

Borough of Englishtown
****SPECIAL MEETING****

Regular Meeting of the Mayor and Council of the Borough of Englishtown
15 Main Street, Englishtown, New Jersey 07726.

May 28, 2024
6:00 PM Public Session

ANNOUNCEMENT OF MEETING (OPEN PUBLIC MEETINGS ACT NOTICE)

I hereby announce that pursuant to Section 5 of the Open Public Meetings Act that adequate notice of this meeting has been provided in the notice which was sent to the Asbury Park Press, and posted on the bulletin board in Borough Hall and filed in the Borough Clerk's Office on March 24, 2024.

Regular Meeting:

1. Meeting Called to Order and Roll Call
2. Statement of Compliance with Sunshine Law
3. Salute to the Flag
4. Open Public Portion Limited to Agenda Items Only
Limited to three (3) 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.
5. Budget Adoption
 - Public Hearing on Budget Amendments
 - Resolution 2024-094
Authorization to Read Budget by Title Only
 - Resolution 2024-095
Adoption of the 2024 Municipal Budget
 - Resolution 2024-107
Authorizing the Borough of Englishtown to Enter into the New Jersey Cooperative Purchasing Alliance
 - Resolution 2024-108

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-094**

AUTHORIZING THE MUNICIPAL BUDGET BE READ BY TITLE ONLY.

WHEREAS, N.J.S. 40A:4-8 provides that the budget be read by title only at the time of public hearing if a resolution is passed by not less that a majority of the full governing body, providing that at least one week prior to the date of hearing a complete copy of the approved budget as advertised has been posted in the Municipal Building and copies have been made available by the Clerk to persons requesting them; and

WHEREAS, these conditions have been met;

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Englishtown, in the County of Monmouth, State of New Jersey, that the budget shall be read by title only.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Jewusiak					
M. Lewis					
W. Lewis					
Reque					
Sabin					
Sarti					
Mayor Francisco	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 May 28, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-095**

ADOPTION OF 2024 MUNICIPAL BUDGET

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Englishtown, County of Monmouth, State of New Jersey that the Budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$1,987,099.75 to be raised for municipal purposes.

Summary of Revenues	Anticipated	
	2024	2023
1. Surplus	228,888.00	295,000.00
2. Total Miscellaneous Revenues	601,483.06	538,914.53
3. Receipts from Delinquent Taxes		
4. (a) Local Tax for Municipal Purposes	1,987,099.75	1,937,462.07
b) Addition to Local School District Tax		
c) Minimum Library Tax		
Tot Amt to be Rsd by Taxes for Sup of Muni Bnd	1,987,099.75	1,937,462.07
Total General Revenues	2,817,470.81	2,771,376.60

Summary of Appropriations	2024 Budget	Final 2023 Budget
1. Operating Expenses: Salaries & Wages	1,153,900.00	1,173,920.00
Other Expenses	979,151.92	952,844.60
2. Deferred Charges & Other Appropriations	296,200.89	279,678.00
3. Capital Improvements	50,000.00	30,000.00
4. Debt Service (Include for School Purposes)	210,000.00	216,716.00
5. Reserve for Uncollected Taxes	118,218.00	118,218.00
Total General Appropriations	2,807,470.81	2,771,376.60
Total Number of Employees		

2024 Dedicated	Water	Utility Budget	
Summary of Revenues		Anticipated	
		2024	2023
1. Surplus		278,250.00	275,000.00
2. Miscellaneous Revenues		385,000.00	385,000.00
3. Deficit (General Budget)			
Total Revenues		663,250.00	660,000.00
Summary of Appropriations		2024 Budget	Final 2023 Budget
1. Operating Expenses: Salaries & Wages		85,000.00	126,000.00
Other Expenses		305,000.00	301,450.00
2. Capital Improvements		75,000.00	163,500.00
3. Debt Service		130,000.00	52,250.00
4. Deferred Charges & Other Appropriations		68,250.00	16,800.00
5. Surplus (General Budget)			
Total Appropriations		663,250.00	660,000.00
Total Number of Employees			

2024 Dedicated		Sewer	Utility Budget	
Summary of Revenues			Anticipated	
			2024	2023
1.	Surplus		298,200.00	290,000.00
2.	Miscellaneous Revenues		335,800.00	335,800.00
3.	Deficit (General Budget)			
Total Revenues			634,000.00	625,800.00
Summary of Appropriations			2024 Budget	Final 2023 Budget
1.	Operating Expenses:	Salaries & Wages	65,000.00	90,000.00
		Other Expenses	439,000.00	446,000.00
2.	Capital Improvements		37,000.00	35,000.00
3.	Debt Service			
4.	Deferred Charges & Other Appropriations		58,000.00	9,800.00
5.	Surplus (General Budget)		35,000.00	45,000.00
Total Appropriations			634,000.00	625,800.00
Total Number of Employees				
2024 Dedicated		Solid Waste	Utility Budget	
Summary of Revenues			Anticipated	
			2024	2023
1.	Surplus		287,027.11	281,970.00
2.	Miscellaneous Revenues			
3.	Deficit (General Budget)		4,472.89	
Total Revenues			291,500.00	281,970.00
Summary of Appropriations			2024 Budget	Final 2023 Budget
1.	Operating Expenses:	Salaries & Wages		2,000.00
		Other Expenses	291,500.00	279,970.00
2.	Capital Improvements			
3.	Debt Service			
4.	Deferred Charges & Other Appropriations			
5.	Surplus (General Budget)			
Total Appropriations			291,500.00	281,970.00
Total Number of Employees				

2024 Dedicated		Utility Budget		
Summary of Revenues		Anticipated		
		Anticipated		
1. Surplus				
2. Miscellaneous Revenues				
3. Deficit (General Budget)				
Total Revenues				
Summary of Appropriations		2024 Budget	Final 2023 Budget	
1. Operating Expenses:	Salaries & Wages			
	Other Expenses			
2. Capital Improvements				
3. Debt Service				
4. Deferred Charges & Other Appropriations				
5. Surplus (General Budget)				
Total Appropriations				
Total Number of Employees				
Balance of Outstanding Debt				
		General	Water	Sewer
Interest				
Principal				
Outstanding Balance				
Balance of Outstanding Debt				
		Solid Waste		
Interest				
Principal				
Outstanding Balance				
Balance of Outstanding Debt				
Interest				
Principal				
Outstanding Balance				

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Jewusiak					
M. Lewis					
W. Lewis					
Reque					
Sabin					
Sarti					
Mayor Francisco	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 May 28, 2024.

Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION NO. 2024-107**

RESOLUTION AUTHORIZING THE BOROUGH OF ENGLISHTOWN TO ENTER INTO THE NEW JERSEY COOPERATIVE PURCHASING ALLIANCE

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the County of Bergen, hereinafter referred to as the "Lead Agency " has offered voluntary participation in the New Jersey Cooperative Purchasing Alliance # CK04- a Cooperative Pricing System for the purchase of goods and services;

WHEREAS, on May 28, 2024 the governing body of the Borough of Englishtown, County of Monmouth, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows: This Resolution shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Englishtown Pursuant to the provisions of N.J.S.A. 40A:11-11(5), the Mayor of the Borough of Englishtown is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency. The Lead Agency shall be responsible for complying with the provisions of the *Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.)* and all other provisions of the revised statutes of the State of New Jersey.

BE IT FURTHER RESOLVED, this resolution shall take effect immediately upon passage.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Jewusiak					
M. Lewis					
W. Lewis					
Reque					
Sabin					
Sarti					
Mayor Francisco	tie vote only				

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Kerry Killeen, Municipal Clerk

**BOROUGH OF ENGLISHTOWN
RESOLUTION No. 2024-108**

**RESOLUTION PROMOTING TREVOR MARTINSON TO POSITION OF POLICE
LIEUTENANT AND SETTING TERMS OF OFFICE**

WHEREAS, Trevor Martinson is currently a Corporal in the Police Department and has been serving as acting officer in charge since April 17, 2024, when the Chief of Police was placed on administrative leave; and

WHEREAS, Martinson has served the Department for many years with distinction and has proven himself to be an exceptionally competent administrative officer during the period of the Police Chief's current administrative leave as well as during the Chief's previous absences; and

WHEREAS, on May 22, 2024, the Council enacted Ordinance 2024-06, which modifies Section 114-4(B) of the Code to permit the Mayor and Council to promote police officers without testing or examination procedures when the Police Commission has determined that an exigency exists "sufficient to warrant the waiver of the [typical] promotional procedures"; and

WHEREAS, the Police Commission has found that an exigency currently exists due, in part, to a lack of administrative officers in the Department; and

WHEREAS, the position of Police Lieutenant is not covered in any collective negotiations agreement and therefore there is no majority representative with whom the Borough must negotiate regarding terms of office, including work hours, pay, benefits and the like.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Englishtown shall promote Martinson to the position of Police Lieutenant immediately, subject to the following terms of office:

1. Martinson's salary shall be \$99,800.18 for 2024, which equates to ten (10) percent over the top step for patrol officers as set out in Schedule A of the collective negotiations agreement between the Borough and Policemen's Benevolent Association Local No. 166 ("PBA"), which was approved by Resolution on May 22, 2024, and is effective January 1, 2024 through December 28, 2028 ("PBA Agreement"). The pay increase shall be granted prospectively from the date of approval of this Resolution.

2. Martinson shall be permitted to accumulate up to 250 hours of compensatory time as defined by the Fair Labor Standards Act ("FLSA") and provisions of the PBA Agreement.

3. Except where inconsistent with this Resolution and/or law, Martinson shall receive the same benefits and terms of office as set out in the PBA Agreement, except that he shall not be entitled to utilize the PBA's Grievance Procedure as set out in Article 7 of the PBA Agreement. Any grievances that Martinson has with the Borough will be handled informally with the Police

Commission and he shall not be entitled to any special hearing or appeal rights except as provided for by N.J.S.A. 40A:14-147 to -151 in the case of discipline.

4. Unless there is an active Police Chief, Martinson will use his discretion to set his hours consistent with the needs of the Department, and, whenever possible, shall endeavor to be present during regular working hours. The Police Lieutenant shall serve as the chief law enforcement executive of the Police Department during any periods in which the Chief of Police is on extended leave, including but not limited to the Chief's current administrative leave, or if there is no Police Chief.

5. The Borough and Martinson may hereafter enter into an individual agreement, in which case any such agreement shall supersede the terms of office as set out in this Resolution.

Council Member	Motion/Second	Aye	Nay	Abstain	Absent
Jewusiak					
M. Lewis					
W. Lewis					
Reque					
Sabin					
Sarti					
Mayor Francisco	tie vote only				

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Kerry Killeen, Municipal Clerk