None

Mayor Reynolds read the Tax Collector's Annual Report; January 2021 and February 2021 Reports

Tax Collectors Report –2020 Annual Statement of Receipts

2020 Tax Levy per Duplicate	\$6,363,574.79
2020 Added, Omitted	21,717.67
Total 2019 Levy	\$6,385,292.46
2020 Net Cash Collected	\$6,174,904.68
2020 State Share Seniors	
Vets & Disabled	\$ 6,000.00
2020 Total Cash Collected	\$6,370,134.55
2020 Taxes Transferred to	
Municipal Liens	\$ 1,756.73
2020 Taxes Remitted Abated	
Or Cancelled	\$ 13,401.18
2020 Outstanding 12/31/20	\$ 0.00
Percentage of Cash Collections	
To Total 2020 Levy	99.76%

January 2021 Taxes Collected

2021 Taxes Year	360,780.06
2020 Taxes Year	0.00
Tax Sale Premium	0.00
Outside Lien Redemption	18,658.11
Interest	0.00
Duplicate Bill Fee	0.00
Total Disbursements	\$379,438.17

<u>February 2021 Taxes Collected</u>	
2021 Taxes Year	1,197,624.85
2020 Taxes Year	3,668.28
Tax Sale Premium	0.00
Property Redeemed-Municipal Lien	2,136.64
Outside Lien Redemption	0.00
Interest	258.97
Search Fee	12.00
Duplicate Bill Fee	15.00
Total Disbursements	\$1,203,715.74

Public Portion Non Agenda Items Only

Mayor Reynolds opens the floor to the public for discussion limited to non-agenda items only. Motion made by C/Marter, Seconded by CWojyn.

Chief Cooke stated that the Sergeant's exam will be at Borough Hall on Monday, March 28th at 9am.

William Lewis of Lasatta Avenue asked about the cable company outreach meeting.

Richard Thompson questioned the \$50,000 that will expire at the end of 2021 in the tax levy cap and asked why the Borough is not using it for capital purchases in the budget.

There being no further items to discuss, a Motion to close the public portion Motion made by C/Krawiec, Seconded by C/ Robilotti. Passed unanimously.

Mayor Reynolds stated there was a need for an 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: Potential Litigation and Personnel.

1. Any matter which, by express provision of Federal Law or State statute or rule of court, shall be rendered confidential;
2. Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
3. Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records or personal material including health records, legal defense, insurance, etc;
4. Any collective bargaining agreement or terms and conditions related thereto;
5. Any matter involving the purchase, lease or acquisition 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 Section 4 of N.J.S.A. 10:4-12b is required to discuss personnel matters.

NOW, THEREFORE, BE IT HEREBY RESOLVED that the public be excluded from this portion of the public meeting convened on the 24h day of March, 2021 pursuant to Section 4 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/ Francisco

Seconded By: C/Robilotti

Passed unanimously with the time being 8:50 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/ Francisco. Passed unanimously.

The time being 9:14 P.M.

Mayor Reynolds added the following resolution to the agenda.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2021-076**

APPOINTMENT OF 2nd DEPUTY MUNICIPAL CLERK

WHEREAS, effective March 24, 2021 there is a need for a 2nd Deputy Municipal Clerk within the Borough of Englishtown; and

WHEREAS, the Borough of Englishtown is desirous of filling the position of 2nd Deputy Municipal Clerk; and

WHEREAS, it is the recommendation of the Administration, Finance and Personnel Committee to appoint Kelly Lettera, of Robbinsville, New Jersey.

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

1. That Kelly Lettera is hereby appointed as 2nd Deputy Municipal Clerk for the Borough of Englishtown, effective March 24, 2021 until December 31, 2021.
2. That said position shall be part-time, paid at \$40.00 per hour, payable semi-monthly per the salary ordinance.

BE IT FURTHER RESOLVED that a certified true copy of this resolution be forwarded to the Borough's Chief Financial Officer, Municipal Clerk and Kelly Lettera.

Offered By: C/Robilotti

Seconded By: C/Krawiec

Roll Call: Ayes: C/Francisco, 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/Robilotti, seconded by C/Krawiec. Passed unanimously.

9:17 P.M.

Laurie Finger

Approved by Governing Body

Deputy Municipal Clerk