



MEETING OF MAYOR AND COUNCIL
JANUARY 15, 2025 – MINUTES
7:00PM

* MEETING CALLED TO ORDER - SALUTE TO THE FLAG - MOMENT OF SILENCE
Mayor Slavicek called the meeting to order at 7:00pm. All in attendance stood for a moment of silence for our armed forces serving to protect us and those who have been impacted by the fires in California.

* CALLING OF THE ROLL

Mayor Slavicek

Councilman Karczewski

Councilwoman Bohinski

Councilman Duffy

Councilman Dzingleski

Councilman Reid

Councilman Stasi - absent

Also in attendance was Borough Engineer Ernie Feist and Business Administrator Matthew Crane.

* OPEN PUBLIC MEETINGS ACT STATEMENT

Adequate notice of this meeting has been provided as is required under Chapter 231 Public Law 1975 specifying the time, date, location and to the extent known the agenda by posting a copy on the bulletin board in the Municipal Building outside of the meeting room and providing a copy to the Home News Tribune and Sentinel newspapers and by filing a copy in the office of the Municipal Clerk in accordance with the certification which will be entered in the minutes of this meeting.

* PUBLIC PORTION

During the Public Portion of any Council Meeting members of the Public may only speak on topics of concern to the residents of the Borough. Everyone will be given five minutes to speak as per the Rules to Govern adopted January 3, 2024. During the Public Portion of any meeting, the members of the Public as well as the Governing Body shall be courteous and respectful to one another. No comments and/or behavior that are considered disrespectful, ill-willed or with the intent to harass will be tolerated. If such behavior occurs, then that

individual member of the Public will be asked to sit down and his or her turn to speak will be over, even if the five minutes is not.

No member of the public spoke.

* ACCEPTANCE OF MINUTES – December 18, 2024

MOTION – Councilman Dzingleski SECONDED – Councilman Duffy

ROLL CALL: 5-0

* ACCEPTANCE OF MINUTES – Reorganization Meeting January 2, 2025

MOTION – Councilman Dzingleski SECONDED – Councilman Reid

ROLL CALL: 5-0

* CONSENT AGENDA

Report of Municipal Clerk and Tax Collector for December 2024

RESOLUTIONS:

- 2025 – 50: Appointment of Back-Up Water/Sewer Operator
51: Authorization for Salary for QPA/Assistant CFO Retroactive to January 1, 2025
52: Amendment to the 2025 Temporary Budget
53: Amendment of Resolution 2025-35 Official Newspapers of the Borough – Home News Tribune and Princeton Packet
54: Amendment of Resolution 2025-11 of Municipal Prosecutor – Jennifer Burgess, Esq.
55: Authorization for the Tax Assessor and Borough Attorney to Act as Agents for the Borough of Helmetta for the Purpose of Filing and Settling Tax Appeals
56: Authorization to Apply for New Jersey Department of Community Affairs Recreation Grant
57: Amendment to Resolution 2024-142 Authorizing the Purchase of 2024 Ford F550
58: Bill List
59: Authorizing a Shared Service Agreement by and between the Borough of Helmetta and the Township of Monroe for the Storage of Road Salt Deicing Material

MOTION – Councilman Dzingleski SECONDED – Councilman Reid

ROLL CALL: 5-0

* REPORTS of Committees, Business Administrator

Councilman Dzingleski reminded everyone that Pizza and Pop with a Cop is next Thursday at the Community Center at 6:00pm. We are also taking a collection of non-perishable food items to be delivered to the New Life Food Pantry on Martin Luther King Jr. Day in honor of the National Day of Service.

Councilman Reid hoped everyone can join us next Thursday for the police community event. The Recreation Committee met earlier and there are many fun and exciting events that are planned for 2025.

Council President Karczewski had his public safety police committee meeting earlier. The Jamesburg Police Department is now accepting applications for 1-2 police officers.

Mayor Slavicek echoed the statements for the upcoming police event and thanked Villa Borghese for donating all the pizza for it.

Councilman Duffy read a statement from Paul Reed, Public Works Director that is entered into the minutes of the meeting.

Councilwoman Bohinski attempted to attend the Board of Education meeting however the parking lot was full. She would like us to enter pictures for National Government week, and reminded everyone that with the new year it is a perfect opportunity to look into hosting a Bike Rodeo. She also stated to the Mayor and Council that she spoke with the Code Enforcer, and he is looking to update the Code Book and would like some input and feedback from the Council as well as Department heads and administrators.

Business Administrator Matthew Crane stated that the preliminary budget is complete and is now being reviewed by the auditor.

Municipal Clerk Melissa Hallerman stated an emergency local business directory is complete and copies are at Borough Hall, Jamesburg Police Department and the Fire Department. George Street Playhouse is once again offering discounted tickets to our residents, more information can be found online. Middlesex County released their dates for 2025 Paper Shredding with times and locations and that can be found on our website.

* CLOSED SESSION – Resolution 2025-60 pertaining to potential litigation and personnel matters.

MOTION – Councilman Karczewski SECONDED – Councilman Duffy
ROLL CALL: 5-0

* OPEN SESSION


MOTION – Councilman Dzingleski SECONDED – Councilwoman Bohinski
ROLL CALL: 5-0

Resolution 2025-61

MOTION – Councilman Karczewski SECONDED – Councilman Duffy
ROLL CALL: 5-0

* ADJOURNMENT

There being no further business, a MOTION to adjourn the meeting was made by Councilman Duffy and SECONDED by Councilwoman Bohinski at 7:36pm. All were in favor.

A handwritten signature in black ink, appearing to read 'Mel Hall', written in a cursive style.

Melissa Hallerman, RMC
Municipal Clerk

RESOLUTION

#2025 - 50

APPOINTMENT OF BACK-UP WATER/SEWER OPERATOR

I, Chris Slavicek, Mayor of the Borough of Helmetta, with advice and consent of the Borough Council, do hereby appoint

WATER RESOURCE MANAGEMENT

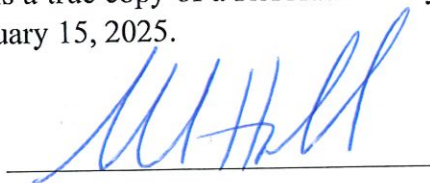
as BACK-UP WATER/SEWER OPERATOR for the Borough of Helmetta for a term that expires on December 31, 2025.

Water Resource Management will receive a monthly amount of \$300.00.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewksi			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk



January 7, 2025

Borough of Helmetta
51 Main Street
Helmetta, NJ 08828

Attn: **Matthew Crane** (m.crane@helmettaboro.com)
Borough Administrator

Re: **Borough of Helmetta**
2025 Proposal for Backup Licensed Operator Services

Dear Mr. Crane:

Water Resource Management, Inc. (WRM) is pleased to provide you with this proposal for assuming responsibility as the backup licensed operator for the W-2/C-2 licensed water and wastewater facilities in Helmetta.

WRM proposes services to include the following:

Backup Licensed Operator Services

1. A Licensed Operator with no less than one license classification lower will be provided to serve as the Borough's backup licensed operator on record with the NJDEP.
2. Communicate with the Licensed Operator on a regular basis to maintain familiarity with the system.
3. Up to 2 hours per month will be spent in service of this scope of work. Regular site visits will not be performed.

Professional Services

Time spent on tasks that exceed the monthly hours designated in the above section shall be billed at the Professional Services rate. WRM will obtain written Borough approval before performing additional professional services.

Emergency Services

Time spent on emergency situations requiring a separate mobilization to the site shall be billed at the Emergency Rate, including portal to portal transportation. There will be no minimum hour charge for emergency call-outs, and every effort will be made to minimize emergency rate billings when possible. Situations will be deemed emergency where immediate attention is required to ensure the safe and regular operation of the system, including but not limited to equipment failure, collections system main breaks, water main breaks, and response to alarms. WRM will only respond to emergency situations after written authorization from the Borough.

Additional Stipulations

1. WRM shall not be responsible under the Backup Licensed Operator Services scope of work for any regulatory oversight, including sampling and submission of regulatory documents. Any assistance in the completion of regulatory processes shall be billed at the Professional Services hourly rate.

2. WRM is not responsible for responding, in writing or otherwise, on behalf of the Borough to resident concerns or media requests, nor attend public meetings. Should the Borough desire for WRM to attend any public meetings or anything outside the enumerated services above, such attendance or services shall be considered a change in scope of WRM's services which will be billed at the *Professional Services* rates set forth below.
3. WRM shall not be required to attend hearings or otherwise participate in any legal or other regulatory proceedings under this proposal. Any attendance by representatives of WRM at any hearings or other legal or regulatory proceedings will be considered a change of scope of services and will be billed at the *Professional Services* rates set forth below.
4. The Borough shall indemnify and hold WRM harmless for any and all claims, actions, allegations, regulatory filings, fines or judgments filed or assessed against the Borough water and/or wastewater facilities as a result of unforeseeable circumstances beyond the control of WRM operations agreement, including but not limited to equipment failure, chemical releases caused by others, spills caused by others, lab errors, or weather-related incidents. The Borough shall further indemnify and defend WRM for any and all claims, actions, allegations, regulatory filings, fines or judgments filed or assessed against the Borough arising out of the negligent acts or omissions of Borough employees, agents, officers, officers or any consultants or sub consultants working for the Borough.

Fee for Services

Backup Licensed Operator Services	\$300.00 monthly lump sum
Professional Services	\$150.00 per hour
Emergency Services	\$160.00 per hour

WRM appreciates the opportunity to submit this proposal for services to the Borough of Helmetta. Our proposed backup licensed operator and project manager shall be Michael Pizzuti.

Please contact Daniel Beach at 856-304-0573 should you have any questions or require additional information.

Sincerely,

WATER RESOURCE MANAGEMENT, INC.



Leonard A. Faiola, PE, PP, CME
President & CEO

cc: Dennis K. Yoder, PE, PP, CME, Principal
John A. Meier, Operations Manager

RESOLUTION

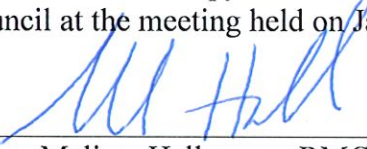
2025-51

**RESOLUTION AUTHORIZATION SALARY FOR QPA/ASSISTANT CFO RETROACTIVE
TO JANUARY 1, 2025**

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, in the County of Middlesex, that Samantha Rampacek will service as QPA/Assistant CFO for the Borough of Helmetta at \$8,500 for the year

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that this is a true copy of a resolution which was adopted by the Borough Council at the meeting held on January 15, 2025.



Melissa Hallerman, RMC
Municipal Clerk

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

RESOLUTION

#2025-52

AUTHORIZING AN AMENDMENT TO THE 2025 TEMPORARY BUDGET

WHEREAS, The Revised Statutes of New Jersey N.J.S. 40A:4-20 provides for the adoption of emergency temporary appropriations in addition to temporary appropriations necessary for the period between the beginning of the current fiscal year and the date of the adoption of the Local Budget for the Year 2025.

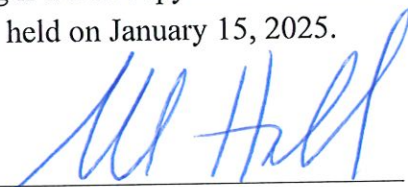
NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Helmetta that the following amendments to the temporary appropriations be made in the amounts and for the purposes herein set forth for the period between January 1st, 2025 and the adoption of the Local budget for the Borough of Helmetta County of Middlesex and State of New Jersey for the Year 2025.

CURRENT FUND		
5-01-23-730-020	Liability Insurance	\$ 27,263.00
5-01-23-732-020	Worker's Comp Insurance	\$ 27,710.00
5-01-36-844-020	PERS Contribution	\$ 33,608.00
TOTAL CURRENT FUND		\$ 88,581.00
WATER UTILITY FUND		
5-05-55-500-022	Water Operating Insurance	\$ 14,171.00
5-05-55-511-023	PERS Contribution	\$ 11,203.00
TOTAL WATER UTILITY FUND		\$ 25,374.00
SEWER UTILITY FUND		
5-07-55-500-022	Sewer Operating Insurance	\$ 14,171.00
5-07-55-511-025	PERS Contribution	\$ 11,203.00
TOTAL SEWER UTILITY FUND		\$ 25,374.00
GRAND TOTAL		\$139,329.00

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



 MELISSA HALLERMAN, RMC
 Municipal Clerk

RESOLUTION
#2025 - 53

OFFICIAL NEWSPAPERS - HOME NEWS TRIBUNE & PRINCETON PACKET

BE IT RESOLVED, by the Mayor and Council of the Borough of Helmetta,
County of Middlesex, State of New Jersey, that the

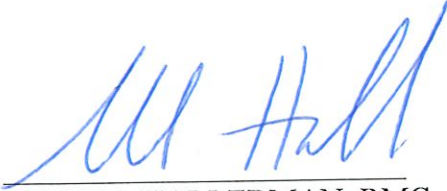
HOME NEWS TRIBUNE
PRINCETON PACKET

be and are hereby designated as the OFFICIAL NEWSPAPERS for the Borough of
Helmetta for the year 2025.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County,
New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by
the Borough Council at the meeting held on January 15, 2025.


MELISSA HALLERMAN, RMC
Municipal Clerk

RESOLUTION
#2025 - 54

A RESOLUTION AUTHORIZING THE APPOINTMENT OF A MUNICIPAL PROSECUTOR FOR THE BOROUGH OF HELMETTA FOR THE 2025 CALENDAR YEAR

WHEREAS, the Borough of Helmetta ("Borough") has determined that there is a need for the legal services of a municipal prosecutor during the 2025 calendar year; and

WHEREAS, Jennifer Burgess, Esq. has submitted a proposal indicating that he will provide legal services as Municipal Prosecutor for the Borough for \$600.00 a Court Session not to exceed \$7,200.00; and

WHEREAS, the term of this contract is for one (1) year from January 1, 2025 to December 31, 2025; and

WHEREAS, the services to be provided are considered to be "Professional Services" pursuant to the Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.; and

WHEREAS, the Local Public Contracts Law authorizes the awarding of a contract for "Professional Services" without public advertising for bids and bidding provided that the Resolution authorizing the contract and the contract itself be available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

NOW, THEREFORE, BE AND IT IS HEREBY RESOLVED, by the Borough Council of the Borough of Helmetta that the Mayor is hereby authorized to execute a contract on behalf of the Borough with Jennifer Burgess, Esq. for the provision of legal services as a municipal prosecutor in an amount of \$600.00 a Court session not to exceed \$7,200.00; and

BE IT FURTHER RESOLVED that these appointments are being made without competitive bidding since the appointments involve members of a recognized profession that is registered by law which is exempt from competitive bidding under N.J.S.A. 40A:11-5; and

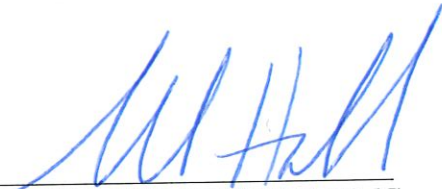
BE IT FURTHER RESOLVED that a notice stating the nature, duration, service and the amount of this contract shall be published in the Home News & Tribune and this Resolution shall be maintained on file and available for public inspection in the office of the Municipal Clerk.

BE IT FURTHER RESOLVED that the Chief Financial Officer has executed a Certification of Funds for this contract, which is attached hereto, and that sufficient funds are or will be available for said contract from Account Number 5-01-20-712-020.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.


 MELISSA HALLERMAN, RMC
 Municipal Clerk

**RESOLUTION
#2025 - 55**

RESOLUTION AUTHORIZING THE TAX ASSESSOR AND BOROUGH ATTORNEY TO ACT AS AGENTS FOR THE BOROUGH OF HELMETTA FOR THE PURPOSE OF FILING AND SETTLING TAX APPEALS ON BEHALF OF THE TAXING DISTRICT FOR THE TAX YEAR 2025

WHEREAS, the Tax Assessor is knowledgeable regarding the valuation and assessment of properties in the Borough of Helmetta; and

WHEREAS, the Tax Assessor has the statutory responsibility, pursuant to N.J.S.A. 54:4-23 to 36 to set assessments for properties in the Borough of Helmetta under the Local Property Tax, N.J.S.A. 54:4-1 et seq; and

WHEREAS, the governing body of the Taxing District deems the Tax Assessor to be responsible and acting in the best interests of the municipality.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and Council of the Borough of Helmetta, that the Tax Assessor and Borough Attorney are hereby authorized to act as agents for the Taxing District without further governing body approval to:

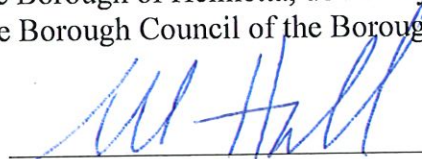
(a) determine when tax appeals, cross appeals, complaints and counterclaims should be filed on behalf of the Taxing District with regarding to any property located in the Borough of Helmetta and accordingly direct the attorney for the Taxing District to file such documents with either the County Tax Board or Tax Court of New Jersey as deemed appropriate.

(b) resolve and settle tax appeals pending before the County Tax Board, Tax Court or Appellate Courts for any tax year and authorize the attorney for the Taxing District to formalize such settlement in the appropriate Courts and/or County Tax Board.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, do hereby certify that the foregoing resolution was duly adopted by the Borough Council of the Borough of Helmetta at a meeting held on the 15th of January, 2025.



 Melissa Hallerman
 Municipal Clerk

MELISSA HALLERMAN, RMC
Municipal Clerk

**RESOLUTION
2025-56**

**RESOLUTION TO APPLY AND OBTAIN A RECREATION GRANT FROM
THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS**

WHEREAS, the Borough of Helmetta desires to apply for and obtain a grant from the New Jersey Department of Community Affairs to carry out recreation projects.

NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta is hereby authorized to submit the application for consideration of a grant and recognizes and accepts the Department may offer a lesser or greater amount that what is requested and therefore upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Helmetta and the New Jersey Department of Community Affairs.

BE IT FUTHER RESOLVED, that the persons whose names, titles and signatures appear below are authorized and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith;

Matthew Crane

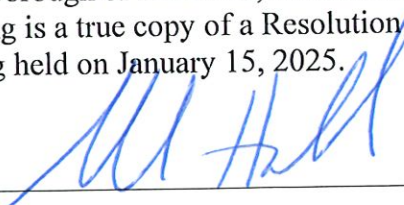
Business Administrator



	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



RESOLUTION

2025-57

A RESOLUTION AMENDING RESOLUTION 24-142 AUTHORIZING THE PURCHASE OF 2024 FORD F550 SUPER DUTY FOR THE PUBLIC WORKS DEPARTMENT VIA STATE CONTRACT

WHEREAS, the Borough of Helmetta originally authorized the purchase of a 2024 Ford F550 Super Duty in amount of \$94,145.20 and

WHEREAS, Paramus Ford notified the Borough of Helmetta that there was a clerical error in the original quote amount and

WHEREAS, the correct amount of the 2024 Ford F550 Super Duty is \$110,225.20

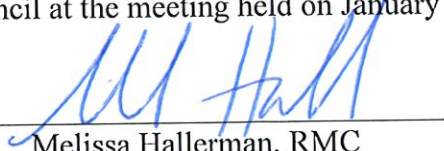
WHEREAS, the Chief Finance Officer has certified that there will be sufficient funds for this contract;

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of the Borough of Helmetta, in the County of Middlesex, as follows:

1. The Mayor and Clerk are hereby authorized and directed to execute an agreement with Paramus Ford, NJ for 1- 2024 Ford F550 Super Duty for a total of \$110,225.20; and
2. A copy of the Agreement shall be available for public inspection in the Borough Clerk's Office during regular business hours.

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that this is a true copy of a resolution which was adopted by the Borough Council at the meeting held on January 15, 2025.



Melissa Hallerman, RMC
Municipal Clerk

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

RESOLUTION

2025-58

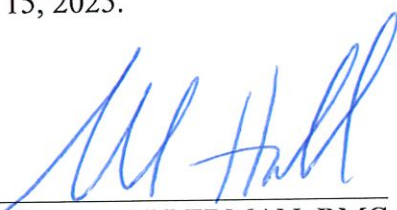
PAYMENT OF BILLS

All bills shall be paid per list.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk

P.O. Type: All
 Range: First to Last
 Format: Detail without Line Item Notes
 Vendors: All
 Rcvd Batch Id Range: First to Last
 Include Non-Budgeted: Y

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

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
ACT01 ACTION DATA SVC, INC												
	25-00032	01/13/25 INV# 90511										
	1 INV#	90511	63.34		5-01-20-705-021	B FINANCE OE	R		01/13/25	01/13/25		N
	2 INV#	90511	21.11		5-05-55-500-021	B WATER OPERATING OE	R		01/13/25	01/13/25		N
	3 INV#	90511	21.12		5-07-55-500-021	B SEWER OPERATING OE	R		01/13/25	01/13/25		N
			<u>105.57</u>									
			Vendor Total:									
			105.57									

AFFOR005 AFFORDABLE SWEEPING LLC												
	24-00813	12/05/24 STREET SWEEPING-										
	1 STREET SWEEPING-	12/10	1,500.00		G-02-14-026-029	B CLEAN COMMUNITIES 2024	R		12/05/24	01/13/25		N
			Vendor Total:									
			1,500.00									

AIR01 AIR GAS TECHNOLOGIES INC.												
	24-00873	12/16/24 PRESSUR SWITCH/BREATHING AIR										
	1 PRESSUR SWITCH/BREATHING AIR		355.00		4-01-25-749-020	B FIRE DEPARTMENT OE	R		12/16/24	01/13/25		N
			Vendor Total:									
			355.00									

AMAZ0005 AMAZON CAPITAL SERVICES												
	25-00036	01/13/25 SUPPLIES										
	1 INV#	17K3-XJQ7-RHKT	126.99		4-01-26-772-020	B BUILDINGS & GROUNDS OE	R		01/13/25	01/13/25		N
	2 INV#	19XM-GX4T-T4LW	25.99		5-01-26-765-020	B STREETS & ROADS OE	R		01/13/25	01/13/25		N
	3 INV#	1XC9-FJL9-VNFX	19.99		5-01-26-772-020	B BUILDINGS & GROUNDS OE	R		01/13/25	01/13/25		N
	4 INV#	1VRQ-CJTL-X64N	10.25		5-01-31-834-020	B OFFICE SUPPLIES	R		01/13/25	01/13/25		N
	5 INV#	19N6-FX36-Y16G	41.75		5-01-31-834-020	B OFFICE SUPPLIES	R		01/13/25	01/13/25		N

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
Item Description											Excl
DYNAS005 DYNASTY COMMERCIAL CLEANING											
25-00019 01/06/25 COM CTR CLEANING-DEC		1,713.60	4-01-26-774-020	B COMMUNITY CENTER OE		R	01/06/25	01/13/25			N
1 COM CTR CLEANING-DEC		1,713.60									
Vendor Total: 1,713.60											
EDM01 EDWARDS GOVTECH											
25-00016 01/06/25 INV# 25-IN1191		4,919.50	5-01-20-708-021	B REVENUE ADMN TAX COLL OE		R	01/06/25	01/13/25			N
1 INV# 25-IN1191		4,476.33	5-01-20-705-021	B FINANCE OE		R	01/06/25	01/13/25			N
2 INV# 25-IN1191		647.44	T-09-00-000-001	B ANIMAL CONTROL EXPENSES		R	01/06/25	01/13/25			N
3 INV# 25-IN1191		1,837.24	5-05-55-500-021	B WATER OPERATING OE		R	01/06/25	01/13/25			N
4 INV# 25-IN1191		1,837.24	5-07-55-500-021	B SEWER OPERATING OE		R	01/06/25	01/13/25			N
5 INV# 25-IN1191		13,717.75									
Vendor Total: 13,717.75											
ENCON005 ENCON SERVICE COMPANY											
25-00042 01/15/25 BORO HALL HEAT REPAIR		1,146.00	5-01-26-772-020	B BUILDINGS & GROUNDS OE		R	01/15/25	01/15/25			N
1 BORO HALL HEAT REPAIR		382.00	5-05-55-500-021	B WATER OPERATING OE		R	01/15/25	01/15/25			N
2 BORO HALL HEAT REPAIR		382.00	5-07-55-500-021	B SEWER OPERATING OE		R	01/15/25	01/15/25			N
3 BORO HALL HEAT REPAIR		1,910.00									
Vendor Total: 1,910.00											
FRENC005 FRENCH & PARRELLO ASSOCIATES											
25-00023 01/06/25 SHELTER REMEDY- 153504		7,415.00	C-04-55-909-100	B ANIMAL SHELTER REMEDIATION 2024-8		R	01/06/25	01/13/25			N
1 SHELTER REMEDY- 153504		7,415.00									
Vendor Total: 7,415.00											
HEL07 HELMETTA MUNICIPAL COURT											
24-00856 12/16/24 NOVEMBER 2024 CC FEES		314.97	4-01-42-855-020	B MUNICIPAL COURT OE		R	12/16/24	01/13/25			N
1 NOVEMBER 2024 CC FEES		314.97									
Vendor Total: 314.97											

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
KENNEO10 KENNEDY SCHEAR												
	23-00847	12/27/23 REFRESHMENT FOR TREE LIGHTING										
	1	REFRESHMENT FOR TREE LIGHTING	650.00		5-01-55-001-304	B ACCOUNTS PAYABLE	R	12/27/23	01/15/25		12-3-2023	N
	24-00832	12/09/24 REFRESHMENT FOR TREE LIGHTING										
	1	REFRESHMENT FOR TREE LIGHTING	650.00		4-01-28-795-020	B RECREATION OE	R	12/09/24	01/13/25			N
	Vendor Total:		1,300.00									
LOC05 LOCKED AND LOADED TRAILERS												
	24-00886	12/20/24 7x14 ENCLOSED TRAILER										
	1	7X14 ENCLOSED TRAILER	1,866.44		G-02-15-026-022	B CLEAN COMMUNITIES 2023	R	12/20/24	01/13/25			N
	2	7X14 ENCLOSED TRAILER	1,886.86		G-02-14-026-029	B CLEAN COMMUNITIES 2024	R	12/20/24	01/13/25			N
	3	7X14 ENCLOSED TRAILER	1,071.40		4-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	12/20/24	01/13/25			N
	4	7X14 ENCLOSED TRAILER	1,071.40		4-01-26-765-020	B STREETS & ROADS OE	R	12/20/24	01/13/25			N
	5	7X14 ENCLOSED TRAILER	1,071.40		4-05-55-500-021	B WATER OPERATING OE	R	12/20/24	01/13/25			N
	Vendor Total:		6,967.50									
	25-00012	01/06/25 NEW HITCH FOR 450 TOW TRAILER										
	1	NEW HITCH FOR 450 TOW TRAILER	250.00		4-01-26-315-020	B VEHICLE MAINT-PUBLIC WORKS	R	01/06/25	01/13/25			N
	Vendor Total:		7,217.50									
MAR0005 MARRIOTT CALLAHAN & BLAIR												
	24-00867	12/16/24 2024 QTRLY RETAINER										
	1	2024 QTRLY RETAINER	1,062.50		4-01-21-720-020	B PLANNING BOARD OE	R	12/16/24	01/13/25			N
	Vendor Total:		1,062.50									
MAX MAXIMUM SECURITY SYSTEMS												
	25-00005	01/06/25 QTRLY PAYMENT										
	1	QTRLY PAYMENT	112.50		5-01-26-772-020	B BUILDINGS & GROUNDS OE	R	01/06/25	01/13/25			N
	Vendor Total:		112.50									

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
MELIS005 MELISSA HALLERMAN	25-00037 01/13/25 REIMBURSEMENT	1 REIMBURSEMENT	238.23	5-01-20-120-020	B MUNICIPAL CLERK OE		R	01/13/25	01/13/25			N
	Vendor Total:		238.23									
MGL01 MGL PRINTING SOLUTIONS	24-00789 11/25/24 WATER/SEWER BILLS	1 WATER/SEWER BILLS	198.00	4-01-31-834-020	B OFFICE SUPPLIES		R	11/25/24	01/13/25			N
		2 SHIPPING	26.00	4-01-31-834-020	B OFFICE SUPPLIES		R	11/25/24	01/13/25			N
	Vendor Total:		224.00									
MID15 MIDDLESEX CO MUNICIPAL CLERKS	25-00038 01/13/25 2025 MEMBERSHIP-M HALLERMAN	1 2025 MEMBERSHIP-M HALLERMAN	100.00	5-01-20-120-020	B MUNICIPAL CLERK OE		R	01/13/25	01/13/25			N
	Vendor Total:		100.00									
MCI01 Middlesex Cty Improvement Auth	24-00890 12/23/24 SINGLE FAMILY HOUSEHOLD-NOV	1 SINGLE FAMILY HOUSEHOLD-NOV	2,835.36	4-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM		R	12/23/24	01/13/25			N
		2 BRUSH TO CTY/ MUN SITE- NOV	827.62	4-01-43-786-020	B MIDDLESEX CO RECYCLING PROGRAM		R	12/23/24	01/13/25			N
	Vendor Total:		3,662.98									
MCU01 Middlesex Cty Utilities Auth	25-00018 01/06/25 DUMPING CHARGES- DECEMBER 2024	1 DUMPING CHARGES- DECEMBER 2024	5,858.26	4-01-32-837-020	B LANDFILL/DISPOSAL SOLID WASTE		R	01/06/25	01/13/25			N
	Vendor Total:		5,858.26									

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
WB001	W.B. MASON											
	25-00035 01/13/25 SUPPLIES											
	1 TONER		40.00		4-01-31-834-020	B OFFICE SUPPLIES	R	01/13/25	01/13/25	01/13/25		N
	2 PAPER/CARD		163.86		5-01-31-834-020	B OFFICE SUPPLIES	R	01/13/25	01/13/25	01/13/25	251503520	N
	3 PB NAME PLATES		31.98		5-01-21-720-020	B PLANNING BOARD OE	R	01/13/25	01/13/25	01/13/25	251503520	N
			<u>235.84</u>									
	Vendor Total:		235.84									
Total Purchase Orders: 44							Total P.O. Line Items:	71	Total List Amount:	62,461.64	Total Void Amount:	0.00

Totals by Year-Fund									
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total		
CURRENT FUND	4-01	27,047.72	0.00	27,047.72	0.00	0.00	27,047.72		
WATER OPERATING FUND	4-05	3,028.40	0.00	3,028.40	0.00	0.00	3,028.40		
Year Total:		30,076.12	0.00	30,076.12	0.00	0.00	30,076.12		
CURRENT FUND	5-01	14,589.07	0.00	14,589.07	0.00	0.00	14,589.07		
WATER OPERATING FUND	5-05	2,240.35	0.00	2,240.35	0.00	0.00	2,240.35		
SEWER OPERATING FUND	5-07	2,240.36	0.00	2,240.36	0.00	0.00	2,240.36		
Year Total:		19,069.78	0.00	19,069.78	0.00	0.00	19,069.78		
GENERAL CAPITAL FUND	C-04	7,415.00	0.00	7,415.00	0.00	0.00	7,415.00		
GRANT FUND	G-02	5,253.30	0.00	5,253.30	0.00	0.00	5,253.30		
ANIMAL TRUST FUND	T-09	647.44	0.00	647.44	0.00	0.00	647.44		
Total of All Funds:		62,461.64	0.00	62,461.64	0.00	0.00	62,461.64		

RESOLUTION
2025-59

**RESOLUTION AUTHORIZING A SHARED SERVICE AGREEMENT BY AND
BETWEEN THE BOROUGH OF HELMETTA AND THE TOWNSHIP OF
MONROE FOR THE STORAGE OF ROAD SALT DEICING MATERIAL**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., (the "Act") permits units of local government to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of local expenses; and

WHEREAS, the Borough of Helmetta ("Helmetta") and the Township of Monroe ("Monroe") are public bodies corporate and politic of the State of New Jersey and are authorized under New Jersey Law to enter into a Shared Services Agreement pursuant to the Act; and

WHEREAS, the Borough of Helmetta desires to utilize the Township of Monroe's salt storage facility located at the Public Works Department, 76 Gravel Hill-Spotswood Road for the storage of their road salt deicing materials; and

WHEREAS, representatives of Monroe and Helmetta have negotiated a Shared Services Agreement, a copy of which is annexed hereto; and

WHEREAS, the Township Council of the Township of Monroe is desirous of entering into the Shared Services Agreement with Helmetta; and

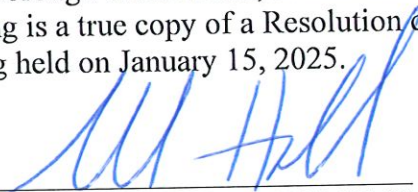
NOW THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Helmetta in the County of Middlesex, State of New Jersey as follows:

1. The Shared Services Agreement shall be open to the public inspection in the Municipal Clerk's Office and shall take effect upon the adoption of a resolution and execution of the agreement by both parties.
2. The Mayor and Township Clerk are hereby authorized to execute the Shared Services Agreement with Helmetta Borough for the storage of their road salt deicing material, annexed hereto.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski			✓			
Bohinski			✓			
Duffy			✓			
Dzingleski	✓		✓			
Reid		✓	✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



 MELISSA HALLERMAN, RMC
 Municipal Clerk

**SHARED SERVICES AGREEMENT
BETWEEN MONROE TOWNSHIP, MIDDLESEX COUNTY
AND BOROUGH OF HELMETTA, MIDDLESEX COUNTY
FOR THE STORAGE OF ROAD SALT DEICING MATERIAL**

THIS AGREEMENT is entered into this 15th day of January
2025 by and between:

TOWNSHIP OF MONROE, a municipal corporation of the State of New Jersey, having offices at One Municipal Plaza, Monroe Twp., N.J. 08831, hereinafter referred to as the "Provider"; and

BOROUGH OF HELMETTA, a municipal corporation of the State of New Jersey, having offices at 51 Main Street Helmetta, N.J. 08828, hereinafter referred to as the "Recipient".

WHEREAS, the "Uniform Shared Services and Consolidation Act", N.J.S.A. 40A:65-1 et seq. (the "Act"), authorizes municipalities to enter into an agreement for the exchange of shared services pursuant to the provisions of that statute; and

WHEREAS, both the "Provider" and the "Recipient" have determined through their governing bodies that the exchange for such services is fair and equitable and is in the best interests and the health and welfare for the citizens in those jurisdictions, and both parties deem it appropriate to define their rights and responsibilities with respect to the services provided for herein.

NOW, THEREFORE, FOR AND IN CONSIDERATION of the exchange of mutual covenants and conditions and such other considerations as set forth in this agreement and is authorized by the provisions of N.J.S.A. 40A:65-1 et seq., the parties agree to the nature and extent of services to be performed as follows:

1. Effective Date of Agreement:

This Shared Services Agreement shall be effective for five (5) years beginning January 6, 2025 and terminating on December 31, 2029.

2. Terms of the Agreement:

- a. Helmetta is permitted to utilize the salt storage facility located at the Monroe Township Public Works Department located at 76 Gravel Hill-Spotswood Road, Monroe Township, N.J. 08831 for the storage of their road salt deicing material.
- b. Helmetta is required to store same/equivalent road salt deicing material as used by the Township of Monroe. It would be in the best interest for Helmetta to utilize the same coop as Monroe Twp. for the purchase of road salt deicing material.
- c. Salt deliveries must be during normal operating business hours of 7:00 a.m. and 2:45p.m.
- d. Adequate notice must be given to the Monroe Township Department of Public Works Director for delivery and pick up of road salt deicing material.
- e. Monroe Township Department of Public Works will record and document all materials delivered and copies of all delivery tickets will be kept on file.
- f. Monroe Township Department of Public Works will keep a salt usage logbook for the purpose of documenting salt picked up from the salt storage facility.
- g. Monroe Township Department of Public Works Director will request replenishment of road salt deicing material based on logbook information and will notify Helmetta when a salt delivery is needed.
- h. All loading of road salt deicing material will be performed only by a Monroe Township Department of Public Works employee.

3. Fees:

In consideration of the services to be provide by the "Provider" pursuant to this agreement, the "Recipient" shall not be charged any storage or handling fees.

4. Termination:

This Agreement may be terminated at any time by either party upon 60-days written notice. If this Agreement is terminated by either party pursuant to this section, the parties shall have no further obligations to one another and shall have no further rights hereunder.

IN WITNESS WHEREOF, the parties have hereunto set their hands and their proper seals to be hereto affixed on the date and year first above written.

ATTEST:

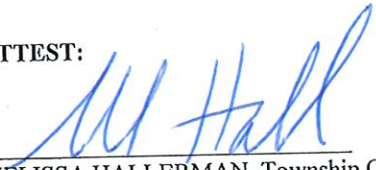
TOWNSHIP OF MONROE

CHRISTINE ROBBINS, Township Clerk

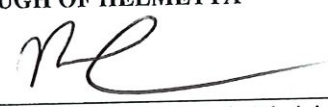
ALAN WEINBERG, Township Administrator

ATTEST:

BOROUGH OF HELMETTA



MELISSA HALLERMAN, Township Clerk



MATTHEW CRANE, Borough Administrator



Township of Monroe

County of Middlesex

CHRISTINE ROBBINS
Township Clerk

OFFICE OF TOWNSHIP CLERK
Municipal Complex
1 Municipal Plaza
Monroe Township, NJ 08831-1900
Phone (732) 656-4573
Fax (732) 521-3190

January 9, 2025

Helmetta Borough Clerk
51 Main Street
Helmetta, NJ 08828

RE: Agreement for Shared Service for Storage of Road Salt Deicing Material

To whom it may concern:

Enclosed please find certified copies of Resolution No. R-1-2025-025, along with original agreements for signature. This resolution was adopted by the Monroe Township Council at the January 6, 2025 council meeting. Once fully executed, please forward the agreements to my attention. Once received and signed by the Township Administrator and Township Clerk I will return to you one fully executed agreement for your records.

Should you have any questions in this regard, please contact me directly at the above number.

Sincerely,

Cassandra Achille, MPA, RMC, CMR
Township Deputy Clerk

Enclosures

MONROE TOWNSHIP, MIDDLESEX COUNTY

RESOLUTION NO.: R-1-2025-025

**RESOLUTION OF THE MONROE TOWNSHIP COUNCIL
AUTHORIZING A SHARED SERVICES AGREEMENT
BY AND BETWEEN
THE BOROUGH OF HELMETTA AND THE TOWNSHIP OF MONROE
FOR THE STORAGE OF ROAD SALT DEICING MATERIAL**

WHEREAS, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1, et seq., (the "Act") permits units of local government to share services for particular purposes and to effectuate agreements for any service or circumstance that will aid and encourage a reduction of local expenses; and

WHEREAS, the Borough of Helmetta ("Helmetta") and the Township of Monroe ("Monroe") are public bodies corporate and politic of the State of New Jersey and are authorized under New Jersey Law to enter into a Shared Services Agreement pursuant to the Act; and

WHEREAS, the Borough of Helmetta desires to utilize the Township of Monroe's salt storage facility located at the Public Works Department, 76 Gravel Hill-Spotswood Road for the storage of their road salt deicing material; and


WHEREAS, representatives of Monroe and Helmetta have negotiated a Shared Services Agreement, a copy of which is annexed hereto as Exhibit A; and

WHEREAS, the Township Council of the Township of Monroe is desirous of entering into the Shared Services Agreement with Helmetta; and

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Monroe, in the County of Middlesex, State of New Jersey as follows:

- 1- The Shared Services Agreement shall be open to public inspection in the Municipal Clerk's Office and shall take effect upon the adoption of a resolution and execution of the agreement by both parties.
- 2- The Mayor and Township Clerk are hereby authorized to execute the Shared Services Agreement with Helmetta Borough for the storage of their road salt deicing material, annexed hereto as Exhibit A.

SO RESOLVED, as aforesaid.



MIRIAM COHEN, Council President

CERTIFICATION

I hereby certify the foregoing Resolution to be a true and exact copy of a Resolution adopted by the Monroe Township Council at its meeting held on January 6, 2025.

December 2024

Municipal Clerk

DATE	NAME	FUND/ACCOUNT	AMOUNT	CK/CASH
12/2/2024	Marcy Steinbeck	Trust - Holiday Event		\$40.00 Cash
12/3/2024	MaryAnne Singleton	Trust - Ornament		\$30.00 Ck# 2915
12/4/2024	Lindsay McElhane	Trust - Holiday Event		\$20.00 Cash
12/5/2024	Dianne Mataya	Trust - Holiday Event		\$60.00 Ck# 2376
12/6/2024	Katie McDonald	Trust - Holiday Event		\$30.00 Cash
12/9/2024	Slavicek	Trust - Ornament		\$75.00 Cash
12/20/2024	Wright	Current - Donation		\$20.00 Cash

BOROUGH OF HELMETTA

Tina Mc Dermott
TINA MCDERMOTT
TAX COLLECTOR

REPORT OF THE TAX COLLECTOR

MONTH OF: DECEMBER

DATED: 1/6/2025

TAXES 2023 0.00
 TAXES 2024 40,993.57
 TAXES 2025 13,503.10

ADJUSTMENTS

TRANSFER OVERPAYMENT 17,457.95
 LIEN TRANSFER -2,724.76
 YEP 716.99

INTEREST 890.06

15,450.18

COSTS FOR TAX SALE
 LIEN REDEMPTION 957.64
 INTEREST 8.68
 DUPLICATE CERT
 DUPLICATE BILL
 TAX SALE PREMIUMS

CLOSING BALANCES

	DEBIT	CREDIT	NET
2019	0.00	(38,011.10)	(38,011.10) Kaplan
2023	0.00	0.00	0.00
2024	0.00	77,919.39	77,919.39
			<u>39,908.29</u>

TOTAL 56,353.05

2025 (4,829.74) 3,097,616.68 3,092,786.94

TAX COLLECTORS TRUST

DATE	CK#	SOURCE	DEBITS	CREDITS
11/30/2024				112,458.24
12/20/2024	1004	23-00001	1,866.32	
12/10/2024		23-00001		966.32
12/30/2024		interest paid		9.66
			<u>1,866.32</u>	<u>975.98</u>
TOTAL AS PER 12/31/24 BANK STATEMENT				111,567.90

BOROUGH OF HELMETTA
2023
 DELINQUENT TAXES AS OF:

2023 \$ SOLD AT 2024 TAX SALE

12/31/24

<u>2023</u>		Cash Recpts	adj	
DECEMBER				<u>101,520.17</u>
JANUARY	101,520.17	(14,283.30)		87,236.87
FEBRUARY	87,236.87	(10,881.94)	(419.62)	75,935.31
MARCH	75,935.31	(16,896.92)		59,038.39
APRIL	59,038.39	(2,882.56)		56,155.83
MAY	56,155.83	(8,260.76)		47,895.07
JUNE	47,895.07	(21,341.27)		26,553.80
JULY	26,553.80	(12,668.01)		13,885.79
AUGUST	13,885.79	0.00		13,885.79
SEPTEMBER	13,885.79	(4,486.60)		9,399.19
OCTOBER	9,399.19	(9,399.19)		0.00
NOVEMBER	0.00	0.00		
BALANCE				<u>\$ -</u>
<u>2024 DELINQUENT TAXES</u>				
NOVEMBER				103,462.78
DECEMBER	103,462.78	(40,993.57)	15,450.18	77,919.39
BALANCE				<u>\$ 103,462.78</u>

RESOLUTION

2025-61

AUTHORIZING BILLING ADJUSTMENTS FOR EXCESS WATER BILLING

WHEREAS, it has been determined by the Business Administrator that there were errors in the 2024 excess water billing file that have resulted in potential overbilling; and

WHEREAS, it has been determined by the Business Administrator that 2004 Tanglewood Court, had a zero reading for quarter 2 of 2024 which caused a much larger excess water charges in quarter 3 of 2024 in the amount \$214.96, and

WHEREAS, the resident was billed a total of \$360.64 for quarter 2 and quarter 3 of 2024. After recalculating the correct usage of 10,000 gallons for 2nd quarter 2024 and 8,000 gallons for 3rd quarter, where the resident should have been billed a total of \$163.60 for quarter 3 and 4 of 2024, and

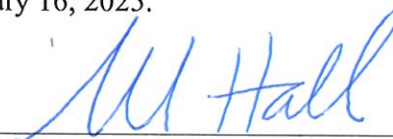
WHEREAS, this is a balance adjustment as the account was actually billed.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Helmetta, County of Middlesex, State of New Jersey, that the Utility Collector is hereby authorized to credit the water account in the amount of \$51.36 and waive any interest accrued to date.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewski	✓		✓			
Bohinski			✓			
Duffy		✓	✓			
Dzingleski			✓			
Reid			✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 16, 2025.



MELISSA HALLERMAN
Municipal Clerk

Water Bill Refund Calculation

QTR	Flat Billed	Excess Billed	Total Billed	Gallons Used
2 QTR 2024	67.74	0	67.74	0
3 QTR 2024	67.74	79.48	147.22	18,000

Total Billed 214.96

Proposed Adjustment

QTR	Flat Billed	Excess Billed	Total Billed	Gallons Used
2 QTR 2024	67.74	21.09	88.83	10,000
3 QTR 2024	67.74	7.03	74.77	8,000

Total Billed 163.6

Difference	51.36
Waived Interest	1.29
Total Credit Adjustment	52.65

ORDINANCE #2025-01

**BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY**

CALENDAR YEAR 2025

**ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO
ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)**

WHEREAS, the Local Government Cap Law (N.J.S.A. 40A:4-45.1 et seq.) provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and

WHEREAS, N.J.S.A. 40A:4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% as an exception to its final appropriations in either of the next two succeeding years; and

WHEREAS, the Borough Council of the Borough of Helmetta in the County of Middlesex finds it advisable and necessary to increase its CY2025 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Mayor and Borough Council hereby determines that a 3.5% increase in the budget for CY2025 amounting to \$42,651.18 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and

WHEREAS, the Mayor and Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Helmetta, in the County of Middlesex State of New Jersey, a majority of the full authorized membership of this Governing Body affirmatively concurring, that in the CY2025 budget year, the final appropriations of the Borough of Helmetta shall, in accordance with this Ordinance and N.J.S.A. 40A:4-45.14, be increased by 3.5%, amounting to \$42,651.18 and that the CY2025 municipal budget for the Borough of Helmetta be approved and adopted in accordance with this Ordinance; and

BE IT FURTHER ORDAINED that any amount authorized by this Ordinance that is not appropriated as part of the final CY2025 budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance as introduced be filed with the Director of the Division of Local Government Services within five (5) days of introduction; and

BE IT FURTHER ORDAINED that a certified copy of this Ordinance upon adoption, with the recorded vote included thereon, be filed with said Director of the Division of Local Government Services within five (5) days after such adoption.

BOROUGH COUNCIL OF THE BOROUGH OF HELMETTA
PUBLIC NOTICE
NOTICE OF PENDING ORDINANCE

The ordinance published herewith was introduced and passed upon first reading at a meeting of the Borough Council of the Borough of Helmetta, County of Middlesex and State of New Jersey, held on January 2, 2025. It will be further considered for final passage, after public hearing thereon, at a meeting of said Borough Council to be held in the Borough Hall, 51 Main Street, Helmetta, in said County, on January 15, 2025 at 7:00 o'clock p.m., or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning the same.

Copies of the ordinance are available to the general public of the Borough who shall request such copies, at the office of the Borough Clerk in said Borough of Helmetta, in the County of Middlesex, New Jersey.

Melissa Hallerman
Borough Clerk
Borough of Helmetta
County of Middlesex, New Jersey

ORDINANCE #2025-01
BOROUGH OF HELMETTA
COUNTY OF MIDDLESEX, STATE OF NEW JERSEY

Introduced: January 2, 2025

Recorded Vote

Motion made by *Councilman Dzingleski*

Second by *Councilman Karczewski*

Roll Call

	RECORDED VOTE			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			
Councilman Dzingleski	✓			
Councilman Reid	✓			
Councilman Stasi	✓			

Adopted on First Reading

Dated: January 2, 2025



Melissa Hallerman, Municipal Clerk

Adopted: January 15, 2025

Recorded Vote

Motion made by *Councilman Dzingleski*

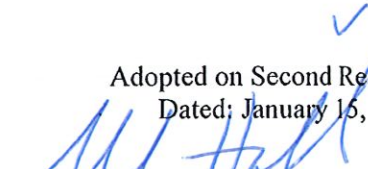
Second by *Councilman Karczewski*

Roll Call

	RECORDED VOTE			
	<u>AYES</u>	<u>NAYS</u>	<u>ABSTAIN</u>	<u>ABSENT</u>
Council President Karczewski	✓			
Councilwoman Bohinski	✓			
Councilman Duffy	✓			
Councilman Dzingleski	✓			
Councilman Reid	✓			
Councilman Stasi	✓			

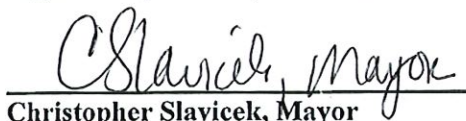
Adopted on Second Reading

Dated: January 15, 2025



Melissa Hallerman, Municipal Clerk

Approval by the Mayor in this



Christopher Slavicek, Mayor
Borough of Helmetta

RESOLUTION

2025-60

EXECUTIVE SESSION

WHEREAS, the Open Public Meetings Act, 1975, Chapter 231 permits the exclusion of the public from a meeting in certain circumstances; and

WHEREAS, this public body is of the opinion that such circumstances presently exist; and

WHEREAS, the Governing Body of the Borough of Helmetta wishes to discuss litigation and personnel matters.

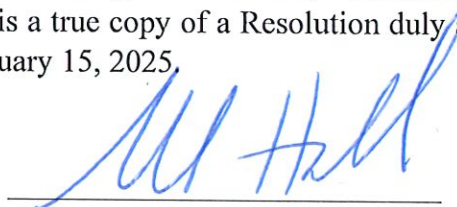
Minutes will be kept and once the matter involving the confidentiality of the matter is no longer considered confidential, then the minutes will be made public.

NOW THEREFORE BE IT RESOLVED that the public be excluded from the meeting.

	Motion	Second	Aye	Nay	Abstain	Absent
Karczewksi	✓		✓			
Bohinski			✓			
Duffy		✓	✓			
Dzingleski			✓			
Reid			✓			
Stasi						✓

CERTIFICATION

I, Melissa Hallerman, Municipal Clerk of the Borough of Helmetta, Middlesex County, New Jersey, do hereby certify that the foregoing is a true copy of a Resolution duly adopted by the Borough Council at the meeting held on January 15, 2025.



MELISSA HALLERMAN, RMC
Municipal Clerk