

**** WORKSHOP AGENDA ****

February 22, 2023

7:30 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
 1. Council Committee Assignments
 2. Community Development Committee/Newsletter
 3. CCTV Cameras
 4. Aspire Program
 5. Referendum to exceed appropriation cap
 6. Englishtown Center Designation
3. Adjournment

**** 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
 - December 28, 2022
 - December 28, 2022 Executive Session
(tabled at the January 25, 2023 meeting)
 - January 10, 2023
 - January 10, 2023 Executive Session #1
 - January 10, 2023 Executive Session #2
 - January 25, 2023
 - January 25, 2023 Executive Session
5. Councilmember Committee Reports
 - Councilmember Krawiec- Public Buildings & Grounds
 - Councilmember W. Lewis- Public Safety
 - Councilmember Robilotti- Administration, Finance, Personnel and Technology

Councilmember Francisco- Code Enforcement, Public Health, Welfare & Public Events

Councilmember Mann- Public Utilities

Council member M. Lewis- Legislative, Insurance and Licenses

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. Old Business:
 - A. Resolution No. 2023-007 – Tabled at the January 10, 2023 Meeting
Appointment of Public Defender
 - B. Ordinance No. 2023-01- Public Hearing and Adoption
Solid Waste Utility Service Fee for 2023. (Annual fee \$390.00)
9. New Business
 - A. Ordinance No. 2023-02- First Reading and Introduction
Ordinance Establishing Limits for Salaries of the Borough of Englishtown, County of Monmouth, State of New Jersey.
 - B. Ordinance No. 2023-03 – First Reading and Introduction
Ordinance Amending and Supplementing Chapter 2.130 of the Code of the Borough of Englishtown Creating Cannabis Conditional Use Requirements.
 - C. Resolution No. 2023-056
Appointment of Municipal Magistrate
 - D. Resolution No. 2023-057
Authorizing Borough Employees to Bank Remaining 2022 Sick Leave Time
 - E. Resolution No. 2023-058
Authorizing Borough Employees to Carry Over Remaining Vacation Time to the Year 2023.
 - F. Resolution No. 2023-059
Authorizing Refund of Tax Sale Certificate Block 6, Lot 14.58 Qual #58 in the amount of \$7,329.45
 - G. Resolution No. 2023-060
Authorizing Refund of Tax Sale Certificate Block 1, Lot 4.04 in the amount of \$18,151.82
 - H. Resolution No. 2023-061
Authorizing the Cancellation and Refund of 2023 Taxes for 100% Disabled Veteran

- I. Resolution No. 2023-062
Authorizing Mayor and Municipal Clerk to Sign Shared Service Agreement with the County of Monmouth for Emergency Dispatch Services
- J. Resolution No. 2023-063
Authorizing the County of Monmouth Mosquito Control Division to Conduct Aerial Mosquito Control Operations Within the Borough of Englishtown
- K. Resolution No. 2023-064
Authorizing Payment of Borough Bills
- L. Resolution No. 2023-065
Authorizing Refund of Tax Sale Certificate Block 4, Lot 4 in the amount of \$2,756.05.
- M. Resolution No. 2023-066
Appointment of Community Development Committee

- 10. Tax Collector's Report – January 2023
- 11. 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 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

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-007**

APPOINTMENT OF PUBLIC DEFENDER

WHEREAS, the Council of the Borough of Englishtown is knowledgeable that there is a need for the appointment of a Public Defender for the Municipal Court; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40:11-1-et seq.) requires that the Resolution authorizing the appointment of a Public Defender for "Professional Services" without competitive bids must be publicly advertised:

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

1. Greg S. Gargulinski, Esq. of the firm Rudnick, Addonizio, Pappa & Casazza is appointed Public Defender for the Municipal Court of the Borough of Englishtown for a term of one (1) year terminating December 31, 2023, subject to contract approval.
2. The said party be appointed above during the term of their appointment shall provide such legal services as may be required by the Borough Council under and pursuant to law. Salary is \$300.00 per court session, and not to exceed \$9,500.
3. The Borough Clerk shall cause notice of the passage of this Resolution of Appointment to be published in the official newspaper of the Borough of Englishtown in accordance with the Local Public Contracts Law.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilott1					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2023-01**

**AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 2022-01 OF
THE BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH, STATE OF NEW
JERSEY CREATING A SOLID WASTE UTILITY AND SETTING FORTH THE
METHOD OF CALCULATION AND COLLECTION OF SERVICE FEES FOR SAME**

WHEREAS, the Borough Council of the Borough of Englishtown desires to create a solid waste utility to provide the mechanism to award a municipal solid waste collection contract; and

WHEREAS, N.J.S.A. 40A:-34 through 40A:4-26 provides for the establishment of a dedicated utility fund; and

WHEREAS, a bid has been prepared and a bid received for the provision of solid waste collection services in accordance with applicable law.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, that a solid waste utility is herewith created by amending Chapter 2, Section 57 BRUSH, TRASH AND DEBRIS, to include a new section 57.05, SOLID WASTE UTILITY, by adding new sections as follows:

57.05 SOLID WASTE UTILITY

- A. A solid waste utility is hereby created to transact the collection and disposal of solid waste as provided by law.
- B. Said solid waste utility shall be self-liquidating with a dedicated budget as provided by N.J.S.A.40A: :4-34 through 40A:4-36.

57.05.01 Recovery of costs; fees.

The costs associated with the collection and disposal of solid waste shall be recovered as may be provided in the contract or contracts made by the Borough for such services, plus uniform fees fixed from time to time by the Borough Council and collected from the property owners to whom the service is available.

57.05.02 Service charge.

There is hereby established a solid waste service charge to be imposed annually upon the owners of those properties for which a solid waste collection and disposal service is made available by the Borough. The funds so collected shall be paid into the dedicated Solid Waste Utility Fund of the Borough of Englishtown.

57.05.03 Computation of service charge.

The solid waste service charge for residential properties served, unless and until nonresidential properties are served shall be computed by dividing the approved annual budget of the Solid Waste Utility by the number of residential units to which the service will be made available by

the Borough. The annual service fee for solid waste collection shall be three hundred ninety dollars (\$390.00) per annum per residential unit. Said service fee shall begin on January 1, 2023.

57.05.04 Payment of service charge.

- A. Upon approval of the annual service charge by the Borough Council, the Borough utility collector shall bill the owner of each property to which the service is available, based upon the number of residential units therein, during the first 30 days of each year or as soon thereafter as is practical. The annual solid waste service charge shall be paid in two equal installments, being due on April 1 and October 1.

DATE OF FIRST READING & INTRODUCTION: January 25, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco				X	
Krawiec		X			
M Lewis				X	
W. Lewis		X			
Mann	X	X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

DATE OF PUBLIC HEARING & ADOPTION: February 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Lewis					
Mann					
Marter					
Robilotti					
Wojyn					
Mayor Reynolds	tie vote only				

Date: _____

Mayor Thomas Reynolds

Attested:

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2023-02**

**ORDINANCE ESTABLISHING LIMITS FOR SALARIES OF THE
BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY**

BE IT ORDAINED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey that the following changes shall be incorporated into Chapter 1.37 of the Code of the Borough of Englishtown entitled "Salaries and Compensation"

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

POSITION

**SALARIES
MINIMUM MAXIMUM**

GOVERNING BODY
MAYOR
COUNCIL

\$3,000.00 \$7,000.00
\$2,500.00 \$5,500.00

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

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

DATE OF INTRODUCTION February 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

DATE OF PUBLIC HEARING AND ADOPTION March 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

Date: _____

Mayor Thomas Reynolds

Attested

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2023-03**

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 2.130 OF THE CODE OF THE BOROUGH OF ENGLISHTOWN
CREATING CANNABIS CONDITIONAL USE REQUIREMENTS**

WHEREAS, the Borough Council heretofore repealed an Ordinance prohibiting the operation of any class of Cannabis business within the Borough; and

WHEREAS, it is the intent and purpose of this Ordinance amendment to establish regulations and standards governing Cannabis class uses, (other than alternative treatment centers) and defining them as “Conditional Uses” which shall be permitted in the C-1, C-1A, C-2 and I zones given the following conditions:

ARTICLE I. [New Section]

SECTION 2.130.08.1 Hours of operation.

Cannabis class uses are permitted the following hours of operation:

Monday through Saturday 9:00 a.m. to 9:00 p.m. Closed on Sunday;

ARTICLE II. [New Section]

SECTION 2.130.08.2. Location: The permitted location of such uses shall be in accordance with the current New Jersey State requirements in addition to the following:

- A. Class 1, 2,3 and 4 shall be located in the I (Industrial zone) only.
- B. Class 5 shall be located in C-1, C-1A, C-2 commercial zones or I industrial zone.
- C. Class 6 delivery service shall not be permitted in any location or zone within Englishtown Borough.
- D. Permitted classes of licenses (as defined by the State of NJ). The following classes or combination of are permitted pursuant to the conditional use limitations enumerated above:
 - (1) Class 1 cannabis cultivator.
 - (2) Class 2 cannabis manufacturer.
 - (3) Class 3 cannabis wholesaler
 - (4) Class 4 cannabis distributor.
 - (5) Class 5 cannabis retailer.

- E. Quantity. The maximum permitted number of Class 5 cannabis retail establishments within Englishtown is two (2), inclusive of alternative treatment centers which are deemed to hold a Class 5 retail license pursuant to the Act.

There shall be no more than one in total of any of these classes: Class 2 cannabis manufacturer facilities, Class 3 cannabis wholesaler facilities or Class 4 cannabis distributor facilities.

Class 1 cannabis cultivator facilities shall not be permitted in any location or zone within Englishtown Borough.

- F. Cannabis consumption areas are prohibited in all zones within the Borough of Englishtown.

ARTICLE III. Any article, section, paragraph, clause or provision of this Ordinance found to be inconsistent with the provisions of this ordinance or State Law is hereby repealed to the extent of such inconsistency.

ARTICLE IV. Should any article, section, paragraph, subsection or clause of this ordinance be adjudicated by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, provision or portion of this ordinance so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

ARTICLE V. This ordinance shall take effect upon its passage and publication in accordance with law.

DATE OF FIRST READING & INTRODUCTION: February 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

DATE OF PUBLIC HEARING & ADOPTION: March 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Lewis					
Mann					
Marter					
Robilotti					
Wojyn					
Mayor Reynolds	tie vote only				

Date: _____

Mayor Thomas Reynolds

Attested:

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-057**

**AUTHORIZING BOROUGH EMPLOYEES TO BANK
REMAINING 2022 SICK LEAVE TIME**

WHEREAS, several Borough employees have not used all of their allowed sick time in the year 2022; 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 2022 unused sick leave time is as follows:

Lisa Langlois	2 Sick Days Remaining
Michael Reynolds	2 Sick Days Remaining
Edward Walker	18 Sick Hours Remaining
Violetta Grzanko	6 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 2022 sick time.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Lisa Langlois, Michael Reynolds, Edward Walker, Violetta Grzanko and the Borough Auditor.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent	
Francisco						
Krawiec						
M. Lewis						
W. Lewis						
Mann						
Robilotti						
Mayor Reynolds	tie vote only					

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-058**

**AUTHORIZING BOROUGH EMPLOYEES TO CARRY OVER
REMAINING VACATION TIME TO THE YEAR 2023**

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:

Lisa Langlois	3.5 Vacation Days Remaining
Michael Reynolds	4.5 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 2022 over to the year 2023.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Lisa Langlois, Michael Reynolds and the Borough Auditor.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>	
Francisco						
Krawiec						
M. Lewis						
W. Lewis						
Mann						
Robilotti						
Mayor Reynolds	tie vote only					

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-059**

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00017
Block 6, Lot 14.58 Qual #58
58 Oxford Court
in the amount of \$1,529.45
premium of \$5,800.00
total of **\$7,329.45**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$7,329.45.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes payment in the amount of \$7,329.45 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

Borough of Englishtown
Tax Collector
15 Main Street
Englishtown, N.J. 07726
732-446-9235 ext. 213

Date: February 1, 2023

To: Christine Robbins, Clerk *le*

Cc: Sylvia Eryan-Hewileh, CMFO

From: Consett Ellison, Tax Collector

Subject: FOR COUNCIL MEETING FEBRUARY 22, 2023
Resolution for Redemption of Tax Sale Certificates 22-00017

In the amount of	\$ 1,529.45
Premium Returned	<u>\$ 5,800.00</u>
Total to Lienholder	<u>\$ 7,329.45</u>

Paid on February 1, 2023
By Property Owner

Block# 6 Lot# 14.58 Qual #C58
58 Oxford Court.

Make Check Payable to Lien Holder:

TRYSTONE CAPITAL ASSETS, LLC
P.O. BOX 1030
BRICK, NJ 08723

Breakdown of Funds: Total Current Fund: \$1,529.45
Total Premium Trust: \$5,800.00

Please give check to Tax Collector to mail when certificate and voucher are returned.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-060**

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00001
Block 1, Lot 4.04
58 Oxford Court
in the amount of \$3,351.82
premium of \$14,800.00
total of **\$18,151.82**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$18,151.82.

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 \$18,151.82 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

Borough of Englishtown
Tax Collector
15 Main Street
Englishtown, N.J. 07726
732-446-9235 ext. 213

Date: February 3, 2023

To: Christine Robbins, Clerk

Cc: Sylvia Eryan-Hewileh, CMFO

From: Consett Ellison, Tax Collector

Subject: FOR COUNCIL MEETING FEBRUARY 22, 2023
Resolution for Redemption of Tax Sale Certificates 22-00001

In the amount of	\$ 3,351.82
Premium Returned	<u>\$ 14,800.00</u>
Total to Lienholder	<u>\$ 18,151.82</u>

Paid on February 2, 2023
By Property Owner

Block# 1 Lot# 4.04
39 Lasatta Ave.

Make Check Payable to Lien Holder:

TRYSTONE CAPITAL ASSETS, LLC
P.O. BOX 1030
BRICK, NJ 08723

Breakdown of Funds: Total Current Fund: \$3,351.82
Total Premium Trust: \$14,800.00

Please give check to Tax Collector to mail when certificate and voucher are returned.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-061**

**AUTHORIZING THE CANCELLATION AND REFUND OF 2023 TAXES
FOR 100% DISABLED VETERAN**

BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown that in accordance with the request of the Tax Collector, approved by the Tax Assessor on December 12, 2022, taxes be canceled and/or refunded due to the tax exemption for 100% Disabled Veteran as per N.J.S.A. 54:4—3.30 a, b and c;

<u>Exempt Veteran Name</u>	<u>Block/Lot</u>	<u>Year/Qtr</u>	<u>Amount</u>
JAMES CUNKELMAN	4/15	2022/4	\$ 428.36 – cancel (18 days)
49 Main Street	4/15	2023/1	\$2,058.35 - cancel
	4/15	2023/2	\$2,058.35 – cancel

Refund Veteran's Mortgage Company

CORELOGIC REFUNDS DEPT	4/15	2022/4	\$ 428.36 refund (18 days)
P.O. Box 9202		2023/1	\$2,058.35 – refund
Coppell, Texas 75019-9760			

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Englishtown that the Clerk forward a certified copy of this resolution to the Borough's Tax Collector and Chief Financial Officer.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

Memo

To: Sylvia Eryan-Hawileh, CMFO
Christine Robbins, Municipal Clerk
From: Consetta Ellison, Tax Collector
Date: 02/03/2023
Re: Resolution for 100% Disable Veteran

Please prepare a resolution for Veteran deduction for

James Cunkelman
49 Main Street
Englishtown, NJ

Block # 4 Lot # 15

100% Vet-Exempt

See paper work attached.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-062**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK
TO SIGN SHARED SERVICE AGREEMENT
WITH THE COUNTY OF MONMOUTH
FOR EMERGENCY DISPATCH SERVICES**

WHEREAS, the Borough of Englishtown had entered into a shared service agreement with The Monmouth County Sheriff's Office, Communication Division for emergency dispatch services for Police, Fire and Emergency Medical Services (EMS) for the municipality which expired December 31, 2022; and

WHEREAS, the Borough of Englishtown is desirous of renewing this shared service agreement for the period January 1, 2023 through December 31, 2025.

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

Police Dispatch 911 - \$55,495.00 Year One
2nd Year 2% Increase
3rd Year 2% Increase

WHEREAS, upon a proper invoice from the County, the Municipality shall pay the annual fee on or about April 1st of each year.

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 shared service agreement with the County of Monmouth for Emergency Dispatch Services.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

Interoffice Memo

Date: February 4, 2023
To: Mayor & Council
Cc: File, Borough Clerk
From: Laurie Finger, Deputy CFO
RE: Certification of Funds



This is to certify that funds will be available contingent upon the adoption for the 2023 Municipal Budget to pay Monmouth County Treasurer of Freehold, NJ an amount not to exceed \$55,495.00 for the Police Communication Services for the Police Department. Funds will be available in the Police Dispatch Account within the Current Fund Budget. [3-01-25-250-100].

This is to certify that funds will be available contingent upon the adoption for the 2024 Municipal Budget to pay Monmouth County Treasurer of Freehold, NJ an amount not to exceed \$56,605.00 for the Police Communication Services for the Police Department. Funds will be available in the Police Dispatch Account within the Current Fund Budget. [4-01-25-250-100].

This is to certify that funds will be available contingent upon the adoption for the 2025 Municipal Budget to pay Monmouth County Treasurer of Freehold, NJ an amount not to exceed \$57,738.00 for the Police Communication Services for the Police Department. Funds will be available in the Police Dispatch Account within the Current Fund Budget. [5-01-25-250-100].

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-063**

**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.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-064**

**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 \$779,289.22 are hereby authorized to be paid on February 22, 2023.
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.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023

Christine Robbins, R.M.C., Interim Clerk

**Borough of Englishtown
Preliminary Bill List
Submitted to Borough Council
for Approval at Meeting of
February 22, 2023**

<u>Fund</u>	<u>Amount</u>
1 Current Fund Budget	\$ 308,353.97
Tax Refund	\$ -
Man/Eng School Taxes	\$ 236,395.30
Freehold Reg H.S. School Taxes	\$ 84,830.00
County Taxes	\$ 48,444.02
Marriage License Fees	\$ -
Fire District Taxes	\$ -
Tax redemption lien	\$ 28,237.32
Tax Appeal Refund	\$ -
Petty Cash	\$ -
Accounts Payable	\$ -
2 Grant Fund	\$ 843.20
4 General Capital	\$ 2,787.00
5 Water Utility Fund	\$ 23,583.26
6 Water Capital Fund	
7 Sewer Utility Fund	\$ 9,470.03
8 Sewer Capital Fund	\$ -
9 Solid Waste Fund	\$ 21,229.19
12 Regular Trust Fund	\$ 14,570.17
13 Unemployment Trust	\$ 235.76
14 Community Development	\$ -
15 Escrow Funds	\$ 310.00
17 Dog Trust Fund	\$ -
20 Payroll Deduction Fund	\$ -
30 Special Events Fund	\$ -
Total Bill List	<u>\$ 779,289.22</u>

This is to certify that funds are available to pay bills and payroll
as listed on the attached Bill List.

Sylvia Eryan-Hawileh

Sylvia Eryan-Hawileh
Chief Financial Officer

ENGLISHTOWN BOROUGH
Bill List By Vendor Id

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P.O. Type: All Range: First to Last Format: Detail with Line Item Notes										
Open: N Paid: N Void: N Rcvd: Y Held: Y Aprv: N Bid: Y State: Y Other: Y Exempt: Y										
Vendor #	Name	Contract	PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Excl
PO #	PO Date Description									
Item Description										
ALL400	ALL CAR AUTO REPAIR LLC									
22-00931	12/31/22 VEHICLE REPAIR CAR #5									
1	2014 DODGE ENGINE REPAIR	10,957.91	2-01-25-240-025			B Maint of Motor Vehicles-Police	R	12/31/22 02/15/23	17384	
	CAR #5									
23-00060	01/27/23 2012 DODGE ENGINE REPAIR									
1	REPLACE POWER STEERING PUMP	1,187.94	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	01/27/23 02/15/23	17560	
	2012 DODGE CHARGER									
2	LUBE OIL AND FILTER	54.18	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	01/27/23 02/15/23	17560	
3	DEXA 900CCA BATTERY	195.99	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	01/27/23 02/15/23	17560	
4	FOUR WHEEL ALIGNMENT	99.95	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	01/27/23 02/15/23	17560	
5	REPLACE RACK AND PINION	175.56	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	01/27/23 02/15/23	17560	
		1,713.62								
23-00089	02/02/23 CAR REPAIRS 1/25/23									
1	THERMOSTAT AND GASKET	154.95	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
2	OIL PRESSURE SENSOR	154.95	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
3	AIR FUEL RATIO SENSOR	123.96	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
4	MTR THERMOSTAT & GASKET	44.06	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
5	STIPS OIL PRESSURE SENSOR	86.96	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
6	NGK AIR FUEL RATIO SENSOR	137.60	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
7	ANTI FREEZE PRESTONE	44.00	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/02/23 02/17/23	17599	
	2016 DODGE CHARGER									
		746.48								
23-00112	02/06/23 CAR REPAIRS 1/25/23									
1	LUBE OIL AND FILTER	9.19	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/06/23 02/15/23	17605	
2	STOCK OIL	35.00	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/06/23 02/15/23	17605	
3	OIL FILTER	9.99	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/06/23 02/15/23	17605	
	2019 DODGE CHARGER									
		54.18								
23-00113	02/06/23 CAR REPAIRS 1/19/23									
1	REMOVE & REPLACE PASS AIRBAG	262.53	3-01-25-240-025			B Maint of Motor Vehicles-Police	R	02/06/23 02/15/23	17574	

ENGLISHTOWN BOROUGH
Bill List By Vendor Id

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Vendor #	Name	Contract	PO Type	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
PO #	PO Date Description											
Item Description												
ALL400	ALL CAR AUTO REPAIR LLC	Continued										
23-00113	02/06/23 CAR REPAIRS 1/19/23	Continued										
	2012 CHEVROLET TAHOE											
	Vendor Total:			13,734.72								
AME750	AMERICAN WEAR INC											
23-00092	02/02/23 DECEMBER UNIFORM RENTALS											
1	DECEMBER UNIFORM RENTALS	130.00	2-01-26-310-032			B Clothing & Uniforms-Building Gds	R	02/02/23	02/15/23		641000	N
2	DECEMBER FLOOR MAT RENTALS	22.50	2-01-26-310-024			B Maint of Build-Building Gds	R	02/02/23	02/15/23		641000	N
		152.50										
23-00100	02/04/23 JANUARY UNIFORM RENTALS											
1	JANUARY UNIFORM RENTALS	104.00	3-01-26-310-032			B Clothing & Uniforms-Building Gds	R	02/04/23	02/15/23		641000	N
2	JANUARY FLOOR MAT RENTALS	15.00	3-01-26-310-032			B Clothing & Uniforms-Building Gds	R	02/04/23	02/15/23		641000	N
		119.00										
	Vendor Total:			271.50								
ASB666	ASBURY PARK PRESS											
23-00050	01/26/23 LEGAL ADVERTISEMENTS											
1	2023 MEETING DATES	15.84	3-01-20-120-021			B Legal Advertising-Clerk	R	01/26/23	02/15/23		ASB-002095	N
2	AFFIDAVIT	35.00	3-01-20-120-021			B Legal Advertising-Clerk	R	01/26/23	02/15/23		ASB-002095	N
		50.84										
23-00120	02/11/23 ORDINANCE PUBLICATION 2023-01											
1	INTRO ORDINANCE 2023-01	71.28	3-01-20-120-021			B Legal Advertising-Clerk	R	02/11/23	02/15/23		ASB-002095	N
23-00123	02/11/23 LEGAL ADVERTISEMENTS											
1	2023 PLANNING BD PROF APPTS	10.56	3-01-21-180-021			B Legal Advertising-Planning Bd	R	02/11/23	02/15/23		ASB-002095	N
	PLANNING BOARD ATTORNEY											
	PLANNING BOARD ENGINEER											
2	AFFIDAVIT	35.00	3-01-21-180-021			B Legal Advertising-Planning Bd	R	02/11/23	02/15/23		ASB-002095	N
3	2023 PLANNING BD MEETING DATES	15.84	3-01-21-180-021			B Legal Advertising-Planning Bd	R	02/15/23	02/15/23		ASB-002095	N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice
ASB666 ASBURY PARK PRESS	23-00123 02/11/23 LEGAL ADVERTISEMENTS	Continued			B Legal Advertising-Planning Bd	R	02/15/23	02/15/23	ASB-002095
	4 AFFIDAVIT		35.00	3-01-21-180-021					N
			96.40						
	Vendor Total:		218.52						
ATL750 ATLANTIC TOMORROW'S OFFICE	23-00051 01/26/23 COPIES 10/1/22-12/31/22								
	1 COPIES 10/1/22-12/31/22		15.53	2-01-20-120-030	B Photocopy & Supplies-Clerk	R	01/26/23	02/15/23	476985
	2 COPIES 10/1/22-12/31/22		13.33	2-01-25-240-030	B Photocopy & Supplies-Police	R	01/26/23	02/15/23	476985
	3 SAVIN COLOR 10/1/22-12/31/22		10.01	2-01-20-130-030	B Photocopy & Supplies-Finance	R	01/26/23	02/15/23	476985
			38.87						
	Vendor Total:		488.00						
23-00063 01/27/23 SAVIN MAINTENANCE AGREEMENT									
	1 SAVIN SPC320DN 1/1-12/31/23	COLOR PRINTER	488.00	3-01-20-130-026	B Maint of Equip-Finance	R	01/27/23	02/15/23	476984
	Vendor Total:		526.87						
BRI400 BRICES AUTO SUPPLY	23-00134 02/14/23 VARIOUS SUPPLIES								
	1 7 TON VEHICLE STANDS		134.99	3-01-26-290-025	B Maint of Motor Vehicle-Roads	R	02/14/23	02/15/23	839254
	2 NAPA GOLD OIL FILTER		5.33	3-01-26-290-025	B Maint of Motor Vehicle-Roads	R	02/14/23	02/15/23	839254
	3 NAPA QUART 5w20		43.08	3-01-26-290-025	B Maint of Motor Vehicle-Roads	R	02/14/23	02/15/23	839254
	4 2.5 SQ FT CHAMOWIS		13.13	3-01-26-290-025	B Maint of Motor Vehicle-Roads	R	02/14/23	02/15/23	839254
			196.53						
	Vendor Total:		196.53						
BUS500 BUSINESS INFORMATION SYS INC	23-00081 01/31/23 RECORDING SYSTEM CONTRACT								
	1 RECORDING SYSTEM CONTRACT	LIBERTY DIGITAL RECORDING SYSTEM	1,045.00	3-01-43-490-026	B Maint of Equip-Court	R	01/31/23	02/15/23	92385
		HARDWARE/SOFTWARE SUPPORT							
	12/29/22-12/28/23								
	Vendor Total:		1,045.00						

Vendor # Name	PO # PO Date Description		Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chek Enc Date Date	Rcvd Date	Chk/Void Invoice	1099 Excl
CAB250 OPTIMUM									
	23-00135 02/15/23 POLICE IP ADDRESS 2/8-3/7/23			181.73	3-01-20-140-085	B Wireless Communication-Data Processing R	02/15/23 02/15/23	07864166034011 N	N
	1 POLICE IP ADDRESS 2/8-3/7/23								
	Vendor Total:			181.73					
CEN100 CENTRAL JERSEY IRRIGATION INC.									
	23-00052 01/26/23 VARIOUS PARTS			94.99	3-01-26-310-026	B Maint of Equip-Building Gds R	01/26/23 02/15/23	EPW011723 N	N
	1 MEYER OEM PUMP COVER SEAL			4.99	3-01-26-310-026	B Maint of Equip-Building Gds R	01/26/23 02/15/23	EPW011723 N	N
	2 MEYER COVER NYLITE SAM 3 PK			5.49	3-01-26-310-026	B Maint of Equip-Building Gds R	01/26/23 02/15/23	EPW011723 N	N
	3 MEYER OEM LIFT PISTON TOP			105.47					
	Vendor Total:			206.95					
CHR500 CHRISTINE ROBBINS								FINGERPRINT N	N
	23-00055 01/26/23 REIMBURSE FINGERPRINTING			44.13	3-01-20-100-096	B Fingerpringting-Gen Admin R	01/26/23 02/15/23	I65695 N	N
	1 REIMBURSE FINGERPRINTING								
	Vendor Total:			44.13					
COR400 CORBIN ELECTRICAL SERVICES INC									
	23-00065 01/27/23 ELECTRICAL WORK AT GARAGE			390.00	2-01-26-310-024	B Maint of Build-Building Gds R	01/27/23 02/15/23	I65695 N	N
	1 ELECTRICAL WORK AT GARAGE								
	Vendor Total:			390.00					
EDW500 EDMUNDS & ASSOCIATES								22-IN6479 N	N
	23-00059 01/27/23 SOFTWARE MAINTENANCE			3,687.92	3-01-20-140-082	B Edmunds-Data Processing R	01/27/23 02/15/23		
	1 2023 SOFTWARE MAINTENANCE								
	Vendor Total:			3,687.92					

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
FRE160 TOWNSHIP OF FREEHOLD	23-00035 01/15/23 IT SERVICES DECEMBER 2022	Continued							
	2 IT SERVICES DECEMBER 2022	70.00	2-01-20-140-086	B IT Services -Data Processing	R	01/15/23	02/15/23	23-00009	N
		1,700.00							
23-00093 02/02/23 IT SERVICES JANUARY 2023									
	1 IT SERVICES JANUARY 2023	1,770.00	3-01-42-105-021	B COMPUTER SERVICES-SHARED SERVICES OE	R	02/02/23	02/15/23	23-00092	N
	Vendor Total:	3,470.00							
FRH500 FREEHOLD REGIONAL HIGH SCHOOL									
	23-00073 01/27/23 SCHOOL TAX PAYMENT 2/2023								
	1 SCHOOL TAX PAYMENT 2/2023	84,830.00	3-01-55-999-005	B FREEHOLD REGIONAL SCHOOL TAX	R	01/27/23	02/15/23	FEB 2023	N
	Vendor Total:	84,830.00							
GOR500 GORDON'S CORNER WATER CO.									
	23-00097 02/04/23 BULK WATER USAGE JAN 2023								
	1 BULK WATER USAGE JAN 2023	1,032.44	3-05-55-502-069	B Purchase Water-Water	R	02/04/23	02/15/23	990006920	N
	Vendor Total:	1,032.44							
HFA555 HOLMAN, FRENIA, ALLISON, P.C.									
	23-00117 02/11/23 2022 AUDIT SERVICES		B						
	4 2022 AUDIT SERVICES	1,000.00	3-01-20-135-028	B Professional Services-Audit	R	02/11/23	02/15/23	54966	N
	AFS PREPARATION								
	5 2022 AUDIT SERVICES	250.00	3-05-55-502-082	B Auditor Prof Service-Water	R	02/11/23	02/15/23	54966	N
	6 2022 AUDIT SERVICES	250.00	3-07-55-502-082	B Auditor Prof Service-Sewer	R	02/11/23	02/15/23	54966	N
		1,500.00							
	Vendor Total:	1,500.00							
HOM250 HOME DEPOT/GECE									
	23-00053 01/26/23 VARIOUS SUPPLIES								
	1 VARIOUS SUPPLIES 12/1/22	125.82	3-01-26-310-024	B Maint of Build-Building Gds	R	01/26/23	02/15/23	2021090	N
	2 VARIOUS SUPPLIES 12/1/22	139.41	3-01-26-310-024	B Maint of Build-Building Gds	R	01/26/23	02/15/23	2613070	N
	3 VARIOUS SUPPLIES 12/12/22	6.22	3-01-26-310-024	B Maint of Build-Building Gds	R	01/26/23	02/15/23	1091613	N
	4 8 FT ALMOND TABLE 12/19/22	89.98	3-01-26-310-024	B Maint of Build-Building Gds	R	01/26/23	02/15/23	4510044	N

ENGLISHTOWN BOROUGH
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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
HOM250 HOME DEPOT/GECE	23-00053 01/26/23 VARIOUS SUPPLIES	5 LEAF RAKE 12/19/22	Continued 23.98 385.41	Continued	3-01-26-310-064	B Parks Maintenance-Building Gds	R	01/26/23	02/15/23		4510044	N
23-00090 02/02/23 VARIOUS SUPPLIES 1/2023	1 ALL WEATHER BLKTP PATCH		118.00	3-01-26-290-030		B Material & Supplies-Roads	R	02/02/23	02/15/23		7026517	N
	2 APOLLO LEVER A SCHLAGE CSV ELA		72.97	3-01-26-310-024		B Maint of Build-Building Gds	R	02/02/23	02/15/23		3512763	N
	3 JANITORIAL SUPPLIES		49.72	3-01-26-310-035		B Janitorial Supplies-Building Gds	R	02/02/23	02/15/23		5513787	N
			240.69									
		Vendor Total:	626.10									
HUB500 HUB ELECTRIC	23-00102 02/04/23 SERVICE CALL 1/27/23	1 SERVICE CALL 1/27/23	961.00	3-01-26-310-024		B Maint of Build-Building Gds	R	02/04/23	02/15/23		16544	N
		PERFORMED WORK ON LED SIGN										
		Vendor Total:	961.00									
JCP500 JCP&L	23-00126 02/11/23 MASTER ELECTRIC 11/29-12/27/22	1 MASTER ELECTRIC 11/29-12/27/22	1,139.81	3-01-31-430-000		B ELECTRICITY	R	02/11/23	02/15/23		200000022893	N
		2 MASTER ELECTRIC 11/29-12/27/22	216.95	3-05-55-502-071		B Electricity-Water	R	02/11/23	02/15/23		200000022893	N
			1,356.76									
	23-00136 02/15/23 MASTER ELECTRIC 12/28-1/27/23	1 MASTER ELECTRIC 12/28-1/27/23	3,439.76	3-05-55-502-071		B Electricity-Water	R	02/15/23	02/15/23		200000022893	N
		Vendor Total:	4,796.52									
JOE500 JOSEPH D. YOUSSEUF, ESQ	23-00104 02/04/23 LEGAL SERVICE 8/1-12/28/22	1 LEGAL SERVICE 8/1-12/28/22	16,067.02	2-01-20-155-027		B Legal Services-Legal	R	02/04/23	02/15/23		461	N
		2 LEGAL SERVICE 8/1-12/28/22	22.52	2-01-20-155-027		B Legal Services-Legal	R	02/04/23	02/15/23		461	N

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Bill List By Vendor Id

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
JOE500 JOSEPH D. YOUSSEF, ESQ	23-00104 02/04/23 LEGAL SERVICE 8/1-12/28/22	Continued									
	EXPENSES	16,089.54									
	Vendor Total:	16,089.54									
JRH500 J.R. HENDERSON LABS, INC	23-00133 02/14/23 MONTHLY LAB TEST 1/23										
	1 MONTHLY LAB TEST 1/12/23	400.00		3-05-55-502-067	B Lab Reports-Water	R	02/14/23	02/15/23		60795	N
	Vendor Total:	400.00									
LAN300 LANGUAGE SERVICES ASSOCIATES	23-00049 01/26/23 INTERPRETING SERVICE 12/22										
	1 INTERPRETING SERVICE 12/22	33.60		2-01-43-490-102	B Court Interpreter-Court	R	01/26/23	02/15/23		S-INNV018933	N
	Vendor Total:	33.60									
LAN666 LAWYERS DIARY & MANUAL	22-00549 08/01/22 2023 NJ LAWYERS DIARY										
	1 NJ LAWYERS DIARY FOR 2023	125.25		2-01-43-490-033	B Books & Publications-Court	R	08/01/22	02/15/23		550932644	N
	2 SHIPPING	10.00		2-01-43-490-033	B Books & Publications-Court	R	08/01/22	02/15/23		550932644	N
		135.25									
	Vendor Total:	135.25									
MAN142 MANALAPAN/ENGLISHTOWN REG. SCH	23-00074 01/27/23 SCHOOL TAX PAYMENT 2/2023										
	1 SCHOOL TAX PAYMENT 2/2023	236,395.30		3-01-55-999-010	B MAN-ENG SCHOOL TAX	R	01/27/23	02/15/23		FEB 2023	N
	Vendor Total:	236,395.30									
MAN710 MANALAPAN/ENGLISHTOWN BD OF ED	23-00084 01/31/23 GASOLINE 11/2022										
	1 GASOLINE 11/2022	2,442.42		2-01-31-447-000	B GASOLINE	R	01/31/23	02/15/23		23-39	N

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice	1099	Excl
MAN710 MANALAPAN/ENGLISHTOWN BD OF ED	23-00085 01/31/23 GASOLINE 12/2022	1 GASOLINE 12/2022	1,871.07	2-01-31-447-000	B GASOLINE	R	01/31/23	02/15/23			23-49	N	
23-00131 02/14/23 GASOLINE 1/2023	1 GASOLINE 1/2023		1,494.70	3-01-31-447-000	B GASOLINE	R	02/14/23	02/15/23			23-60	N	
	Vendor Total:		5,808.19										
MAN750 MANALAPAN HARDWARE	23-00061 01/27/23 VARIOUS SUPPLIES	1 SINGLE SIDED KEY	46.80	3-01-26-310-024	B Maint of Builtd-Builing Gds	R	01/27/23	02/15/23			8354890	N	
		4 ACID MURIATIC ACID 1 GAL	39.96	3-01-26-310-024	B Maint of Builtd-Builing Gds	R	01/27/23	02/15/23			8381159	N	
		5 VARIOUS SUPPLIES	106.90	3-01-26-310-024	B Maint of Builtd-Builing Gds	R	01/27/23	02/15/23			8403848	N	
	Vendor Total:		193.66										
MAN500 COLLIER'S ENG & DESIGN, INC	22-00450 06/18/22 GPS & GIS PROGRAM SERVICES	6 GPS & GIS PROGRAM SERVICES	3,011.25	2-05-55-511-500	B CAPITAL OUTLAY-Water	R	06/18/22	02/15/23			817404	N	
		kick off project and setting up new datasets 85.60% complete											
22-00610 08/29/22 2022 ENG DESIGN/INSP RD PROJEC	6 2022 ENG DESIGN/INSP RD PROJEC	8% CONSTRUCTION ADMIN/INSPECTION	2,787.00	C-04-55-196-100	B ROAD IMPROVEMENTS (2022-07)-CY 2022	R	08/29/22	02/15/23			813097	N	
23-00067 01/27/23 PLAN ESCROW-AMBE 1/13/23	1 PLAN ESCROW-AMBE 1/13/23		310.00	T-15-56-853-705	B PLAN ESC-AMBE HOLDING, LLC (52841)	R	01/27/23	02/15/23			813111	N	
23-00068 01/27/23 GENERAL ENGINEERING 1/13/2023	1 GENERAL ENGINEERING 1/13/23	Attend monthly meeting w/County re: Weamaconk Lake Dam Review Weamaconk Lake Dam report, check status with DEP Review Master Plan with Mayor, Planner	387.50	3-01-20-165-028	B Professional Services-Engineer	R	01/27/23	02/15/23			813089	N	

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/chk	First Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
MYC500 MY CORPORATE HOSTING SOLUTIONS	23-00056 01/26/23 ANNUAL WEBSITE HOSTING	QUOTE# 336		Continued						
			722.50							
		Vendor Total:	722.50							
NJG333 NJ NATURAL GAS CO.	23-00137 02/15/23 NATURAL GAS 1/4-2/2/23	1 NATURAL GAS 1/4-2/2/23	167.19	3-01-31-446-000	B NATURAL GAS	R	02/15/23 02/15/23		220006345632	N
23-00138 02/15/23 NATURAL GAS 1/4-2/2/23	1 NATURAL GAS 1/4-2/2/23		568.66	3-01-31-446-000	B NATURAL GAS	R	02/15/23 02/15/23		22000634564Y	N
23-00139 02/15/23 NATURAL GAS 1/4-2/2/23	1 NATURAL GAS 1/4-2/2/23		53.22	3-05-55-502-083	B Natural Gas-Water	R	02/15/23 02/15/23		220018044757	N
23-00140 02/15/23 NATURAL GAS 1/4-2/2/23	1 NATURAL GAS 1/4-2/2/23		358.84	3-01-31-446-000	B NATURAL GAS	R	02/15/23 02/15/23		10344841305Y	N
		Vendor Total:	1,147.91							
NJL500 NJ STATE LEAGUE OF MUNICIPALIT	23-00048 01/19/23 CLASSIFIED AD	1 MUNICIPAL CLERK CLASSIFIED AD	115.00	3-01-20-120-021	B Legal Advertising-Clerk	R	01/19/23 02/15/23		5018250	N
		Vendor Total:	115.00							
ONE250 ONE CALL CONCEPTS, INC.	23-00114 02/06/23 MARKS OUT JANUARY 2023	1 MARKS OUT JANUARY 2023	10.01	3-05-55-502-029	B Contractua Services-Water	R	02/06/23 02/15/23		3015074	N
		Vendor Total:	10.01							

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
OXF500 OXFORD CROSSING CONDO ASSOC.											
23-00058 01/27/23 SNOW REIMBURSEMENT 2021		219.41		T-12-56-853-001	B SNOW Removal/Storm Recovery-Materials	R	01/27/23	02/15/23		2021 SNOW REIMB	N
1 SNOW REIMBURSEMENT 2021											
Vendor Total:		219.41									
PLO500 PLOSLIA COHEN, LLC											
23-00019 01/15/23 LEGAL SERVICE 12/2022		1,635.00		2-01-20-155-027	B Legal Services-Legal	R	01/15/23	02/15/23		53092	N
1 LEGAL SERVICE 12/2022											
23-00091 02/02/23 LEGAL SERVICE 9/22,10/22,11/23		225.00		2-01-20-155-027	B Legal Services-Legal	R	02/02/23	02/15/23		52999	N
1 LEGAL SERVICE 9/2022		600.00		2-01-20-155-027	B Legal Services-Legal	R	02/02/23	02/15/23		53034	N
2 LEGAL SERVICE 10/2022		765.00		3-01-20-155-027	B Legal Services-Legal	R	02/02/23	02/15/23		53124	N
3 LEGAL SERVICE 1/2023		1,590.00									
Vendor Total:		3,225.00									
STG333 STIGSMONDI GREENHOUSES III											
23-00099 02/04/23 LEAVES/BRUSH 1/2023		53.23		G-02-40-756-011	B Recycling Tonnage Grant-2014	R	02/04/23	02/15/23		1025	N
1 LEAVES/BRUSH 1/2023		446.77		G-02-40-756-012	B Recycling Tonnage Grant-2015	R	02/04/23	02/15/23		1025	N
2 LEAVES/BRUSH 1/2023		500.00									
Vendor Total:		500.00									
STA450 STAPLES BUSINESS ADVANTAGE											
22-00920 12/31/22 OFFICE SUPPLIES		221.36		2-05-55-502-036	B Office Supplies-Water	R	12/31/22	02/15/23		3527046544	N
1 TONER CARTRIDGE 58A		1.50		2-01-20-145-036	B Office Supplies-Tax Coll	R	12/31/22	02/15/23		3527046544	N
2 SMALL FINGER PAD		71.98		2-01-20-130-036	B Office Supplies-Finance	R	12/31/22	02/15/23		3527046544	N
3 AVERY 3" BINDERS		191.99		2-01-25-240-036	B Office Supplies-Police	R	12/31/22	02/15/23		3527046544	N
4 TONER CARTRIDGE 507X BLACK		217.97		2-01-25-240-036	B Office Supplies-Police	R	12/31/22	02/15/23		3527046544	N
5 TONER CARTRIDGE 507A YELLOW		217.97		2-01-25-240-036	B Office Supplies-Police	R	12/31/22	02/15/23		3527046544	N
6 TONER CARTRIDGE 507A MAGENTA		217.97		2-01-25-240-036	B Office Supplies-Police	R	12/31/22	02/15/23		3527046544	N
7 TONER CARTRIDGE 507A CYAN		1,140.74			B Office Supplies-Police	R	12/31/22	02/15/23		3527046544	N

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Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
STA715 STATE TOXICOLOGY LABORATORY	23-00101 02/04/23 MANDATORY DRUG TESTING	1 APPLICANT DRUG TEST 2/2/22		90.00	2-01-25-240-096	B Psychological/Medical Exam-Police	R	02/04/23	02/15/23		221001046,47	N
	Vendor Total:			90.00								
SUB500 SUBURBAN DISPOSAL INC.	23-00115 02/06/23 GARBAGE COLLECTION 1/2023	1 GARBAGE COLLECTION 1/2023		15,583.33	3-09-55-502-029	B Contractual Services-Solid Waste	R	02/06/23	02/15/23		9275	N
	2 TONNAGE 1/2023			6,323.86	3-09-55-502-029	B Contractual Services-Solid Waste	R	02/06/23	02/15/23		9275	N
	3 TONNAGE 1/2023			229.68	3-01-32-465-000	B RECYCLING TAX (NJSA 13:IE-96.5)	R	02/06/23	02/15/23		9275	N
	4 RECYCLING COLLECTION 1/2023			5,500.00	3-01-26-307-078	B Disposal Costs-Recycling	R	02/06/23	02/15/23		9275	N
	5 BULKY COLLECTION 1/2023			0.00	3-09-55-502-029	B Contractual Services-Solid Waste	R	02/06/23	02/15/23		9275	N
	6 FIRE DEPT 1/2023			122.00	3-09-55-502-029	B Contractual Services-Solid Waste	R	02/06/23	02/15/23		9275	N
	7 CREDIT			800.00	3-09-55-502-029	B Contractual Services-Solid Waste	R	02/06/23	02/15/23		9275	N
	Vendor Total:			26,958.87								
TID500 TIDBURY CREEK FARM NURSERY	22-00727 10/16/22 FLOWERS	1 MUMS		300.00	2-01-26-310-064	B Parks Maintenance-Building Gds	R	10/16/22	02/15/23		230211900	N
	23-00125 02/11/23 FLOWERS	1 FLOWERS		106.98	3-01-26-310-064	B Parks Maintenance-Building Gds	R	02/11/23	02/15/23		20221019CV	N
	Vendor Total:			406.98								
TRY500 TRYSTONE CAPITAL ASSETS, LLC	23-00105 02/04/23 REDEMPTION CERT# 22-00001	1 REDEMPTION CERT# 22-00001		3,351.82	3-01-55-999-055	B THIRD PARTY LIEN	R	02/04/23	02/15/23		B1,L4.04	N
	Tracking Id: 1099 INTEREST INCOME											
	BLOCK 1, LOT 4.04											
	39 LASATTA AVENUE											
	2 PREMIUM			14,800.00	3-01-55-999-056	B PREMIUM ON TAX SALE	R	02/04/23	02/15/23		B1,L4.04	N
	Vendor Total:			18,151.82								

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Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Chk/Void	Invoice	Excl
TRY500 TRYSTONE CAPITAL ASSETS, LLC	23-00106 02/04/23 REDEMPTION CERT# 22-00017	1 REDEMPTION CERT# 22-00017	Continued	1,529.45	3-01-55-999-055	B THIRD PARTY LIEN	R	02/04/23	02/15/23		B6, L14, 58, C58	N
	Tracking Id: 1099	INTEREST INCOME										
	BLOCK 6, LOT 14.58 C58											
	58 OXFORD COURT											
	2 PREMIUM			5,800.00	3-01-55-999-056	B PREMIUM ON TAX SALE	R	02/04/23	02/15/23		B6, L14, 58, C58	N
				7,329.45								
23-00142 02/17/23 REDEMPTION CERT# 22-00010	1 REDEMPTION CERT# 22-00010	INTEREST INCOME		556.05	3-01-55-999-055	B THIRD PARTY LIEN	R	02/17/23	02/17/23		B4, L4	N
	Tracking Id: 1099											
	BLOCK 4, LOT 4											
	14 W. DEY STREET											
	2 PREMIUM			2,200.00	3-01-55-999-056	B PREMIUM ON TAX SALE	R	02/17/23	02/17/23		B4, L4	N
				2,756.05								
	Vendor Total:			28,237.32								
USPS500 U.S. POSTAL SERVICE	23-00143 02/17/23 #10 ENVELOPES WINDOW W/POSTAGE	1 #10 ENVELOPES WINDOW W/POSTAGE		338.85	3-05-55-502-022	B Postage-Water	R	02/17/23	02/17/23		P21388271	N
	2 SHIPPING			11.90	3-05-55-502-022	B Postage-Water	R	02/17/23	02/17/23		P21388271	N
				350.75								
	Vendor Total:			350.75								
VIO500 VIOLETTA GRZANKO	23-00122 02/11/23 2022 MILEAGE REIMBURSEMENT	1 2022 MILEAGE REIMBURSEMENT		102.93	2-05-55-502-045	B Travel/Mileage Reimb-Water	R	02/11/23	02/15/23		2022 MILEAGE	N
	Vendor Total:			102.93								
ZB0500 Z-BOROUGH OF ENGLISHTOWN	23-00127 02/12/23 PAYROLL 2/15/23	1 PAYROLL 2/15/23		0.00	3-01-20-120-011	B Full Time S&W-Clerk	H	02/12/23	02/15/23		2/15/23	N
	2 PAYROLL 2/15/23			2,044.09	3-01-20-130-011	B Full Time S&W-Finance	H	02/12/23	02/15/23		2/15/23	N
	3 PAYROLL 2/15/23			520.20	3-01-20-145-011	B Full Time S&W-Tax Collection	H	02/12/23	02/15/23		2/15/23	N

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Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
ZB0500 Z-BOROUGH OF ENGLISHTOWN	23-00127 02/12/23 PAYROLL 2/15/23	Continued									
4 PAYROLL 2/15/23	625.00	3-01-20-150-011			B Full Time S&W-Tax Assessor	H	02/12/23	02/15/23	2/15/23		N
5 PAYROLL 2/15/23	173.40	3-01-21-180-011			B Full Time S&W-Planning Bd	H	02/12/23	02/15/23	2/15/23		N
6 PAYROLL 2/15/23	913.53	3-01-22-200-011			B Full Time S&W-Code Enforcement	H	02/12/23	02/15/23	2/15/23		N
7 PAYROLL 2/15/23	22,686.24	3-01-25-240-011			B Full Time S&W-Police	H	02/12/23	02/15/23	2/15/23		N
8 PAYROLL 2/15/23	5,205.16	3-01-25-240-014			B Overtime-Police	H	02/12/23	02/15/23	2/15/23		N
9 PAYROLL 2/15/23	0.00	3-01-25-240-012			B Special Officer-Police	H	02/12/23	02/15/23	2/15/23		N
10 PAYROLL 2/15/23	1,246.17	3-01-25-265-011			B Shared Service S&W-Fire Official	H	02/12/23	02/15/23	2/15/23		N
11 PAYROLL 2/15/23	615.60	3-01-26-290-011			B Full Time S&W-Roads	H	02/12/23	02/15/23	2/15/23		N
12 PAYROLL 2/15/23	315.00	3-01-26-310-011			B Full Time S&W-Building Gds	H	02/12/23	02/15/23	2/15/23		N
13 PAYROLL 2/15/23	3,178.69	3-01-43-490-011			B Full Time S&W-Court	H	02/12/23	02/15/23	2/15/23		N
14 PAYROLL 2/15/23	1,140.00	3-01-43-490-013			B Part Time S&W-Court	H	02/12/23	02/15/23	2/15/23		N
15 PAYROLL 2/15/23	350.00	3-01-25-275-011			B Full Time S&W-Prosecutor	H	02/12/23	02/15/23	2/15/23		N
16 PAYROLL 2/15/23	3,327.93	3-05-55-501-011			B Full Time S&W-Water	H	02/12/23	02/15/23	2/15/23		N
17 PAYROLL 2/15/23	2,540.90	3-07-55-501-011			B Full Time S&W-Sewer	H	02/12/23	02/15/23	2/15/23		N
18 PAYROLL 2/15/23	9,960.00	T-12-56-850-011			B Off Duty Police-Full Time S&W	H	02/12/23	02/15/23	2/15/23		N
19 PAYROLL 2/15/23	171.60	G-02-40-750-021			B Clean Community Program-2021	H	02/12/23	02/15/23	2/15/23		N
	55,013.51										
23-00128 02/12/23 BORO SHARE OF TAXES 2/15/23											
1 BORO SHARE OF TAXES 2/15/23	1,224.72	3-01-36-472-000			B SOCIAL SECURITY	H	02/12/23	02/15/23	2/15/23		N
2 BORO SHARE OF TAXES 2/15/23	254.59	3-05-55-541-500			B SOCIAL SECURITY-Water	H	02/12/23	02/15/23	2/15/23		N
3 BORO SHARE OF TAXES 2/15/23	194.38	3-07-55-541-500			B SOCIAL SECURITY-Sewer	H	02/12/23	02/15/23	2/15/23		N
4 BORO SHARE OF TAXES 2/15/23	144.42	T-12-56-850-112			B Off Duty Police-Admin/Soc Sec	H	02/12/23	02/15/23	2/15/23		N
5 BORO SHARE OF TAXES 2/15/23	0.00	T-12-56-851-028			B Public Defender - Prof Serv	H	02/12/23	02/15/23	2/15/23		N
	1,818.11										
23-00129 02/12/23 DCRP 02/15/23											
1 DCRP 02/15/23	93.00	3-01-36-477-000			B DEFINED CONTRIBUTION RETIREMENT PROGRAM	H	02/12/23	02/15/23	2/15/23		N
23-00130 02/12/23 EMPLOYER GTL & LTD 2/15/23											
1 DCRP 2/15/23	32.55	3-01-23-220-090			B Insurance & Surety Bonds-Insur	H	02/12/23	02/15/23	2/15/23		N
Vendor Total:	56,957.17										

Total Purchase Orders: 79 Total P.O. Line Items: 182 Total List Amount: 517,469.87 Total Void Amount: 0.00

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Item	Description											Enc	Date	Date		Excl

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Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
2022 CURRENT FUND	2-01	37,620.54	0.00	37,620.54	0.00	0.00	37,620.54
2022 WATER OPERATING FUND	2-05	3,467.68	0.00	3,467.68	0.00	0.00	3,467.68
Year Total:		41,088.22	0.00	41,088.22	0.00	0.00	41,088.22
2023 CURRENT FUND	3-01	387,081.39	40,363.35	427,444.74	0.00	0.00	427,444.74
2023 WATER OPERATING FUND	3-05	5,834.69	3,582.52	9,417.21	0.00	0.00	9,417.21
2023 SEWER OPERATING FUND	3-07	267.68	2,735.28	3,002.96	0.00	0.00	3,002.96
2023 SOLID WASTE OPERATING FUND	3-09	21,229.19	0.00	21,229.19	0.00	0.00	21,229.19
Year Total:		414,412.95	46,681.15	461,094.10	0.00	0.00	461,094.10
GENERAL CAPITAL TRUST FUND	C-04	2,787.00	0.00	2,787.00	0.00	0.00	2,787.00
GRANT FUND	G-02	500.00	171.60	671.60	0.00	0.00	671.60
REGULAR TRUST FUND	T-12	1,178.77	10,104.42	11,283.19	0.00	0.00	11,283.19
UNEMPLOYMENT TRUST FUND	T-13	235.76	0.00	235.76	0.00	0.00	235.76
ESCROW TRUST FUND	T-15	310.00	0.00	310.00	0.00	0.00	310.00
Year Total:		1,724.53	10,104.42	11,828.95	0.00	0.00	11,828.95
Total of All Funds:		460,512.70	56,957.17	517,469.87	0.00	0.00	517,469.87

Labor Cost Detail

Account: 130	FINANCE				
ERYAN-HAWILEH SYLVIA			Employee Total:	286.11	
Earnings: REGULAR	286.11				
FINGER LAURIE B			Employee Total:	715.27	
Earnings: REGULAR	715.27				
RYZOFF JODI			Employee Total:	1,042.71	
Earnings: REGULAR	1,042.71				
Account: 130	FINANCE		Entries:	3	Account Total: 2,044.09
Earnings: REGULAR	2,044.09				
Account: 145	TAX COLLECTOR		Employee Total:	520.20	
ELLISON CONSETTA V					
Earnings: REGULAR	520.20				
Account: 145	TAX COLLECTOR		Entries:	1	Account Total: 520.20
Earnings: REGULAR	520.20				
Account: 150	TAX ASSESSOR		Employee Total:	625.00	
FITZPATRICK MARK J					
Earnings: REGULAR	625.00				
Account: 150	TAX ASSESSOR		Entries:	1	Account Total: 625.00
Earnings: REGULAR	625.00				

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular Schedule: 1

Labor Cost Detail

Account: 180	PLANNING	Employee Total:	173.40	
HECHT CELIA S				
Earnings: REGULAR	173.40	Entries: 1	Account Total:	173.40
Account: 180	PLANNING			
Earnings: REGULAR	173.40			
Account: 200	CODE ENFORCEMENT	Employee Total:	613.53	
MARINI JOHN J				
Earnings: REGULAR	613.53	Employee Total:	300.00	
MARR JR KENNETH				
Earnings: REGULAR	300.00	Entries: 2	Account Total:	913.53
Account: 200	CODE ENFORCEMENT			
Earnings: REGULAR	913.53			
Account: 240	POLICE	Employee Total:	2,124.21	
BUCKEL CYNTHIA				
Earnings: REGULAR	2,124.21	Employee Total:	5,355.78	
COOKE JR PETER S				
Earnings: REGULAR	5,355.78	Employee Total:	3,700.71	
DINICOLA ALEXANDER M				
Earnings: REGULAR	3,700.71	Employee Total:	2,027.31	
GARIFALOS MICHAEL J				
Earnings: REGULAR	2,027.31			

0539 Borough of Englishtown
Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular

Labor Cost Detail

Continued

Account: 240	POLICE		
MARTINSON TREVOR			
Earnings: REGULAR	3,700.71	Employee Total:	3,700.71
MCCLEAREN DYLAN J			
Earnings: REGULAR	2,124.21	Employee Total:	2,124.21
ZAPORA SCOTT I			
Earnings: REGULAR	3,653.31	Employee Total:	3,653.31
Account: 240	POLICE	Entries:	7 Account Total:
Earnings: REGULAR	22,686.24		22,686.24

Account: 241	POLICE OT		
BUCKEL CYNTHIA			
Earnings: OVERTIME	737.88	Employee Total:	737.88
DINICOLA ALEXANDER M			
Earnings: OVERTIME	1,076.26	Employee Total:	1,076.26
GARIFALOS MICHAEL J			
Earnings: OVERTIME	597.78	Employee Total:	597.78
MARTINSON TREVOR			
Earnings: OVERTIME	433.49	Employee Total:	433.49
MCCLEAREN DYLAN J			
Earnings: OVERTIME	1,149.72	Employee Total:	1,149.72

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular Schedule: 1

Labor Cost Detail

		Continued			
Account: 241	POLICE OT	Employee Total:	1,210.03	Entries:	5,205.16
ZAPORA SCOTT I					
Earnings:	OVERTIME		1,210.03		
Account: 241	POLICE OT				
Earnings:	OVERTIME		5,205.16		
Account: 265	FIRE	Employee Total:	204.51		
MARINI JOHN J					
Earnings:	REGULAR		204.51		
MILLER EDWARD					
Earnings:	REGULAR		1,041.66		
Account: 265	FIRE	Entries:	2	Account Total:	1,246.17
Earnings:	REGULAR		1,246.17		
Account: 290	ROAD	Employee Total:	428.40		
REYNOLDS MICHAEL E					
Earnings:	REGULAR		428.40		
WALKER EDWARD C					
Earnings:	REGULAR		187.20		
Account: 290	ROAD	Entries:	2	Account Total:	615.60
Earnings:	REGULAR		615.60		

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular

Labor Cost Detail

Account:	310	BIDG/GDS	Employee Total:	214.20
REYNOLDS MICHAEL E				
Earnings:	REGULAR	214.20		
WALKER EDWARD C				
Earnings:	REGULAR	100.80		
Account: 310			Entries:	2 Account Total: 315.00
Earnings:	REGULAR	315.00		
Account: 490				
KELLY RICHARD				
Earnings:	REGULAR	350.00		
LANGLOIS LISA A				
Earnings:	REGULAR	2,286.64		
NEWMAN JAMES M				
Earnings:	REGULAR	892.05		
SIMINSON LESLIE A				
Earnings:	REGULAR	1,060.00		
SPICUZZA KAREN				
Earnings:	REGULAR	80.00		
Account: 490			Entries:	5 Account Total: 4,668.69
Earnings:	REGULAR	4,668.69		

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular Schedule: 1

Labor Cost Detail

Account: 500	WATER		
ERYAN-HAWLEIGH SYLVIA			
Earnings: REGULAR	130.05	Employee Total:	130.05
FINGER LAURIE B			
Earnings: REGULAR	325.13	Employee Total:	325.13
GRZANKO VIOLETTA			
Earnings: REGULAR	660.00	Employee Total:	660.00
MASTROKALOS JAMES			
Earnings: REGULAR	736.79	Employee Total:	736.79
REYNOLDS MICHAEL E			
Earnings: REGULAR	714.00	Employee Total:	714.00
RYZOFF JODI			
Earnings: REGULAR	473.96	Employee Total:	473.96
WALKER EDWARD C			
Earnings: REGULAR	288.00	Employee Total:	288.00
Account: 500	WATER	Entries:	7
Earnings: REGULAR	3,327.93	Account Total:	3,327.93

Account: 700	SEWER		
ERYAN-HAWLEIGH SYLVIA			
Earnings: REGULAR	104.04	Employee Total:	104.04

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular

Labor Cost Detail

Continued

Account: 700	SEWER			Employee Total:	260.10
FINGER LAURIE B					
Earnings: REGULAR		260.10		Employee Total:	660.00
GRZANKO VIOLETTA					
Earnings: REGULAR		660.00		Employee Total:	736.79
MASTROKALOS JAMES					
Earnings: REGULAR		736.79		Employee Total:	285.60
REYNOLDS MICHAEL E					
Earnings: REGULAR		285.60		Employee Total:	379.17
RYZOFF JODI					
Earnings: REGULAR		379.17		Employee Total:	115.20
WALKER EDWARD C					
Earnings: REGULAR		115.20			
Account: 700	SEWER			Entries:	7 Account Total: 2,540.90
Earnings: REGULAR		2,540.90			
Account: 810	OFF DUTY			Employee Total:	360.00
BUCKEL CYNTHIA					
Earnings: SPC DUTY		360.00		Employee Total:	5,280.00
COOKE JR PETER S					
Earnings: SPC DUTY		5,280.00			

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular Schedule: 1

Labor Cost Detail

Continued

OFF DUTY

Account: 810

Employee Total: 1,440.00

DINICOLA ALEXANDER M

Earnings: SPC DUTY 1,440.00

Employee Total: 2,160.00

MARTINSON TREVOR

Earnings: SPC DUTY 2,160.00

Employee Total: 720.00

ZAPORA SCOTT I

Earnings: SPC DUTY 720.00

9,960.00

Entries: 5

Account Total:

OFF DUTY

Account: 810

Earnings: SPC DUTY 9,960.00

CLEAN COMMUNITIES

Account: 835

Employee Total: 142.80

REYNOLDS MICHAEL E

Earnings: REGULAR 142.80

Employee Total: 28.80

WALKER EDWARD C

Earnings: REGULAR 28.80

171.60

Entries: 2

Account Total:

CLEAN COMMUNITIES

Account: 835

Earnings: REGULAR 171.60

0539 Borough of Englishtown

Run: 05392303 Pay Date: Wednesday 2/15/23 Pay Period: 03 Type: Regular Schedule: 1

Labor Cost Detail

Grand Totals				Entries:	53	Grand Total:	55,013.51
Earnings:	REGULAR	39,848.35	OVERTIME	5,205.16	SPC DUTY	9,960.00	✓

ENGLISHTOWN BOROUGH
Bill List By Vendor Id

February 11, 2023
03:23 PM

P.O. Type: All									
Range: First to Last									
Format: Detail with Line Item Notes									
Vendor #	Name	PO #	PO Date	Description	Amount	Contract	PO Type	Acct Type	Description
Item Description						Charge Account			
CEN875 CENTRAL JERSEY HEALTH INSURANC									
23-00086	01/31/23 DENTAL INSURANCE	JANUARY 2023							
1	DENTAL INSURANCE	JANUARY 2023	684.45	3-01-23-220-021					
2	DENTAL INSURANCE	JANUARY 2023	189.54	3-05-55-502-092					
3	DENTAL INSURANCE	JANUARY 2023	179.01	3-07-55-502-092					
			1,053.00						
Vendor Total:					1,053.00				
COU375 MONMOUTH CTY TREAS-HEALTH TAX									
23-00071	01/27/23 COUNTY HEALTH TAX	2/15/23							
1	1ST QTR 2023 COUNTY HEALTH TAX		3,036.76	3-01-55-999-030					
2	HEALTH TAXES ADDED & OMITTED		33.36	3-01-55-999-030					
			3,070.12						
Vendor Total:					3,070.12				
COU500 MONMOUTH CTY TREAS-LIBRARY TAX									
23-00070	01/27/23 COUNTY LIBRARY TAX	2/15/23							
1	1ST QUARTER 2023 LIBRARY TAX		11,076.80	3-01-55-999-030					
2	LIBRARY TAXES ADDED & OMITTED		115.73	3-01-55-999-030					
			11,192.53						
Vendor Total:					11,192.53				
COU750 MONMOUTH CTY TREAS-OPEN SPACE									
23-00072	01/27/23 COUNTY OPEN SPACE TAX	2/15/23							
1	1ST QTR 2023 COUNTY OPEN SPACE		19,096.50	3-01-55-999-030					
2	OS TAXES ADDED & OMITTED		189.94	3-01-55-999-030					
			19,286.44						
Vendor Total:					19,286.44				

Open: N
Rcvd: Y
Bid: Y

Paid: N
Held: Y
State: Y

Void: N
Apv: N
Other: Y

Exempt: Y

Stat/Chk
Enc Date
First Rcvd
Date Invoice
1099 Excl

1496
1496
1496

1ST QTR 2023
ADDED/OMITTED
N

1ST QTR 2023
ADDED/OMITTED
N

1ST QTR 2023
ADDED/OMITTED
N

ENGLISHTOWN BOROUGH
Bill List By Vendor Id

February 11, 2023
03:23 PM

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
C0875 MONMOUTH CTY TREAS-COUNTY TAX	23-00069 01/27/23 COUNTY TAXES 2/15/23	147,384.44	3-01-55-999-030	B COUNTY TAX PAYABLE	R	01/27/23	02/11/23		1ST QTR 2023	N
	1 1ST QUARTER 2023 COUNTY TAX	1,510.49	3-01-55-999-030	B COUNTY TAX PAYABLE	R	01/27/23	02/11/23		ADDED/OMITTED	N
	2 COUNTY TAXES ADDED & OMITTED	148,894.93								
	Vendor Total:	148,894.93								
JCP500 JCP&L	23-00094 02/03/23 STREET LIGHT 1/18-02/02/23	2,312.65	3-05-55-502-071	B Electricity-Water	R	02/03/23	02/11/23		100011338785	N
	1 STREET LIGHT 1/18-02/02/23	2,312.65	3-05-55-502-071	B Electricity-Water	R	02/03/23	02/11/23		100011338785	N
23-00107 02/06/23 DPW ELECTRIC 12/24-01/26/23	1 DPW ELECTRIC 12/24-01/26/23	276.38	3-01-31-430-000	B ELECTRICITY	R	02/06/23	02/11/23		100022994170	N
23-00108 02/06/23 GORDONS CORNER 12/28-1/27/23	1 GORDONS CORNER 12/28-1/27/23	50.47	3-01-31-435-000	B STREET LIGHTING	R	02/06/23	02/11/23		100070320666	N
23-00109 02/06/23 SANFORD PARK 12/28-01/27/2023	1 SANFORD PARK 12/28-01/27/2023	78.81	3-01-31-430-000	B ELECTRICITY	R	02/06/23	02/11/23		100109580363	N
23-00110 02/06/23 TENNENT AVE 12/24-01/26/2023	1 TENNENT AVE 12/24-01/26/2023	5.54	3-05-55-502-071	B Electricity-Water	R	02/06/23	02/11/23		100107126235	N
	Vendor Total:	2,723.85								
NJSHBP NJ STATE HEALTH BENEFITS PRGM	23-00103 02/04/23 HEALTH INSURANCE 2/2023	13,584.12	3-01-23-220-021	B Group Insurance-Insurance	H	02/04/23	02/11/23		045000	N
	1 HEALTH INSURANCE 2/2023	3,761.76	3-05-55-502-092	B Medical Insurance-Water	H	02/04/23	02/11/23		045000	N
	2 HEALTH INSURANCE 2/2023	3,552.77	3-07-55-502-092	B Medical Insurance-Sewer	H	02/04/23	02/11/23		045000	N
	3 HEALTH INSURANCE 2/2023	1,675.88	2-01-23-220-021	B Group Insurance-Insurance	H	02/04/23	02/11/23		045000	N
	4 HEALTH INSURANCE 2/2023									
	RZOFF 12/2022	22,574.53								
	Vendor Total:	22,574.53								

ENGLISHTOWN BOROUGH
Bill List By Vendor Id

February 11, 2023
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Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/chk	First Rcvd Date Date	Chk/Void Date	Invoice	1099 Excl
SPE500 SPECTROTEL	23-00083 01/31/23 TELEPHONE CIRCUITS JAN 2023									
	1 TELEPHONE CIRCUITS JAN 2023		806.36	3-05-55-502-076	B Telephone-Water	R	01/31/23	02/11/23	136480	N
			806.36	3-01-31-440-000	B TELEPHONE					
	ACCOUNT #136480		1,612.72							
	Vendor Total:		1,612.72							
VER500 VERIZON WIRELESS	23-00095 02/03/23 CODE WIRELESS 12/16/22-1/15/23									
	1 CODE WIRELESS 12/16-01/15-23		38.01	3-01-20-140-085	B Wireless Communication-Data Processing	R	02/03/23	02/11/23	582596793-000002	N
	23-00116 02/08/23 WATER PLANT 12/31-01/30/23									
	1 WATER PLANT 12/31-01/30/23		40.01	3-05-55-502-076	B Telephone-Water	R	02/08/23	02/11/23	44227065600001	N
	Vendor Total:		78.02							
VER600 VERIZON WIRELESS PD	23-00096 02/03/23 CDPD WIRELESS 12/16-01/15/23									
	1 CDPD WIRELESS 12/16-01/15/23		266.09	3-01-20-140-085	B Wireless Communication-Data Processing	R	02/03/23	02/11/23	582596793-000001	N
	Vendor Total:		266.09							
Total Purchase Orders:			15	Total P.O. Line Items:	24	Total List Amount:	210,752.23	Total Void Amount:	0.00	

February 11, 2023
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ENGLISHTOWN BOROUGH
Bill List By Vendor Id

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
2022 CURRENT FUND	2-01	0.00	1,675.88	1,675.88	0.00	0.00	1,675.88
2023 CURRENT FUND	3-01	184,644.59	13,584.12	198,228.71	0.00	0.00	198,228.71
2023 WATER OPERATING FUND	3-05	3,354.10	3,761.76	7,115.86	0.00	0.00	7,115.86
2023 SEWER OPERATING FUND	3-07	179.01	3,552.77	3,731.78	0.00	0.00	3,731.78
Year Total:		188,177.70	20,898.65	209,076.35	0.00	0.00	209,076.35
Total of All Funds:		188,177.70	22,574.53	210,752.23	0.00	0.00	210,752.23

ENGLISHTOWN BOROUGH
Bill List By P.O. Number

January 27, 2023
09:00 PM

P.O. Type: All

Range: First to Last

Format: Detail without Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Acct Type	PO Type	Contract	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice
23-00075 01/27/23 ZB0500 Z-BOROUGH OF ENGLISHTOWN														
1	PAYROLL	1/30/23		269.24	3-01-20-120-011	B	Full Time S&W-Clerk		R	01/27/23	01/27/23	01/27/23		1/30/23
2	PAYROLL	1/30/23		2,044.09	3-01-20-130-011	B	Full Time S&W-Finance		R	01/27/23	01/27/23	01/27/23		1/30/23
3	PAYROLL	1/30/23		520.20	3-01-20-145-011	B	Full Time S&W-Tax Collection		R	01/27/23	01/27/23	01/27/23		1/30/23
4	PAYROLL	1/30/23		625.00	3-01-20-150-011	B	Full Time S&W-Tax Assessor		R	01/27/23	01/27/23	01/27/23		1/30/23
5	PAYROLL	1/30/23		173.40	3-01-21-180-011	B	Full Time S&W-Planning Bd		R	01/27/23	01/27/23	01/27/23		1/30/23
6	PAYROLL	1/30/23		913.53	3-01-22-200-011	B	Full Time S&W-Code Enforcement		R	01/27/23	01/27/23	01/27/23		1/30/23
7	PAYROLL	1/30/23		22,686.24	3-01-25-240-011	B	Full Time S&W-Police		R	01/27/23	01/27/23	01/27/23		1/30/23
8	PAYROLL	1/30/23		0.00	3-01-25-240-012	B	Special Officer-Police		R	01/27/23	01/27/23	01/27/23		1/30/23
9	PAYROLL	1/30/23		3,026.68	3-01-25-240-014	B	Overtime-Police		R	01/27/23	01/27/23	01/27/23		1/30/23
10	PAYROLL	1/30/23		0.00	3-01-25-240-015	B	Extra Hrs Special Officer-Police		R	01/27/23	01/27/23	01/27/23		1/30/23
11	PAYROLL	1/30/23		1,246.17	3-01-25-265-011	B	Shared Service S&W-Fire Official		R	01/27/23	01/27/23	01/27/23		1/30/23
12	PAYROLL	1/30/23		615.60	3-01-26-290-011	B	Full Time S&W-Roads		R	01/27/23	01/27/23	01/27/23		1/30/23
13	PAYROLL	1/30/23		315.00	3-01-26-310-011	B	Full Time S&W-Building Gds		R	01/27/23	01/27/23	01/27/23		1/30/23
14	PAYROLL	1/30/23		0.00	3-01-21-190-011	B	Full Time S&W-Affordable Housing		R	01/27/23	01/27/23	01/27/23		1/30/23
15	PAYROLL	1/30/23		3,178.69	3-01-43-490-011	B	Full Time S&W-Court		R	01/27/23	01/27/23	01/27/23		1/30/23
16	PAYROLL	1/30/23		1,280.00	3-01-43-490-013	B	Part Time S&W-Court		R	01/27/23	01/27/23	01/27/23		1/30/23
17	PAYROLL	1/30/23		0.00	3-01-26-290-014	B	Overtime-Roads		R	01/27/23	01/27/23	01/27/23		1/30/23
18	PAYROLL	1/30/23		3,327.93	3-05-55-501-011	B	Full Time S&W-Water		R	01/27/23	01/27/23	01/27/23		1/30/23
19	PAYROLL	1/30/23		0.00	3-05-55-501-014	B	Overtime-Water		R	01/27/23	01/27/23	01/27/23		1/30/23
20	PAYROLL	1/30/23		2,540.90	3-07-55-501-011	B	Full Time S&W-Sewer		R	01/27/23	01/27/23	01/27/23		1/30/23
21	PAYROLL	1/30/23		3,240.00	T-12-56-850-011	B	Off Duty Police-Full Time S&W		R	01/27/23	01/27/23	01/27/23		1/30/23
22	PAYROLL	1/30/23		171.60	G-02-40-750-021	B	Clean Community Program-2021		R	01/27/23	01/27/23	01/27/23		1/30/23
23	PAYROLL	1/30/23		350.00	3-01-25-275-011	B	Full Time S&W-Prosecutor		R	01/27/23	01/27/23	01/27/23		1/30/23
24	PAYROLL	1/30/23		0.00	T-12-56-851-028	B	Public Defender - Prof Serv		R	01/27/23	01/27/23	01/27/23		1/30/23
26	PAYROLL	1/30/23	HEALTH WAIVER	2,500.00	2-01-23-221-000	B	HEALTH BENEFIT WAIVER		R	01/27/23	01/27/23	01/27/23		1/30/23
				49,024.27										
23-00076 01/27/23 ZB0500 Z-BOROUGH OF ENGLISHTOWN														
1	BORO SHARE OF TAXES	1/30/23		1,415.68	3-01-36-472-000	B	SOCIAL SECURITY		R	01/27/23	01/27/23	01/27/23		1/30/23
2	BORO SHARE OF TAXES	1/30/23		254.58	3-05-55-541-500	B	SOCIAL SECURITY-Water		R	01/27/23	01/27/23	01/27/23		1/30/23
3	BORO SHARE OF TAXES	1/30/23		194.39	3-07-55-541-500	B	SOCIAL SECURITY-Sewer		R	01/27/23	01/27/23	01/27/23		1/30/23
4	BORO SHARE OF TAXES	1/30/23		46.98	T-12-56-850-112	B	Off Duty Police-Admin/Soc Sec		R	01/27/23	01/27/23	01/27/23		1/30/23

ENGLISHTOWN BOROUGH
Bill List By P.O. Number

January 27, 2023
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PO #	PO Date	Vendor	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice
23-00076	01/27/23	ZB0500	Z-BOROUGH OF ENGLISHTOWN		Continued							
5	BORO SHARE OF TAXES	1/30/23		0.00	T-12-56-851-028		B Public Defender - Prof Serv	R	01/27/23	01/27/23		1/30/23
				1,911.63								
23-00077	01/27/23	ZB0500	Z-BOROUGH OF ENGLISHTOWN	97.20	3-01-36-477-000		B DEFINED CONTRIBUTION RETIREMENT PROGRAM	R	01/27/23	01/27/23		1/30/23
1	DCRP	1/30/23										
23-00078	01/27/23	ZB0500	Z-BOROUGH OF ENGLISHTOWN	34.02	3-01-23-220-090		B Insurance & Surety Bonds-Insur	R	01/27/23	01/27/23		1/30/23
1	EMPLOYER GTL & LTD	1/30/23										
Total Purchase Orders:				4	Total P.O. Line Items:	32	Total List Amount:	51,067.12	Total Void Amount:	0.00		

ENGLISHTOWN BOROUGH
Bill List By P.O. Number

January 27, 2023
09:00 PM

Totals by Year-Fund Fund Description		Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
2022 CURRENT FUND		2-01	2,500.00	0.00	2,500.00	0.00	0.00	2,500.00
2023 CURRENT FUND		3-01	38,790.74	0.00	38,790.74	0.00	0.00	38,790.74
2023 WATER OPERATING FUND		3-05	3,582.51	0.00	3,582.51	0.00	0.00	3,582.51
2023 SEWER OPERATING FUND		3-07	2,735.29	0.00	2,735.29	0.00	0.00	2,735.29
Year Total:			45,108.54	0.00	45,108.54	0.00	0.00	45,108.54
GRANT FUND		G-02	171.60	0.00	171.60	0.00	0.00	171.60
REGULAR TRUST FUND		T-12	3,286.98	0.00	3,286.98	0.00	0.00	3,286.98
Total of All Funds:			51,067.12	0.00	51,067.12	0.00	0.00	51,067.12

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday
Labor Cost Detail

1/30/23 Pay Period: 02 Type: Regular

Schedule: 1

Page: 1

Account: 120	CLERK	Employee Total:	269.24	
MCCARTHY GRETCHEN M				
Earnings: REGULAR	269.24	Entries:	1	Account Total: 269.24
Account: 120	CLERK			
Earnings: REGULAR	269.24			
Account: 130	FINANCE	Employee Total:	286.11	
ZRYAN-HAWILEH SYLVIA				
Earnings: REGULAR	286.11	Employee Total:	715.27	
FINGER LAURIE B				
Earnings: REGULAR	715.27	Employee Total:	1,042.71	
RYZOFF JODI				
Earnings: REGULAR	1,042.71	Entries:	3	Account Total: 2,044.09
Account: 130	FINANCE			
Earnings: REGULAR	2,044.09			
Account: 145	TAX COLLECTOR	Employee Total:	520.20	
ELLISON CONSETTA V				
Earnings: REGULAR	520.20	Entries:	1	Account Total: 520.20
Account: 145	TAX COLLECTOR			
Earnings: REGULAR	520.20			

0539 Borough of Englishtown 1/30/23 Pay Period: 02 Type: Regular

Run: 05392302 Pay Date: Monday

Labor Cost Detail

Account: 150	TAX ASSESSOR	Employee Total:	625.00	
FITZPATRICK MARK J				
Earnings: REGULAR	625.00	Entries:	1	Account Total: 625.00
Account: 150	TAX ASSESSOR			
Earnings: REGULAR	625.00			
Account: 180	PLANNING	Employee Total:	173.40	
HECHT CELIA S				
Earnings: REGULAR	173.40	Entries:	1	Account Total: 173.40
Account: 180	PLANNING			
Earnings: REGULAR	173.40			
Account: 200	CODE ENFORCEMENT	Employee Total:	613.53	
MARINI JOHN J				
Earnings: REGULAR	613.53	Employee Total:	300.00	
MARR JR KENNETH				
Earnings: REGULAR	300.00	Entries:	2	Account Total: 913.53
Account: 200	CODE ENFORCEMENT			
Earnings: REGULAR	913.53			
Account: 240	POLICE	Employee Total:	2,124.21	
BUCKEL CYNTHIA				
Earnings: REGULAR	2,124.21			

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday
Labor Cost Detail

1/30/23 Pay Period: 02 Type: Regular Schedule: 1

Continued

POLICE

Account: 240

COOKE JR PETER S

Earnings: REGULAR 5,355.78

Employee Total: 5,355.78

DINICOLA ALEXANDER M

Earnings: REGULAR 3,700.71

Employee Total: 3,700.71

GARIFALOS MICHAEL J

Earnings: REGULAR 2,027.31

Employee Total: 2,027.31

MARTINSON TREVOR

Earnings: REGULAR 3,700.71

Employee Total: 3,700.71

MCLEAREN DYLAN J

Earnings: REGULAR 2,124.21

Employee Total: 2,124.21

ZAPORA SCOTT I

Earnings: REGULAR 3,653.31

Employee Total: 3,653.31

Account: 240

POLICE

Earnings: REGULAR 22,686.24

Entries:

7 Account Total: 22,686.24

POLICE OT

Account: 241

BUCKEL CYNTHIA

Earnings: OVERTIME 514.80

Employee Total: 514.80

DINICOLA ALEXANDER M

Earnings: OVERTIME 448.44

Employee Total: 448.44

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday 1/30/23 Pay Period: 02 Type: Regular

Labor Cost Detail

Continued

Account: 241	POLICE OT			Employee Total:	581.40	
GARIFALOS MICHAEL J						
Earnings: OVERTIME	581.40			Employee Total:	523.18	
MARTINSON TREVOR						
Earnings: OVERTIME	523.18			Employee Total:	471.90	
MCLEAREN DYLAN J						
Earnings: OVERTIME	471.90			Employee Total:	486.96	
ZAPORA SCOTT I						
Earnings: OVERTIME	486.96			Entries:	6	Account Total: 3,026.68
Account: 241	POLICE OT					
Earnings: OVERTIME	3,026.68					
Account: 265	FIRE			Employee Total:	204.51	
MARINI JOHN J						
Earnings: REGULAR	204.51			Employee Total:	1,041.66	
MILLER EDWARD						
Earnings: REGULAR	1,041.66			Entries:	2	Account Total: 1,246.17
Account: 265	FIRE					
Earnings: REGULAR	1,246.17					
Account: 290	ROAD			Employee Total:	1,028.40	
REYNOLDS MICHAEL E						
Earnings: REGULAR	428.40	MED WVR	600.00			

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday

1/30/23 Pay Period: 02 Type: Regular

Labor Cost Detail

Continued

Account: 290	ROAD	187.20	Employee Total:	187.20	615.60
WALKER EDWARD C					
Earnings: REGULAR		187.20	Entries:	2 Account Total:	1,215.80
Account: 290	ROAD				
Earnings: REGULAR		615.60 MED WVR			
		600.00			
Account: 310	BLDG/GDS		Employee Total:	514.20	
REYNOLDS MICHAEL E					
Earnings: REGULAR		214.20 MED WVR		100.80	
		300.00			
WALKER EDWARD C					
Earnings: REGULAR		100.80	Entries:	2 Account Total:	315.00
Account: 310	BLDG/GDS				515.00
Earnings: REGULAR		315.00 MED WVR			
		300.00			
Account: 490	COURT		Employee Total:	350.00	
KELLY RICHARD					
Earnings: REGULAR		350.00	Employee Total:	2,286.64	
LANGLOIS LISA A					
Earnings: REGULAR		2,286.64	Employee Total:	892.05	
NEWMAN JAMES M					
Earnings: REGULAR		892.05	Employee Total:	1,200.00	
STIMINSON LESLIE A					
Earnings: REGULAR		1,200.00			

Pos 350.00
Court 3178.69
PT 1280.00
4808.69

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday

1/30/23 Pay Period: 02 Type: Regular

Labor Cost Detail

Continued

Account: 490 COURT Employee Total: 80.00

SPICUZZA KAREN Earnings: REGULAR 80.00 5 Account Total: 4,808.69

Account: 490 COURT Entries:

Earnings: REGULAR 4,808.69

Account: 500 WATER Employee Total: 130.05

ERYAN-HAWILEH SYLVIA Earnings: REGULAR 130.05 325.13

FINGER LAURIE B Earnings: REGULAR 325.13 660.00

GRZANKO VIOLETTA Earnings: REGULAR 660.00 736.79

MASTROKALOS JAMES Earnings: REGULAR 736.79 1,714.00

REYNOLDS MICHAEL E Earnings: REGULAR 714.00 MED WVR 1,000.00 473.96

RYZOFF JODI Earnings: REGULAR 473.96 288.00

WALKER EDWARD C Earnings: REGULAR 288.00

Account: 500 WATER Earnings: REGULAR 3,327.93 MED WVR 1,000.00

Entries:

7 Account Total:

3327.92
4,327.93

0539 Borough of Englishtown 1/30/23 Pay Period: 02 Type: Regular

Run: 05392302 Pay Date: Monday

Labor Cost Detail

Account: 700	SEWER		Employee Total:	104.04
ERYAN-HAWILEH SYLVIA				
Earnings: REGULAR	104.04		Employee Total:	260.10
FINGER LAURIE B				
Earnings: REGULAR	260.10		Employee Total:	660.00
GRZANKO VIOLETTA				
Earnings: REGULAR	660.00		Employee Total:	736.79
MASTROKALOS JAMES				
Earnings: REGULAR	736.79		Employee Total:	685.60
REYNOLDS MICHAEL E				
Earnings: REGULAR	285.60	MED WVR 400.00	Employee Total:	379.17
RYZOFF JODI				
Earnings: REGULAR	379.17		Employee Total:	115.20
WALKER EDWARD C				
Earnings: REGULAR	115.20		Employee Total:	
Account: 700	SEWER		Entries:	7 Account Total:
Earnings: REGULAR	2,540.90	MED WVR 400.00		
Account: 810	OFF DUTY		Employee Total:	80.00
BUCKEL CYNTHIA				
Earnings: SPC DUTY	80.00			

2540.90
~~2,948.90~~

1)

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday
Labor Cost Detail

1/30/23 Pay Period: 02 Type: Regular

Schedule: 1

Page: 8

Continued

OFF DUTY

Account: 810				Employee Total:	1,000.00	
COOKE JR PETER S				Employee Total:	720.00	
Earnings: SPC DUTY	1,000.00			Employee Total:	1,440.00	
DINICOLA ALEXANDER M				Entries:		4 Account Total: 3,240.00
Earnings: SPC DUTY	720.00					
MARTINSON TREVOR						
Earnings: SPC DUTY	1,440.00					

OFF DUTY

3,240.00

Earnings: SPC DUTY

CLEAN COMMUNITIES

Account: 835				Employee Total:	342.80	
REYNOLDS MICHAEL E				Employee Total:	28.80	
Earnings: REGULAR	142.80	MED WVR	200.00	Entries:		2 Account Total: 371.60
WALKER EDWARD C						
Earnings: REGULAR	28.80					

171.60
~~371.60~~

CLEAN COMMUNITIES

Account: 835						
Earnings: REGULAR	171.60	MED WVR	200.00			

2500 -

Health Waiver

1)

0539 Borough of Englishtown
Run: 05392302 Pay Date: Monday 1/30/23 Pay Period: 02 Type: Regular Schedule: 1
Labor Cost Detail

Entries: 53 Grand Total: 49,024.27

Grand Totals

Earnings: REGULAR 40,257.59 OVERTIME 3,026.68 SPC DUTY 3,240.00 MED WVR 2,500.00

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-065**

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00010
Block 4, Lot 4
14 W. Dey Street
in the amount of \$556.05
premium of \$2,200.00
total of **\$2,756.05**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$2,756.05.

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 \$2,756.05 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

Borough of Englishtown
Tax Collector
15 Main Street
Englishtown, N.J. 07726
732-446-9235 ext. 213

Date: February 16, 2023

To: Christine Robbins, Clerk

Cc: Sylvia Eryan-Hewileh, CMFO

From: Consett Ellison, Tax Collector

Subject: FOR COUNCIL MEETING FEBRUARY 22, 2023
Resolution for Redemption of Tax Sale Certificates 22-00010

In the amount of	\$ 556.05
Premium Returned	<u>\$ 2,200.00</u>
Total to Lienholder	<u>\$ 2,756.05</u>

Paid on February 16, 2023
By Property Owner
Mortgage Company (Roundpoint Mortgage)

Block# 4 Lot# 4
14 W Dey Street.

Make Check Payable to Lien Holder:

TRYSTONE CAPITAL ASSETS, LLC
P.O. BOX 1030
BRICK, NJ 08723

Breakdown of Funds: Total Current Fund: \$ 556.05
Total Premium Trust: \$2,200.00

Please give check to Tax Collector to mail when certificate and voucher are returned.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-066**

APPOINTMENT OF COMMUNITY DEVELOPMENT COMMITTEE

WHEREAS, the Borough of Englishtown is desirous of appointing members to the Community Development Committee; and

WHEREAS, the Community Development Committee shall foster a relationship with the Borough business to enhance and beautify the downtown commercial area; and

WHEREAS, the members shall chose a Chairperson and the Chairperson shall report to the Public Events Council Chairperson.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Englishtown that the following are hereby appointed to the Englishtown Borough Community Development Committee for the year 2023:

Mayor Thomas Reynolds
Councilman Wayne Krawiec
Councilwoman Cindy Robilotti
Patsy Fiero
Paul Robilotti
Lauren Roth

BE IT FURTHER RESOLVED, that a certified true copy of this Resolution be forwarded to each member.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco					
Krawiec					
M. Lewis					
W. Lewis					
Mann					
Robilotti					
Mayor Reynolds	tie vote only				

I do hereby certify the above to be a true copy of a resolution adopted by the Governing Body of the Borough of Englishtown at a regular meeting held February 22, 2023.

Christine Robbins, Interim Municipal Clerk

BOROUGH OF ENGLISHTOWN TAX REPORT RECEIPTS AND DISBURSEMENTS

LADIES & GENTLEMEN:

I SUBMIT TO YOU MY MONTHLY REPORT OF RECEIPTS AND DISBURSEMENTS FOR

PERIOD ENDING: 1/31/2023

DATED: 2/6/2023


Tax Collector

COLLECTIONS:

TAXES

Taxes Year 2024		-
Taxes Year 2023	\$	376,710.57
Taxes Year 2022	\$	-
Taxes In Lieu	\$	-
Tax Sale Premium	\$	-
Property Redeemed- Muni Lien	\$	-
Property Redeemed- Outside Lien	\$	600.35
Lien Search Fee	\$	48.00
Outside Lien Interest	\$	11.03
Cost of Sale	\$	-
Search Fee	\$	-
Duplicate Bill Fee	\$	-
Return Check Fee	\$	-
Miscellaneous	\$	-
MUA Tax Sale	\$	-
NET RECEIPTS	\$	-
DISBURSEMENTS:	\$	-
Paid to Treasurer	\$	377,369.95
TOTAL DISBURSEMENTS	\$	-
CASH ON HAND	\$	-
NET DISBURSEMENTS	\$	377,369.95

Prepared by: Consetta Ellison
Tax Collector

BOROUGH OF ENGLISHTOWN TAX DEPARTMENT - CASH BOOK

BATCH	DATE	AMOUNT RECEIVED	PRE-PAID 2024	TAXES 2023	TAXES 2022	INTEREST	DUP Bill Fee	Lien Search Fee	Outside Lien Redemption	Outside Lien Interest	Lien Record Fee	MISC
RED0123	1/6/2023	\$ 64.17		\$ 28.00				\$ 12.00	\$ 24.17			
RED0109	1/9/2023	\$ 228.38		\$ 0.00				\$ 12.00	\$ 212.14	\$ 4.24		
WIPP0109	1/9/2023	\$ 4,958.80		\$ 4,958.80								
TAX0110	1/10/2023	\$ 18,521.12		\$ 18,521.12				\$ 12.00	\$ 339.44	\$ 6.79		
RED0110	1/10/2023	\$ 386.23		\$ 28.00				\$ 12.00	\$ 24.60			
RED0111	1/11/2023	\$ 36.60		\$ -								
WIPP0111	1/11/2023	\$ 1,299.46		\$ 1,299.46								
TAX0112	1/12/2023	\$ 29,215.75		\$ 29,215.75								
WIPP0116	1/16/2023	\$ 9,602.45		\$ 9,602.45								
WIPP0117	1/17/2023	\$ 2,387.18		\$ 2,387.18								
WIPP0118	1/18/2023	\$ 1,718.49		\$ 1,718.49								
TAX0118	1/18/2023	\$ 109,663.99		\$ 109,663.99								
TAX0119	1/19/2023	\$ 4,420.26		\$ 4,420.26								
TAX0119	1/19/2023	\$ 24,862.56		\$ 24,862.56								
WIPP0123	1/23/2023	\$ 3,244.52		\$ 3,244.52								
WIPP0124	1/24/2023	\$ 1,767.90		\$ 1,767.90								
TAX0124	1/24/2023	\$ 9,226.50		\$ 9,226.50								
WIPP0125	1/25/2023	\$ 2,890.37		\$ 2,890.37								
TAX0126	1/26/2023	\$ 36,132.06		\$ 36,132.06								
TAX0127	1/27/2023	\$ 3,068.87		\$ 3,068.87								
WIPP0130	1/30/2023	\$ 13,030.99		\$ 13,030.99								
TAX0131	1/31/2023	\$ 88,090.98		\$ 88,090.98								
WIPP0131	1/31/2023	\$ 12,552.32		\$ 12,552.32								
The Bank Total		\$ 377,369.95	-	\$ 376,710.57	\$ -	\$ -		\$ 48.00	\$ 600.35	\$ 11.03	\$ -	\$ -
TOTAL		377,369.95	-	\$ 376,710.57	\$ -	\$ -		\$ 48.00	\$ 600.35	\$ 11.03	\$ -	\$ -

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ENGLISHTOWN BOROUGH
Cash Receipts Totals from 01/01/23 to 01/31/23

Page No: 1

Range: Block: First to Last Range of Util Accounts: First to Last
Lot:
Qual:
Range of Codes: First to Last Range of Years: First to 2024 Range of Periods: 1 to 12
Range of Batch Ids: First to Last Range of Dates: 01/01/23 to 01/31/23
Range of Sections: First to Last Name to Print: Bill To
Range of Spec Tax Codes: First to Last Print Ref Num: N Print Utility w/Block/Lot/Qual: N
Payment Type Includes: Tax: Y Sp Charges: N Lien: Y Sp Assmnt: N Water: N Sewer: N
Voucher Agency: N Payment Plan: N Solid Waste: N Animal: N Misc: Y
Payment Method Includes: Cash: Y Check: Y Credit: Y Voucher: N
Print Only Miscellaneous w/Block/Lot/Qual: N Sort Miscellaneous Payments by Block/Lot/Qual/Utility Account: N
Print Only Miscellaneous w/Utility Id: N

Code Description	Count	Arrears/Other	Principal			Interest	Total
			2022	2023	2024		
001 TAX PAYMENT	132	0.00	0.00	376,710.57	0.00	0.00	376,710.57
Tax Payments	132	0.00	0.00	376,710.57	0.00	0.00	376,710.57
RED LIEN REDEMPTION	6	600.35	0.00	0.00	0.00	11.03	611.38
SCH SEARCH FEE LIEN	4	48.00	0.00	0.00	0.00	0.00	48.00
Lien Payments	10	648.35	0.00	0.00	0.00	11.03	659.38
Payments Total:	142	648.35	0.00	376,710.57	0.00	11.03	377,369.95
Cash O/S Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
NSF Reversals Total:	0	0.00	0.00	0.00	0.00	0.00	0.00
Total:	142	648.35	0.00	376,710.57	0.00	11.03	377,369.95

Total Cash: 264.98
Total Check: 369,351.61
Total Credit: 7,753.36

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ENGLISHTOWN BOROUGH
Totals Only Tax Trial Balance Report

Page No: 1

Range: Block: First	to Last	Property Class Range: First to Last	Date Range: 01/01/23 to 01/31/23
Lot:		Bill Year Range: 2022 to 2022	Assessed Values Year: 2022
Qual:		Bill Period Range: 1 to 4	
BALANCE AS OF 12/31/22			3,040.69-
BILLING			
Taxes Billed		0.00	
Bill Adjustments			
TOTAL BILLED			0.00
COLLECTIONS			
TOTAL COLLECTIONS		0.00	
NSF REVERSALS			
TOTAL NSF REVERSALS		0.00	
TOTAL COLLECTIONS less NSF REVERSALS			(0.00)
BALANCE ADJUSTMENTS	Debit	Credit	Net
	0.00	0.00	0.00
TOTAL BALANCE ADJUSTMENTS			0.00
BALANCE AS OF 01/31/23			3,040.69-

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ENGLISHTOWN BOROUGH
Totals Only Tax Trial Balance Report

Page No: 1

Range: Block: First	to Last	Property Class Range: First to Last	Date Range: 01/01/23 to 01/31/23
Lot:		Bill Year Range: 2023 to 2023	Assessed Values Year: 2023
Qual:		Bill Period Range: 1 to 4	
BALANCE AS OF 12/31/22			3,252,891.12
BILLING			
Taxes Billed		0.00	
Bill Adjustments			0.00
TOTAL BILLED			
COLLECTIONS			
001 TAX PAYMENT	376,710.57		
TOTAL COLLECTIONS		376,710.57	
NSF REVERSALS			
TOTAL NSF REVERSALS		0.00	
TOTAL COLLECTIONS less NSF REVERSALS			(376,710.57)
BALANCE ADJUSTMENTS			
	Debit	Credit	Net
	0.00	0.00	0.00
TOTAL BALANCE ADJUSTMENTS			0.00
BALANCE AS OF 01/31/23			2,876,180.55

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ENGLISHTOWN BOROUGH
Totals Only Tax Account Status Report

Page No: 1

Range: Block: First to Last Property Class Range: First to Last Include Zero Balances: Y
Lot: Bill Year Range: 2023 to 2023 Include Prior Yr/Prd In Balance: Y
Qual: Bill Period Range: 1 to 4 Direct Withdraw Accounts Only: N
As Of Date: 01/31/23 Assessed Value/SPTX Code Year: 2023

	1st Quarter	2nd Quarter	3rd Quarter	4th Quarter	Total
Original Billed	1,632,896.33	1,632,892.96	0.00	0.00	3,265,789.29
Added/Omitted	6,462.53	6,462.44	0.00	0.00	12,924.97
Other Billing	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Payments (Prin)	381,488.74	21,013.48	31.49	0.00	402,533.71
Payments (Pnlt)	0.00	0.00	0.00	0.00	0.00
NSF (Prin)	0.00	0.00	0.00	0.00	0.00
NSF (Pnlt)	0.00	0.00	0.00	0.00	0.00
Tax Balance (Prin + Pnlt)	1,257,870.12	1,618,341.92	31.49-	0.00	2,876,180.55
Misc.Charge Adjustments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge Payments (Prin)	0.00	0.00	0.00	0.00	0.00
Misc.Charge NSF (Prin)	0.00	0.00	0.00	0.00	0.00
Total Balance (Prin + Pnlt)	1,257,870.12	1,618,341.92	31.49-	0.00	2,876,180.55
Payments (Intr)	0.00	0.00	0.00	0.00	0.00
NSF (Intr)	0.00	0.00	0.00	0.00	0.00
Balance Adjustments (Intr)	0.00	0.00	0.00	0.00	0.00

Prior Yr/Prd Balance: 3,040.69-
Current Balance: 2,876,180.55
Total Balance: 2,873,139.86

2023 DEDUCTIONS

Number of Accts:	877	Senior Citizen	2
Land Value:	165,833,000	Disabled Person	1
Improvement Value:	217,988,800	Surviving Spouse	1
Limited Exemptions:	0	Veteran	12
Net Taxable Value:	383,821,800	Widow of Veteran	2

NOTE: Zero balance accounts ARE included on the total pages.

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ENGLISHTOWN BOROUGH
Tax Account Status Audit Totals

Page No: 2

TAX YEAR 2023/1 - 2023/4

TAX LEVY

Original (Original Billed + Deduction Amounts)	3,270,289.29	
Added	12,924.97	
Omitted	0.00	
Omitted/Added	0.00	
Rollback	0.00	
Prelim Adjustments		
080 Adjust Prelim Tax	<u>0.00</u>	
TOTAL LEVY		3,283,214.26

2023 DEDUCTIONS

Senior Citizen	(2) x 250.00	500.00	
Disabled Person	(1) x 250.00	250.00	
Surviving Spouse	(1) x 250.00	250.00	
Veteran	(12) x 250.00	3,000.00	
Widow of Veteran	(2) x 250.00	<u>500.00</u>	
TOTAL DEDUCTION AMOUNTS 2023/1 - 2023/4			(4,500.00)
			3,278,714.26

TOTAL LEVY TO BE COLLECTED

COLLECTIONS

Prepaid from Prior Year (before 01/01/23)

001 TAX PAYMENT	<u>25,823.14</u>	
Total from Prior Year		25,823.14

Current Year (01/01/23 - 12/31/23)

001 TAX PAYMENT	<u>376,710.57</u>	
Total Current Year		376,710.57

Subsequent Year (after 12/31/23)

Total Subsequent Year	<u>0.00</u>	
		402,533.71

TOTAL COLLECTIONS

NSF REVERSALS

TOTAL NSF REVERSALS	<u>0.00</u>	
---------------------	-------------	--

TOTAL COLLECTIONS less NSF REVERSALS

(402,533.71)

COLLECTOR ADJUSTMENTS	Debit	Credit	Net	Allow/disallow
051 Src Allowed	0.00	0.00	0.00	0
052 Src Disallowed	0.00	0.00	0.00	0
053 Vet Allowed	0.00	0.00	0.00	0
054 Vet Disallowed	0.00	0.00	0.00	0
055 Dis Allowed	0.00	0.00	0.00	0
056 Dis Disallowed	0.00	0.00	0.00	0
057 Ssp Allowed Vet	0.00	0.00	0.00	0
058 Ssp Disallowed Vet	0.00	0.00	0.00	0
059 wid Allowed	0.00	0.00	0.00	0
060 wid Disallowed	0.00	0.00	0.00	0
061 Lien - Transfer Exst	0.00	0.00	0.00	
062 Foreclosure	0.00	0.00	0.00	
063 Transfer Overpayment	0.00	0.00	0.00	
064 Refund Overpayment	0.00	0.00	0.00	
069 Cancelled - Resolutn	0.00	0.00	0.00	
070 County Board Judgmt	0.00	0.00	0.00	
071 OPENING BALANCES	0.00	0.00	0.00	

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ENGLISHTOWN BOROUGH
Tax Account Status Audit Totals

Page No: 3

072 State Tax Appeal	0.00	0.00	0.00
073 Lien - Establish New	0.00	0.00	0.00
074 Lien - Transfer O.B.	0.00	0.00	0.00
075 Arrears - Transfer	0.00	0.00	0.00
076 6% Penalty	0.00	0.00	0.00
077 Lien Estab New Pnlty	0.00	0.00	0.00
078 Lien Trnf Exst Pnlty	0.00	0.00	0.00
079 Arrears Trnsfr Pnlty	0.00	0.00	0.00
081 MISAPPLIED PAYMENT	0.00	0.00	0.00
082 refund due to appeal	0.00	0.00	0.00
083 BY RESOLUTION	0.00	0.00	0.00
084 TAX SALE MIS TO LIEN	0.00	0.00	0.00
085 MIS CHARGE TO LIEN	0.00	0.00	0.00
086 MISC Balance Adjust	0.00	0.00	0.00
087 EXEMPT VETERAN	0.00	0.00	0.00
152 Src Disallowed PD5	0.00	0.00	0.00
156 Dis Disallowed PD5	0.00	0.00	0.00
158 Ssp Disallowed PD5	0.00	0.00	0.00
175 ARREAT TRANS-NO INT	0.00	0.00	0.00
BRU brush lien	0.00	0.00	0.00
HB HOMESTEAD BENEFIT	0.00	0.00	0.00
	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>
			<u>0</u>

TOTAL ADJUSTMENTS

0.00

BALANCE 2023/1 - 2023/4

Credit Balances

31.50-

Debit Balances

2,876,212.05

TOTAL BALANCE 2023/1 - 2023/4

2,876,180.55

February 6, 2023
05:02 PM

ENGLISHTOWN BOROUGH
Detailed Lien Account Status Report

Page No: 1

Range: Block: First to Last
Lot:
Qual:
Include Lien Type: Municipal: Y Outside: N Assign Full: N Assign < Cert: N
Include Lien Status: Open: Y Redeemed: N Foreclosed: N Canceled: N
Sale Dates: 01/01/68 to 01/31/23 Include Fees: Y
Transaction Dates: 01/01/23 to 01/31/23 Include Costs: Y
Include Charge Type: Tax: Y Water: Y Sewer: Y Solid Waste: Y Utility: Y
Sp. Assmnt: Y Misc: Y Board Up: Y Demolition: Y

For Liens with Sale Date and/or Assign Date in the Transaction Date Range:

Municipal, Outside & 'Assign for < Cert' Prin Balances = Certificate + Adjustments + all Fees - Redemption Payments Principal.
'Assignment for Full Amount' Prin Balance = Assignment Payments (prin & interest) + Adjustments (after assignment) + all Fees
- Redemption Payments Principal.

For Municipal, Outside & 'Assign for < Cert' Liens with Sale Date before the low Transaction Date Range
and for 'Assign for Full Amount' Liens with Assignment Date before the low Transaction Date Range:

Prin Balances = Previous Balance + Adjustments + all Fees - Redemption Payments Principal.

Block	Owner Name	Sale Date	Status	Status Date	Certificate %	Premium
Lot	Street Address	Held By		Check Cleared Date	Amounts In Sale	
Qual	City, St	Zip	Tax Years		Principal	Interest
Cert Num	Property Location			Balance Type		Total
Lien Hldr Id	Name	Trans: Balance Type	Date Yr Qtr Code	Description	Principal	Interest Prin Balance
26.03	LACINA HOMES @ JEWEL RIDGE, LLC		12/18/17	Open		18.00 % 0.00
8.08	65 HOFFMAN ROAD		Municipal			
	MONROE, NJ		08831	2017		
17-00008	MATLOSZ COURT			Tax	24.53	0.98 25.51
MUNI	BOROUGH OF ENGLISHTOWN			Cost	15.00	0.00 15.00
				Total In Sale:		40.51
				Record Fee:	11.00	
				Balance as of 12/31/22:		191.82

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05:02 PM

ENGLISHTOWN BOROUGH
Detailed Lien Account Status Report

Page No: 2

Lien Type	Count	Prev Bal Rec Fee	Certificate Transfers Other Fee	Assignment Principal	Payments Interest	Mun Adj Assign Fee	Redemption Principal	Payments Interest	Municipal Bal
				Assign	Pay Fees		Foreclose Fee		
Tax	1	176.82	0.00			0.00			176.82
			0.00	0.00	0.00		0.00	0.00	
		0.00	0.00		0.00	0.00		0.00	
Cost	1	15.00	0.00			0.00			15.00
			0.00	0.00	0.00		0.00	0.00	
		0.00	0.00		0.00	0.00		0.00	
Lien Totals	2	191.82	0.00			0.00			191.82
			0.00	0.00	0.00		0.00	0.00	
		0.00	0.00		0.00	0.00		0.00	

Total Certs: 1

Total Install Accts:	0	Loan Principal Payments:	0.00	Loan Principal Balance:	0.00
Loan Prev Balance:	0.00	Loan Interest Payments:	0.00	Installment Interest Due:	0.00
New Loan Amounts:	0.00	Loan Adjustments:	0.00	Loan Prin + Instl Intr Due:	0.00

Total Municipal Install Accts:	0	Loan Principal Payments:	0.00	Loan Principal Balance:	0.00
Loan Prev Balance:	0.00	Loan Interest Payments:	0.00	Installment Interest Due:	0.00
New Loan Amounts:	0.00	Loan Adjustments:	0.00	Loan Prin + Instl Intr Due:	0.00

ENGLISHTOWN BOROUGH
Special Charges Register by Block/Lot/Qual

a: Totals Only
 <: First to Last
 e:
 l:
 : Installment Plans: Y
 Types: Tax: Y
 Sp Assmnt: Y

Bill Year Range: First to 2023
 Bill Period Range: 1 to 4
 Date Range: 01/01/23 to 01/31/23
 Status: Active

Include Zero Bals: N
 Include Debit Bals: Y
 Include Credit Bals: N
 Include Prior Year/Prd in Bal: Y
 Other Sp.Charges: Y
 Utility: Y
 Bankruptcy: Y
 Solid Waste: Y
 Demolition: Y
 Lien Installment Plans: Y
 Water: Y
 Sewer: Y
 Misc: Y
 Board Up: Y

Type	Count	Prev Bal Adjustments	Loan Amt Misc Adjust	Trnsfr Prn Misc Pay Prn	Trnsfr Pnlty Pay Prn	Pay Pnlty Pay Int	Pay Instl Int Misc Pay Int	Prin Bal
xes	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00

Balance

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ENGLISHTOWN BOROUGH
Special Charges Register by Block/Lot/Qual

Page No: 1

Report Type: Totals Only	Bill Year Range: First to 2023	Include Zero Bals: N
Range: Block: First to Last	Bill Period Range: 1 to 4	Include Debit Bals: Y
Lot:	Date Range: 01/01/23 to 01/31/23	Include Credit Bals: N
Qual:	Status: Active	Include Prior Year/Prd in Bal: Y
Include: Installment Plans: Y	Lien Installment Plans: Y	Bankruptcy: Y
Balance Types: Tax: Y	Water: Y Sewer: Y	Solid Waste: Y
Sp Assmnt: Y	Misc: Y Board Up: Y	Demolition: Y
		Utility: Y

Sp Charges Type	Count	Prev Bal Adjustments	Loan Amt Misc Adjust	Trnsfr Prn Misc Pay Prn	Trnsfr Pnlty Pay Prn	Pay Pnlty Pay Int	Pay Instl Int Misc Pay Int	Prin Bal
Property Taxes	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Water	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Sewer	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Solid Waste	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Utility	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Sp Assmnt	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Misc	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Board Up	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Demolition	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Total	0	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00 0.00	0.00
Year	Balance							

BOROUGH OF ENGLISHTOWN

**** MINUTES ****

February 22, 2023

7:30 P.M.

WORK SESSION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ENGLISHTOWN 15 Main Street, Englishtown, New Jersey 07726.

Meeting Called to Order and Roll Call:

The meeting was called to order by Mayor Reynolds at 7:30 P.M.

Roll Call Present: C/Francisco, C/Krawiec, C/M.Lewis, C/W.Lewis, C/Mann,
C/Robilotti and Mayor Reynolds

Absent: None

Also Present: Christine Robbins, Interim Municipal Clerk, Borough Attorney
Joseph Youssef, Police Chief Cooke, Laurie Finger, Deputy CFO

Discussion takes place regarding the legality of this meeting due to the late posting of the agenda because of the holiday on Monday. Attorney Youssef assures this meeting is in full compliance with OPMA.

The following workshop items were discussed:

1. Council Committee Assignments
2. Community Development Committee/Newsletter
3. CCTV Cameras
4. Aspire Program
5. Referendum to exceed appropriation cap
6. Englishtown Center Designation

Adjournment:

There being no discussion items a motion to adjourn the workshop was offered by C/Robilotti, seconded by C/Mann, with all present Council members in favor of adjournment. Time of adjournment was 8:18 pm.

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE BOROUGH OF ENGLISHTOWN 15 Main Street, Englishtown, New Jersey 07726.

Meeting Called to Order and Roll Call:

The meeting was called to order by Mayor Reynolds at 8:18 P.M.

Roll Call Present: C/Francisco, C/Krawiec, C/M.Lewis, C/W.Lewis, C/Mann,
C/Robilotti and Mayor Reynolds

Absent: None

Also Present: Christine Robbins, Interim Municipal Clerk, Borough Attorney
Joseph Youssef, Police Chief Cooke, Laurie Finger, Deputy CFO

Statement of Compliance with Sunshine Law

Mayor Reynolds announced that 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. The meeting was deemed in compliance with the Open Public Meetings Act.

Moment of Silence and Salute to the Flag - Led by Mayor Reynolds.

Approval of Minutes:

December 28, 2022

December 28, 2022 Executive Session

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec				X	
M. Lewis				X	
W. Lewis	X	X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

January 10, 2023

January 10, 2023 Executive Session 1 and 2

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec		X			
M. Lewis		X			
W. Lewis	X	X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

January 25, 2023

January 25, 2023 Executive Session

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec		X			
M. Lewis		X			
W. Lewis	X	X			
Mann				X	
Robilotti	X	X			
Mayor Reynolds	tie vote only				

Councilmember Committee Reports:

Councilman Krawiec – Public Buildings and Grounds –

- Drives around town daily and reports back to DPW things that need to be done. They take care of everything.
- We Buy Cars/House signs becoming a problem in town.
- Stop signs deteriorating around town. DPW reached out the Manalapan Twp. for signs. They said we would have them within 2 weeks. If not we will reach out to another company.
- Per Borough Ordinance, basketball hoops are not to be on the roads. Not a problem now but if it snows it will be. Asking all residents to remove them from the street. Chief Cooke will remind Code Enforcement to enforce this.
- Roads in terrible condition due to gas line replacements.

Chief Cooke reported that tomorrow is the final install day and they will come in the spring to repair our roads back to their original state.

Councilman Lewis- Public Safety, Code Enforcement, Public Health, Welfare –

- Police Commission met last week. New fencing around Water Plant was discussed. Mayor Reynolds said the fencing project will be part of the parking lot paving project.
- Reached out to Auction companies so we can auction off our unwanted vehicles. More information to come.
- Outdoor sign, red line issue, just waiting on a part and it will be fixed.
- Chief Cooke reads aloud the Police Activity Report for January.
- Speaks about the possibility of hiring 2 full time officers and increasing Specials pay, fixing of the outdoor cameras and the need for 2 Chevy Tahoes.

Councilwoman Robilotti – Administration, Finance, Personnel and Technology –

- Recently conducted interviews for the Municipal Clerk position; 1 candidate is here tonight to meet with the rest of council during executive session.

Councilman Francisco – Public Events –

- Requests budget for the Recreation Committee.
- Thanks former Councilmember Sabin for donating \$550 towards the Recreation Committee.

Councilman Mann – Public Utilities - no report tonight.

Councilwoman Lewis – Legislative, Insurance and Licenses –

- Received 2 requests for Sanford Park permits.

Mayor Reynolds speaks about Freehold Regional High School District losing 25 million in state aid next year. May be a lot of programs cut.

Correspondence:

The Municipal Clerk reads aloud correspondence received from the Historical Society regarding nominations for historical preservation award opportunities. Correspondence was given to Bill Sabin, Borough Historian for follow up.

Open Public Portion Limited to Agenda Items Only:

Motion was made by C/M. Lewis, seconded by C/Robilotti. All in favor.

Isay – Plantopia LLC. – possibly opening in June. States he spoke to his attorney and now that Englishtown has opted in we're stuck with the decision for 5 years. Not happy that new ordinance proposes that cannabis businesses must be closed on Sunday. May have legal issues with that decision.

John Soares – Buditup LLC – 25 Lasatta Ave – unfair that he was given approval and now we're changing things up. Has a problem with being closed on Sundays. Tying our legs. Less restrictions are better and then as a community decide what's best.

Lou Sarti – asks if the liquor stores and bars are closed on Sunday? NO, they are not so you're only targeting certain businesses.

No Name – Daniels Law – Questions Ordinance No. 2023-02 – is town council looking for a raise? Happy to hear there is open communication about having more officers in the Police Dept. Asks about the Ordinance for higher fines for trespassing, car thefts. Marlboro and Holmdel have one in place.

Public Comment:

There being no public comments on agenda items, a motion was made by C/M. Lewis, seconded by C/Mann to close to public comment section. All in favor.

OLD BUSINESS:

A motion was made by C/Mann and seconded by C/W. Lewis to remove from table Resolution No. 2023-007. All in favor.

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-007**

Tabled from the January 25, 2023 Meeting

APPOINTMENT OF PUBLIC DEFENDER

WHEREAS, the Council of the Borough of Englishtown is knowledgeable that there is a need for the appointment of a Public Defender for the Municipal Court; and

WHEREAS, the Local Public Contract Law (N.J.S.A. 40:11-1-et seq.) requires that the Resolution authorizing the appointment of a Public Defender for "Professional Services" without competitive bids must be publicly advertised:

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

1. Greg S. Gargulinski, Esq. of the firm Rudnick, Addonizio, Pappa & Casazza is appointed Public Defender for the Municipal Court of the Borough of Englishtown for a term of one (1) year terminating December 31, 2023, subject to contract approval.
2. The said party be appointed above during the term of their appointment shall provide such legal services as may be required by the Borough Council under and pursuant to law. Salary is \$300.00 per court session, and not to exceed \$9,500.

3. The Borough Clerk shall cause notice of the passage of this Resolution of Appointment to be published in the official newspaper of the Borough of Englishtown in accordance with the Local Public Contracts Law.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec		X			
M. Lewis		X			
W. Lewis	X	X			
Mann		X			
Robilott1	X	X			
Mayor Reynolds	tie vote only				

BOROUGH OF ENGLISHTOWN ORDINANCE NO. 2023-01

AN ORDINANCE AMENDING AND SUPPLEMENTING ORDINANCE NO. 2022-01 OF THE BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY CREATING A SOLID WASTE UTILITY AND SETTING FORTH THE METHOD OF CALCULATION AND COLLECTION OF SERVICE FEES FOR SAME

WHEREAS, the Borough Council of the Borough of Englishtown desires to create a solid waste utility to provide the mechanism to award a municipal solid waste collection contract; and

WHEREAS, N.J.S.A. 40A:-34 through 40A:4-26 provides for the establishment of a dedicated utility fund; and

WHEREAS, a bid has been prepared and a bid received for the provision of solid waste collection services in accordance with applicable law.

NOW, THEREFORE, BE IT ORDAINED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey, that a solid waste utility is herewith created by amending Chapter 2, Section 57 BRUSH, TRASH AND DEBRIS, to include a new section 57.05, SOLID WASTE UTILITY, by adding new sections as follows:

57.05 SOLID WASTE UTILITY

- A. A solid waste utility is hereby created to transact the collection and disposal of solid waste as provided by law.
- B. Said solid waste utility shall be self-liquidating with a dedicated budget as provided by N.J.S.A.40A: :4-34 through 40A:4-36.

57.05.01 Recovery of costs; fees.

The costs associated with the collection and disposal of solid waste shall be recovered as may be provided in the contract or contracts made by the Borough for such services, plus uniform fees fixed from time to time by the Borough Council and collected from the property owners to whom the service is available.

57.05.02 Service charge.

There is hereby established a solid waste service charge to be imposed annually upon the owners of those properties for which a solid waste collection and disposal service is made available by the

Borough. The funds so collected shall be paid into the dedicated Solid Waste Utility Fund of the Borough of Englishtown.

57.05.03 Computation of service charge.

The solid waste service charge for residential properties served, unless and until nonresidential properties are served shall be computed by dividing the approved annual budget of the Solid Waste Utility by the number of residential units to which the service will be made available by the Borough. The annual service fee for solid waste collection shall be three hundred ninety dollars (\$390.00) per annum per residential unit. Said service fee shall begin on January 1, 2023.

57.05.04 Payment of service charge.

- A. Upon approval of the annual service charge by the Borough Council, the Borough utility collector shall bill the owner of each property to which the service is available, based upon the number of residential units therein, during the first 30 days of each year or as soon thereafter as is practical. The annual solid waste service charge shall be paid in two equal installments, being due on April 1 and October 1.

DATE OF FIRST READING & INTRODUCTION: January 25, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco				X	
Krawiec		X			
M Lewis				X	
W. Lewis		X			
Mann	X	X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

DATE OF PUBLIC HEARING & ADOPTION: February 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco			X		
Krawiec		X			
M Lewis			X		
W. Lewis			X		
Mann	X	X			
Robilotti	X	X			
Mayor Reynolds	tie vote only	X			

Notice is hereby given that Ordinance No. 2023-01 entitled “An Ordinance Amending and Supplementing Ordinance No. 2022-01 of the Borough of Englishtown, County of Monmouth, State of New Jersey Creating a Solid Waste Utility and Setting Forth the Method of Calculation and Collection of Service Fees For Same” was passed after a public hearing at a regular meeting held February 22, 2023 by the Governing Body of the Borough of Englishtown, at 15 Main Street, Englishtown, NJ 07726.

NEW BUSINESS:

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2023-02**

**ORDINANCE ESTABLISHING LIMITS FOR SALARIES OF THE
BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH,
STATE OF NEW JERSEY**

BE IT ORDAINED, by the Mayor and Council of the Borough of Englishtown, County of Monmouth and State of New Jersey that the following changes shall be incorporated into Chapter 1.37 of the Code of the Borough of Englishtown entitled “Salaries and Compensation”

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

POSITION

**SALARIES
MINIMUM MAXIMUM**

GOVERNING BODY

MAYOR	\$3,000.00	\$7,000.00
COUNCIL	\$2,500.00	\$5,500.00

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

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

DATE OF INTRODUCTION February 22, 2023

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco			X		
Krawiec	X	X			
M. Lewis				X	
W. Lewis			X		
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

NOTICE IS HEREBY GIVEN THAT AN ORDINANCE ENTITLED:
“ORDINANCE ESTABLISHING LIMITS FOR SALARIES OF THE BOROUGH OF ENGLISHTOWN, COUNTY OF MONMOUTH, STATE OF NEW JERSEY”, has been introduced and passed on first reading at the regular meeting of the Governing Body held on February 22, 2023 and will be further considered for final passage after a Public Hearing during the council meeting to be held on March 22, 2023 at 7:30 p.m. in the Municipal Building, 15 Main Street Englishtown, N.J. 07726. At said time and place, all persons will be granted the opportunity to be heard concerning this Ordinance prior to its consideration for adoption by Council.

The proposed Ordinance in its entirety is on file in the Municipal Clerk's Office. Copies may be obtained without charge between the hours of 8:00am and 4:00pm. Monday through Friday.

**BOROUGH OF ENGLISHTOWN
ORDINANCE NO. 2023-03**

**AN ORDINANCE AMENDING AND SUPPLEMENTING
CHAPTER 2.130 OF THE CODE OF THE BOROUGH OF ENGLISHTOWN CREATING
CANNABIS CONDITIONAL USE REQUIREMENTS**

A motion to **TABLE** the First Reading & Introduction of Ordinance No. 2023-03 until the March 22, 2023 Council Meeting was made by C/Mann and seconded by C/Robilotti. Passed on the following roll call:

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco			X		
Krawiec		X			
M Lewis		X			
W. Lewis		X			
Mann	X	X			
Robilotti		X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-056**

APPOINTMENT OF MUNICIPAL MAGISTRATE

WHEREAS, at the February 22, 2023, regular meeting, the Governing Body of the Borough of Englishtown adopted a Resolution reappointing James M. Newman to the office of Municipal Court Judge effective January 1, 2023; and

WHEREAS, N.J.S.A. 2B:12-4a. requires that *"Each judge of a municipal court shall serve a term of three years from the date of appointment and until a successor is appointed."*; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown that the Resolution reappointing James M. Newman, J.M.C. to the office of Municipal Judge of the Borough of Englishtown is hereby amended to a full term of Three (3) years as required by N.J.S.A. 2B:12-4.a, and ending December 31, 2025.

NOW, THEREFORE BE IT FURTHER RESOLVED that a certified true copy of this Resolution be forwarded to Judge James M. Newman, and the Borough Chief Financial Officer.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-057**

**AUTHORIZING BOROUGH EMPLOYEES TO BANK
REMAINING 2022 SICK LEAVE TIME**

WHEREAS, several Borough employees have not used all of their allowed sick time in the year 2022; 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 2022 unused sick leave time is as follows:

Lisa Langlois	2 Sick Days Remaining
Michael Reynolds	2 Sick Days Remaining
Edward Walker	18 Sick Hours Remaining
Violetta Grzanko	6 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 2022 sick time.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Lisa Langlois, Michael Reynolds, Edward Walker, Violetta Grzanko and the Borough Auditor.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>		
Francisco			X				
Krawiec			X				
M. Lewis			X				
W. Lewis			X				
Mann		X	X				
Robilotti	X		X				
Mayor Reynolds	tie vote only						

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-058**

**AUTHORIZING BOROUGH EMPLOYEES TO CARRY OVER
REMAINING VACATION TIME TO THE YEAR 2023**

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:

Lisa Langlois	3.5 Vacation Days Remaining
Michael Reynolds	4.5 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 2022 over to the year 2023.

BE IT FURTHER RESOLVED a certified true copy of this Resolution be forwarded to Lisa Langlois, Michael Reynolds and the Borough Auditor.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco		X			
Krawiec		X			
M. Lewis		X			
W. Lewis				X	
Mann	X	X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

BOROUGH OF ENGLISHTOWN RESOLUTION NO. 2023-059

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00017
Block 6, Lot 14.58 Qual #58
58 Oxford Court
in the amount of \$1,529.45
premium of \$5,800.00
total of **\$7,329.45**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$7,329.45.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that it hereby authorizes payment in the amount of \$7,329.45 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-060**

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00001
Block 1, Lot 4.04
58 Oxford Court
in the amount of \$3,351.82
premium of \$14,800.00
total of **\$18,151.82**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$18,151.82.

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 \$18,151.82 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-061**

**AUTHORIZING THE CANCELLATION AND REFUND OF 2023 TAXES
FOR 100% DISABLED VETERAN**

BE IT RESOLVED by the Mayor and Council of the Borough of Englishtown that in accordance with the request of the Tax Collector, approved by the Tax Assessor on December 12, 2022, taxes be canceled and/or refunded due to the tax exemption for 100% Disabled Veteran as per N.J.S.A. 54:4—3.30 a, b and c;

<u>Exempt Veteran Name</u>	<u>Block/Lot</u>	<u>Year/Qtr</u>	<u>Amount</u>
JAMES CUNKELMAN	4/15	2022/4	\$ 428.36 – cancel (18 days)
49 Main Street	4/15	2023/1	\$2,058.35 - cancel
	4/15	2023/2	\$2,058.35 – cancel

Refund Veteran's Mortgage Company

CORELOGIC REFUNDS DEPT	4/15	2022/4	\$ 428.36 refund (18 days)
P.O. Box 9202		2023/1	\$2,058.35 – refund
Coppell, Texas 75019-9760			

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Englishtown that the Clerk forward a certified copy of this resolution to the Borough's Tax Collector and Chief Financial Officer.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X	X		
Krawiec			X		
M. Lewis			X		
W. Lewis			X		
Mann			X		
Robilotti	X		X		
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-062**

**AUTHORIZING MAYOR AND MUNICIPAL CLERK
TO SIGN SHARED SERVICE AGREEMENT
WITH THE COUNTY OF MONMOUTH
FOR EMERGENCY DISPATCH SERVICES**

WHEREAS, the Borough of Englishtown had entered into a shared service agreement with The Monmouth County Sheriff's Office, Communication Division for emergency dispatch services for Police, Fire and Emergency Medical Services (EMS) for the municipality which expired December 31, 2022; and

WHEREAS, the Borough of Englishtown is desirous of renewing this shared service agreement for the period January 1, 2023 through December 31, 2025.

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

Police Dispatch 911 - \$55,495.00 Year One
2nd Year 2% Increase
3rd Year 2% Increase

WHEREAS, upon a proper invoice from the County, the Municipality shall pay the annual fee on or about April 1st of each year.

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 shared service agreement with the County of Monmouth for Emergency Dispatch Services.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X	X		
Krawiec			X		
M. Lewis			X		
W. Lewis			X		
Mann			X		
Robilotti	X		X		
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-063**

**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.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-064**

**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 \$779,289.22 are hereby authorized to be paid on February 22, 2023.
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.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-065**

AUTHORIZING REFUND OF TAX SALE CERTIFICATE

WHEREAS, the Borough of Englishtown Tax Collector has reported that the following Tax Sale Certificate has been sold to Trystone Capital Assets, LLC :

Tax Sale Certificate No. 22-00010
Block 4, Lot 4
14 W. Dey Street
in the amount of \$556.05
premium of \$2,200.00
total of **\$2,756.05**

WHEREAS, the above-mentioned certificate has been redeemed by the tax collector and the lienholder is to obtain said total refund amount of \$2,756.05.

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 \$2,756.05 to Trystone Capital Assets, LLC, P.O. Box 1030, Brick, NJ 08723:

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

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X			
Krawiec	X	X			
M. Lewis		X			
W. Lewis		X			
Mann		X			
Robilotti	X	X			
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-066**

APPOINTMENT OF COMMUNITY DEVELOPMENT COMMITTEE

A motion to **TABLE** the Resolution No. 2023-066 until the March 22, 2023 Council Meeting was made by C/Mann and seconded by C/Francisco. Passed on the following roll call:

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X	X		
Krawiec			X		
M Lewis			X		
W. Lewis			X		
Mann	X		X		
Robilotti			X		
Mayor Reynolds	tie vote only				

Tax Collector's Reports: January 2023- Read by Mayor Reynolds

Open Public Portion Non-Agenda Items:

Motion was made by C/Robilotti, seconded by C/W. Lewis. All in favor.

Public Comment:

Lauren Roth – as Planning Board Chair would like to state the cannabis ordinance never went before the Planning Board. Would like to protect the Planning Board from any potential litigation. Speaks about the creation of the Community Development Committee.

There being no further comments, motion was made by C/Francisco, seconded by C/Robilotti to close the public portion. All in favor.

Executive Session (Personnel):

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

WHEREAS, N.J.S.A. 10:4-12B provides that a public body may exclude the public from that portion of a meeting at which the body discusses contract negotiations;

1. Any matter which, by express provision of Federal Law or State statute or rule of court, shall be rendered confidential;
2. Any matter in which the release of information would impair a right to receive funds from the Government of the United States;
3. Any material, the disclosure of which constitutes an unwarranted invasion of individual privacy such as any records or personal material including health records, legal defense, insurance, etc.
4. Any collective bargaining agreement or terms and conditions related thereto;
5. Any matter involving the purchase, lease or acquisition of real property with public funds;
6. Any tactics and techniques utilized in protecting the public safety and property;

7. Any pending or anticipated litigation or contract negotiation wherein the public body is, or may become a party. Any matters, falling within the attorney-client privilege, to the extent that confidentiality is required.
8. Any matter involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of performance of, promotion or disciplining of any specific prospective public officer or employee or current 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 suspension or loss of a license or permit.

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.

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 this 26th day of January, 2022, 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.

Enter into Executive Session: Time: 9:52 P.M.

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco		X	X		
Krawiec			X		
M. Lewis			X		
W. Lewis	X		X		
Mann			X		
Robilotti			X		
Mayor Reynolds	tie vote only				

Council returned from Executive Session at 10:46 P.M.- Action will be taken

<u>Council Member</u>	<u>Motion/Second</u>	<u>Aye</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
Francisco	X		X		
Krawiec			X		
M. Lewis			X		
W. Lewis			X		
Mann		X	X		
Robilotti			X		
Mayor Reynolds	tie vote only				

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2023-067**

APPOINTMENT OF MUNICIPAL CLERK/CERTIFIED MUNICIPAL REGISTRAR

WHEREAS, *N.J.S.A. 40A:9-133* states “that there shall be a municipal clerk appointed for a three-year term by the governing body of the municipality”; and

WHEREAS, *N.J.S.A. 26:8-11* states that “In any district having a population of less than 5,000 persons in which the county clerk does not act as the local registrar, the municipal clerk shall be appointed as local registrar”; and

WHEREAS, there is currently a vacancy within the Borough of Englishtown for the position of Registered Municipal Clerk/Certified Municipal Registrar; and

WHEREAS, the Governing Body of the Borough of Englishtown wishes to fill said positions and

WHEREAS, Wendy Barras of Manville, New Jersey, currently holds Registered Municipal Clerk Certificate C-2025 and Certified Municipal Registrar Certificate CMR# 4304, qualifications necessary to fill the vacancy in the respective positions.

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 Wendy Barras is hereby appointed as Municipal Clerk/Certified Municipal Registrar for the Borough of Englishtown effective February 27, 2023, for a 3-year term expiring on December 31, 2025, Appointment and start date is contingent upon the successful completion of the required background check and fingerprinting.
There shall be a 90-day probationary period.
2. That said position shall be full-time, thirty-five (35) hours per week, at a starting salary of \$70,000.00 annually, payable semi-monthly per the salary ordinance and shall receive three (3) weeks paid vacation.
3. That a certified true copy of this resolution shall be forwarded to the Director of the Division of Local Government Services in the New Jersey Department of Community Affairs, the New Jersey State Registrar of Vital Statistics, the Borough's Chief Financial Officer, and Wendy Barras.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Francisco		X			
Krawiec		X			
M. Lewis	X	X			
W. Lewis		X			
Mann		X			
Robilotti		X			
Mayor Reynolds	tie vote only				

Adjournment:

There being no further business a motion to adjourn was offered by C/Mann seconded by C/Francisco.
All in favor. The time being 10:49 P.M.

March, 22, 2023
Date Approved

Christine Robbins, R.M.C.
Interim Municipal Clerk