

**BOROUGH OF WASHINGTON, WARREN COUNTY, NJ  
COUNCIL AGENDA  
January 18, 2011  
7:30 PM**

**STATEMENT OF ADEQUATE NOTICE:**

**ROLL CALL:** Clerk will call the Roll

**EXECUTIVE SESSION:**

Resolution Executive Session

**PRESENTATION:**

PP&D Accounting Services

**MINUTES:**

Regular Meeting of December 21, 2010  
Regular Meeting of January 4, 2011

**EXECUTIVE SESSION**

**MINUTES:**

Executive Session of December 21, 2010

**CORRESPONDENCE:**

Manager Phelan Re: 2011 Budget Information

**AUDIENCE:**

Remarks, petitions, statements and testimony from guests

**ORDINANCES:**

None

## **REPORTS**

1. Managers Reports (redacted version)
2. CFO Report December 2010
3. Municipal Court Report
4. Tax Collectors Revenue Report December 2010\
5. Issues and Details

## **COMMITTEE REPORTS**

Council Committee Resolution Discussion (RT)

DPW Garage Committee	Sewer Committee
Streets Committee	Shared Services Report
Senior Services Committee	

## **OLD BUSINESS:**

Forensic Audit (DH)  
Recreation Commission (JG)

## **NEW BUSINESS:**

1. Approval for Public Release of Executive Session Minutes from July 6, 2010 and July 18, 2010 (copies attached)
2. Approval of Washington Fire Department member- Benjamin Le Clair
3. Resolution 10-2011 Appointing a Waste Water Engineer – Suburban Consulting Engineers
4. Resolution 11-2011 Appointing a Municipal Engineer – Suburban Consulting Engineers
5. Resolution 28-2011 Authorizing Release of Funds from Escrow Kathy's Kove
6. Resolution 29-2011 Authorizing the Release of Funds From Warren County Habitat for Humanity Escrow Account
7. Resolution 30-2011 Cancel Small Balances for Municipal Taxes
8. Resolution 31-2011 Refund Veteran Deduction
9. Resolution 32-2011 Refund Veteran Deduction and Tax Overpayment
10. Resolution 33-2011 Resolution Approving Certain Curbing Improvements along the Right of Way of Gibson Place for P & P of Washington LLC

11. Resolution 35-2011 Resolution to Refund Soil and Sedimentation Control Application
12. Resolution 36-2011 Recreation Committee Appointment – Michael Nachbaur
13. Resolution 37-2011 Recreation Committee Appointment – Maria Martinez
14. Resolution 38-2011 Planning Board Class II Employee Member – Mike Stone

**VOUCHERS:**

List Attached

**RECAP**

**COUNCIL REMARKS:**

Remarks, Reports, Discussions

**ADJOURNMENT:** \_\_\_\_\_ P.M.

**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act; *N.J.S.A.* 10:4-6 *et seq.*, declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

**WHEREAS**, the Open Public Meetings Act also recognizes exceptions to the right of the public to attend portions of such meetings; and

**WHEREAS**, the Mayor and Council find it necessary to conduct an executive session closed to the public as permitted by the *N.J.S.A.* 40:4-12; and

**WHEREAS**, the Mayor and Council will reconvene in public session at the conclusion of the executive session;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, County of Warren, State of New Jersey that they will conduct an executive session to discuss the following topic(s) as permitted by *N.J.S.A.* 40:4-12:

\_\_\_\_\_ A matter which Federal Law, State Statute or Rule of Court requires be kept confidential or excluded from discussion in public (Provision relied upon: \_\_\_\_\_);

\_\_\_\_\_ A matter where the release of information would impair a right to receive funds from the federal government;

\_\_\_\_\_ A matter whose disclosure would constitute an unwarranted invasion of individual privacy;

\_\_\_\_\_ A collective bargaining agreement, or the terms and conditions thereof (Specify contract: \_\_\_\_\_);

\_\_\_\_\_ A matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed; Real Estate Acquisitions

\_\_\_\_\_ Tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

\_\_\_\_\_ Investigations of violations or possible violations of the law;

   x    Pending or anticipated litigation or contract negotiation in which the public body is or may become a party; (The general nature of the litigation or contract negotiations is: Contract Negotiations (Gebhardt and Kiefer) \_\_\_\_\_ the public disclosure of such information at this time would have a potentially negative impact on the municipality's

position in the litigation or negotiation; therefore this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.)

\_\_\_\_\_ Matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his or her ethical duties as a lawyer; (The general nature of the matter is: \_\_\_\_\_

\_\_\_\_\_ OR \_\_\_\_\_ the public disclosure of such information at this time would have a potentially negative impact on the municipality's position with respect to the matter being discussed; therefore this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.);

\_\_\_\_\_ Matters involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective or current public officer or employee of the public body, where all individual employees or appointees whose rights could be adversely affected have not requested in writing that the matter(s) be discussed at a public meeting; (The employee(s) and/or general nature of discussion is: \_\_\_\_; the public disclosure of such information at this time would violate the employee(s) privacy rights; therefore this information will be withheld until such time as the matter is concluded or the threat to privacy rights no longer exists.;

\_\_\_\_\_ Deliberation occurring after a public hearing that may result in the imposition of a specific civil penalty or loss of a license or permit;

**BE IT FURTHER RESOLVED** that the Mayor and Council hereby declare that their discussion of the subject(s) identified above may be made public at a time when the Borough Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion.

**BE IT FURTHER RESOLVED** that the Mayor and Council, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

Date:

\_\_\_\_\_  
Kristine Blanchard, RMC

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY  
WASHINGTON BOROUGH COUNCIL MINUTES – December 21, 2010**

The Regular Meeting of the Borough Council of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 7:30 P.M.

Roll Call: McDonald, Gleba, Cioni, Higgins, Valentine, Boyle, Housel - Present

Also Present: Richard Cushing, Esq. Municipal Attorney  
Richard Phelan Borough Manager  
Kristine Blanchard, Borough Clerk

Mayor McDonald led everyone in the flag salute.

Mayor McDonald read the following Statement into the Record:

“The requirements of the ‘Open Public Meetings Law, 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board of Borough Hall stating the time, place and purpose of the meeting as required by law.

**MINUTES:**

Mayor McDonald entertained a motion to approve the minutes of the Regular meeting of December 7, 2010.

Motion made by Cioni, seconded by Valentine and approved.

Roll Call: Higgins, Boyle, McDonald, Valentine, Cioni, Housel  
Gleba - Abstain

Ayes: 6, Nays: 0  
Abstain: 1  
Motion Carried

**CORRESPONDENCE**

Transitional Aid Plan	
John Paff:	Executive Session Minutes
Christina Woykowski:	Executive Minutes and Recording of Executive Sessions
Mark Bond:	Professional Service Appointments

John Paff: Loitering Code

Motion made by Cioni, seconded by Housel to approve the correspondence.

Ayes: 7, Nays: 0  
Motion Carried

Council Discussion:

Councilwoman Gleba stated that she discussed the Transitional Aid Plan with Manager Phelan previously. She would like to see more suggestions and include 2011 budget reduction possibilities in the plan.

Councilman Cioni stated he was against the recording of executive minutes. Attorney Cushing cautioned Council against the recording of executive session. Recording of these sessions could open the Borough up to litigation. Attorney Cushing also explained that no action can be taken in executive session. Any action taken has to be done in public.

Regarding Mr. Bond's letter; Councilman Cioni stated he feels that Council does not need to solicit bids from professionals for a third time. Councilman Higgins asked if the stated at contacted the Borough regarding the Municipal Attorney appointment. Manager Phelan stated they had and there was a conversation between the DLGS and the Mayor regarding the Municipal Attorney appointment. Councilman Higgins stated that the rest of Council was not notified of this. Manager Phelan stated the state simply wanted more information.

Council concurred to place the approval of Executive Session Minutes on the Council Agenda for approval going forward. The Borough Clerk will provide executive session minutes within thirty days of the meeting.

Motion made by Cioni, seconded by Housel to not record Executive Session Minutes.

Ayes: 6, Nays: 1 (Higgins)  
Motion Carried

## **AUDIENCE**

Mayor McDonald opened the audience portion of the meeting.

Joyce Pyle 88 West Stewart Street

Ms. Pyle stated she would like the Council to solicit more proposals for Municipal Attorney due to the fact the only other firm to submit a proposal to the Borough had to withdraw their firm's name.

Edna Detlif Fisher Avenue

Ms. Detlif asked about the \$100,000 grant received by the BID for the pocket park and the \$490,000 that the Borough will have to pay for the parking lot. She asked how this will affect the 2% CAP. Manager Phelan stated the Borough has the money for the parking lot and will not have to incur debt.

Hearing no further comments from the audience, motion made by Cioni, seconded by Housel to close the audience portion of the meeting.

Ayes: 7, Nays: 0  
Motion Carried

## **ORDINANCES**

Ordinance 15-2010 AN ORDINANCE RESTRICTING THE AWARD OF CONTRACTS EXEMPT FROM PUBLIC BIDDING (CONTRACTOR PAY TO PLAY LAW) (Public Hearing/Adoption)

Mayor McDonald entertained a motion to introduce Ordinance #15-2010 on final adoption and have the clerk read by title.

Motion made by Housel, seconded by Cioni to introduce on final reading and have the clerk read by title only.

The Clerk read Ordinance #15-2010 by title only and stated that this ordinance had been published in the Star Gazette as required by law; a copy was posted on the bulletin board and copies available upon request from the Clerk's office.

Roll Call: Valentine, McDonald, Cioni, Gleba, Higgins, Boyle, Housel – Yes

Ayes: 7, Nays: 0  
Motion Carried

Public Hearing:

Hearing no comments from the public motion made by Gleba, seconded by Higgins to close the public hearing.

Ayes: 7, Nays: 0  
Motion Carried

Motion made by Housel, seconded by Cioni to adopt Ordinance 15-2010 on final passage.

Roll Call: Housel, Boyle, Cioni, Valentine, Gleba, McDonald, Higgins

Ayes: 7, Nays: 0  
Abstain: 0  
Motion Carried

**ORDINANCE # 15 -2010**  
**BOROUGH OF WASHINGTON**  
**WARREN COUNTY, NEW JERSEY**

AN ORDINANCE RESTRICTING THE AWARD  
OF CONTRACTS EXEMPT FROM PUBLIC  
BIDDING  
(CONTRACTOR PAY-TO-PLAY REFORM ORDINANCE)

**WHEREAS**, certain contracts are exempt from public bidding under the Local Public Contracts Law, *N.J.S.A.* 40A:11-1 *et seq.*; and

**WHEREAS**, there is the potential for business entities whose contracts are exempt from public bidding to make substantial political contributions to the election campaigns of the local government elected officers who are ultimately responsible for awarding contracts to such business entities; and

**WHEREAS**, permitting substantial local political contributions from business entities receiving discretionary contracts from the elected officials who receive such contributions raises reasonable concerns on the part of taxpayers as to the influence of those contributions on the process of local government as well as the quality or cost of services received; and

**WHEREAS**, pursuant to *N.J.S.A.* 40A:11-51 a municipality is authorized to adopt by ordinance, measures limiting the award of public contracts to business entities that have made contributions, and limiting the contributions that the recipient of such a contract can make during the term of a contract; and

**WHEREAS**, in the interest of good government, the Mayor and Council of the Borough of Washington desire to establish a policy that will avoid the perception of improper influence in public contracting and local elections.

**NOW, THEREFORE, BE IT ORDAINED**, by the Mayor and Council of the Borough of Washington as follows:

**Section 1.** Chapter 3 entitled “Administration of Government” of the Code of the Borough of Washington is hereby amended to add a new Section 3-26A entitled “Restrictions on Award of Contracts Exempt from Public Bidding” to read as follows

**§3-26A.1 Purpose.** It shall be the purpose of this section to foster competition in the contracting process that is exempt from public bidding and thereby to avoid the appearance of improper influence in public contracting through unregulated contributions to public officials who award contracts by business entities who seek public contracts.

**§3-26A.2 Definitions.** As used in this section 3-26A, the following terms shall have the meanings set forth below:

“Candidate” means and includes (1) every candidate for Borough of Washington elective municipal office; (2) every candidate committee established by or for the benefit of a candidate for Borough of Washington elective municipal office; (3) every joint candidate committee established in whole or in part by or for the benefit of a candidate for Borough of Washington elective municipal office; (4) every political party committee of the Borough of Washington; (5) every political party committee of the County of Warren; and (6) every political committee, continuing political committee, or other form of association or organization that regularly engages in the support of candidates for the Borough of Washington municipal or Warren County elective offices or Borough of Washington municipal or Warren County political parties or political party committees. The terms in the foregoing paragraph have the meaning set forth in *N.J.A.C. 19:25-1.7*.

“Contribution” has the meaning set forth in *N.J.A.C. 19:25-1.7*. By way of illustration, and not limitation, this definition includes gifts, pledges, loans, and in-kind contributions.

“Contract for Professional or Extraordinary Services” means all contracts for “Professional Services” and/or “Extraordinary Unspecifiable Services” as such terms are used in the Local Public Contracts Law at *N.J.S.A. 40A:11-5*.

“Business Entity” means an individual person; firm; corporation; professional corporation; partnership; organization; or association. When a Business Entity is a natural person, a contribution by that person’s spouse or any child living at home shall be deemed to be a contribution by the Business Entity. When a Business Entity is other than a natural person, a contribution by: all principals, partners, officers, or directors of the entity or their spouses; any subsidiaries directly or indirectly controlled by the entity; or any political organization organized under Section 527 of the Internal revenue code that is directly or indirectly controlled by the entity shall be deemed to be a contribution by the Business Entity.

**§3-26A.3 Prohibition on Awarding Public Contracts to Certain Business Entities.**

- A. To the extent that it is not inconsistent with state or federal law, the Borough of Washington and any of its departments, instrumentalities or purchasing agents shall not enter into any agreement or otherwise procure a Contract for Professional or Extraordinary Services from any Business Entity if such Business Entity has solicited or made any Contribution to (1) a Candidate or (2) a holder of public office in the Borough of Washington having ultimate responsibility for the award of a contract in excess of the thresholds specified in subsection C below within one calendar year immediately preceding the date of the contract or agreement.
- B. No Business Entity who submits a proposal for, enters into negotiations for, or agrees to any contract or agreement with the Borough of Washington or any of its departments or instrumentalities, for the rendition of Professional Services or Extraordinary Unspecified Services shall knowingly solicit or make any Contribution to a Candidate or a holder of public office in the Borough of Washington having ultimate responsibility for the award of a contract between the time of first communication between that Business Entity and the municipality regarding a specific agreement for Professional Services or Extraordinary Unspecified Services, and the later of the termination of negotiations or rejection of any proposal, or the completion of the performance or specified time period of that contract or agreement.
- C. The maximum Contributions permitted are: (1) \$300 per calendar year each for any purpose to any candidate or candidate committee for mayor or governing body, or \$500 per calendar year to any joint candidates committee for mayor or governing body, or \$300 per calendar year to a political committee or political party committee of the Borough of Washington; (2) \$500 per calendar year to a Warren County political committee or political party committee; and (3) \$500 per calendar year to any PAC. However, a Business Entity may not annually contribute for any purpose in excess of \$2,500 to all (1) Candidates and (2) holders of public office in the borough of Washington having ultimate responsibility for the award of a contract.
- D. For purposes of this section, the office that is considered to have ultimate responsibility for the award of the contract shall be (1) the Borough of Washington Mayor or Governing body, if the contract requires approval or appropriation from the Mayor or Governing body, or (2) the Mayor of the Borough of Washington if the contract requires approval of the Mayor, or if a public officer who is responsible for the award of a contract is appointed by the Mayor.
- E. No person may be awarded a subcontract to perform under a contract subject to §3-26A.3, if the subcontractor would be disqualified by paragraph (A) from receiving the contract at the time that the subcontract is awarded. Nor may any person who would be disqualified by paragraph

(A) from receiving the contract perform substantially all of the obligations described in a Contract for Professional or Extraordinary Services that is subject to §3-26A.3.

**§3-26A.4 Contributions Made Prior to Effective Date.** No Contribution or solicitation of a Contribution made prior to the effective date of this Ordinance shall be deemed to give rise to a violation of §3-26A.3.

**§3-26A.5. Contract Renewal.** No contract subject to this Ordinance may be renewed, extended, or materially modified unless the resulting renewal, extension, or modification would be allowable under the provisions of §3-26A.3 if it were an initial contract.

**§3-26A.6. Contribution Statement by Business Entity.**

- A. Prior to awarding any Contract for Professional or Extraordinary Services to any Business Entity, the Borough of Washington or its purchasing agents and departments, as the case may be, shall receive a sworn statement from said Business Entity which is the intended recipient of said contract that he / she / it has not made a Contribution in violation of §3-26A.3. The Borough of Washington, its purchasing agents and departments shall be responsible for informing the Borough Council that the aforementioned sworn statement has been received and that the Business Entity is not in violation of §3-26A.3, prior to awarding the contract or agreement.
- B. A Business Entity shall have a continuing duty to report to the Borough of Washington any Contribution that constitutes a violation of §3-26A.3 made during the negotiation, proposal process or the duration of a contract. The Borough of Washington, its purchasing agents and departments shall be responsible for informing the governing body within (10) business days after receipt of said report from the Business Entity, or at the next Borough Council meeting following receipt of said report from the Business Entity, whichever comes first.
- C. The certification required under this subsection shall be made prior to entry into the contract or agreement with the Borough of Washington, or prior to the provision of services or goods, as the case may be, and shall be in addition to any other certifications that may be required by any other provision of law.

**§3-26A.7. Return of Excess Contributions.** A Business Entity that is a party to a Contract for Professional or Extraordinary Services may cure a violation of §3-26A, if, within 30 days after the date on which the applicable ELEC report is published, said Business Entity notifies the municipality in writing and seeks and received reimbursement of the Contribution from the recipient of such Contribution.

**§3-26A.8. Exemption—“Fair and Open” Contracts Not Exempt.** The contribution limitations prior to entering into a contract in §3-26A.3 do not apply to contracts which (1) are awarded to the lowest responsible bidder after public advertising for bids and bidding therefore within the meaning of *N.J.S.A.* 40A:11-4, or (2) are awarded in the case of emergency under *N.J.S.A.* 40A:11-6. There is no exemption for contracts awarded pursuant to a “Fair and Open Process” under *N.J.S.A.* 19:44A-20 *et seq.*

**§3-26A.9. Indexing.** The monetary thresholds in §3-26A.3(C) shall be increased effective March 1 of each calendar year by the percentage increase, in the prior calendar year, of the consumer price index for all urban consumers (CPI-U) for New York-Northern N.J.-Long Island region, rounded to the nearest \$10.00. The Clerk of the Borough of Washington shall, by no later than April 1 of each calendar year, prepare and publish the revised thresholds on the official municipal website and in an official municipal newspaper.

**§3-26A.10. Penalties.**

- A. It shall be material breach of the terms of a Borough of Washington Contract for Professional or Extraordinary Services if a Business Entity that is a party to such agreement or contract has: (1) made or solicited a Contribution in violation of this Ordinance; (2) knowingly concealed or misrepresented a Contribution given or received; (3) made or solicited Contributions through intermediaries for the purpose of concealing or misrepresenting the source of the Contribution; (4) made or solicited any Contribution on the condition or with the agreement that it will be re-contributed to a Candidate or holder of public office having ultimate responsibility for the award of a contract; (5) engaged or employed a lobbyist or consultant with the intent or understanding that such lobbyist or consultant would make or solicit any Contribution, which if made or solicited by the Business Entity itself, would subject the Business Entity to the restrictions of this Ordinance; (6) funded contributions made by third parties, including consultants, attorneys, family members, and employees; (7) engaged in any exchange of Contributions to circumvent the intent of this Ordinance; or (8) directly or indirectly, through or by any other person or means, done any act which if done directly would subject the Business Entity to the restrictions of this Ordinance.
- B. Any Business Entity that violates §3-26A.7(A) shall be disqualified from eligibility for future Borough of Washington contracts for a period of four (4) calendar years from the date of violation.
- C. Notwithstanding the foregoing, any Business Entity who violates any provision of §3-26A.3-7 shall, upon conviction, be liable for the penalties set forth in Chapter 1, Article II, General Penalty, of the Code of the Borough of Washington.

**Section 2.** If any provision of this Ordinance, or the application of any such provision to any person or circumstances, shall be held invalid, the remainder of this Ordinance to the extent it can be given effect, or the application of such provisions to persons or circumstances other than those to which it is held invalid, shall not be affected thereby, and to this extent the provisions of this Ordinance are severable.

**Section 3.** All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

**Section 4.** In accordance with Chapter 3, Article II, Section 15, Subsection E of the Code of the Borough of Washington, this Ordinance shall become effective 20 days after final passage unless the Council, by an affirmative vote of five (5) Council Members, shall adopt a resolution declaring the Ordinance to be an emergency upon which said Ordinance will take effect upon final passage.

**BOROUGH OF WASHINGTON  
WARREN COUNTY**

**RESOLUTION # 226-2010**

**A RESOLUTION DESIGNATING ORDINANCE #15-  
2010 TO BE AN EMERGENCY ORDINANCE.**

**WHEREAS**, Chapter 3, Article II, Section 15, Subsection E of the Code of the Borough of Washington, states that Ordinances shall become effective 20 days after final passage unless the Council, by an affirmative vote of five (5) Council Members, adopts a resolution declaring the Ordinance to be an emergency upon which said Ordinance will take effect upon final passage; and

**WHEREAS**, the project enumerated within the above captioned Ordinance are necessary for the betterment of the residents of the Borough of Washington and;

**WHEREAS**, the 20 day waiting period is not in the best interest of the residents and employees of the Borough of Washington and;

**NOW, THEREFORE, BE IT RESOLVED** by the members of the Borough of Washington of the Borough of Washington, in the County of Warren, State of New Jersey that Ordinance #1-2008 in accordance with Chapter 3, Article II, Section 15, Subsection E of the Code of the Borough of Washington and that this Ordinances shall take effect immediately upon final passage.

Ayes: 7, Nays: 0  
Motion Carried

**REPORTS:**

Motion was made by Cioni, seconded by Valentine to receive and file the following reports:

1. Managers Reports (redacted version)
2. Board of Adjustment – 2010 Cases
3. Municipal Court
4. Police Activity

Councilman Cioni thanked the Borough Manager and the CFO for the submitting the Borough’s best practices to the State.

Councilman Housel stated the DPW employees are moving into the new garage. Councilman Boyle suggested an open house. Mayor McDonald stated in the Spring would be a good time for an open house.

Ayes: 7, Nays: 0  
Motion Carried

**COMMITTEE REPORTS:**

**DPW:** No Report

**Streets Committee:** No Report

**Finance Committee:** No Report

**Shared Services Committee:** No Report

**Senior Services:** No Report

**Website Committee:** Councilman Cioni reminded everyone to register online for information updates from the Website.

**Sewer:** No Report

**Park Committee:** Councilman Cioni thanked the BID and Sandy Cerami for all their hard work in obtaining the \$100,000 grant for the pocket park.

**Grant Committee:** Councilwoman Gleba noted the committee had applied to for the American River Grant for the Pleasant Valley Mill Dam project. Manager Phelan also noted the Borough received a BPU Energy Grant. Manager Phelan is meeting with them tomorrow. Councilman Cioni suggested seeing if it is possible to retrofit the bulbs downtown with LED lighting. Manager Phelan will discuss this with them.

## **OLD BUSINESS**

None

## **NEW BUSINESS**

### **Viridian Energy**

Councilman Cioni proposed that the Governing Body look into this or a company like this to buy their energy from. Viridian Energy is an energy wholesaler. He stated by using an energy wholesaler the Borough could see significant savings in energy costs. Attorney Cushing noted that the law requires that municipalities go out to bid when seeking to buy energy from an energy wholesaler. Attorney Cushing noted that Bid specs would need to be prepared. He would have to look into this as not too many municipalities have done this yet. Council concurred that preliminary research should be done on this.

### **Resolution 215-2010 Redemption of Tax Sale Certificate**

Resolution 215-2010 was moved on a motion made by Housel, seconded by Cioni and adopted.

Roll Call: Housel, Cioni, Gleba, McDonald, Valentine, Higgins, Boyle

Ayes: 7, Nays: 0

Motion Carried

## **RESOLUTION # 215-2010**

### **A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE**

**As per N.J.S.A.54:5**

**KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS,** lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on September 16, 2010 to Lionheart Holdings, LLC, PO Box 3059 Memorial

Station, Montclair, NJ 07042, in the amount of \$3,480.09 for taxes or other municipal liens assessed for the year 2009 in the name of Giordano, Dominick P and Cindly L, as supposed owners, and in said assessment and sale were described as 26 Lenape Trail, Block 101.01 Lot 24, which sale was evidenced by Certificate #10-00043; and

**WHEREAS**, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 12-09-10 and before the right to redeem was cut off, as provided by law, Wells Fargo Home Mortgage claiming to have an interest in said lands, did redeem said lands claimed by Lionheart Holdings, LLC by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$10,200.60, which is the amount necessary to redeem Tax Sale Certificate #10-00043.

**NOW THEREFORE BE IT RESOLVED**, on this 21st day of December 2010 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Lionheart Holdings, LLC, PO Box 3059 Memorial Station, Montclair, NJ 07042 in the **amount of \$15,800.60** (this amount consists of \$10,200.60 + \$5,600.00 Premium).

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 101.01 Lot 24 from the tax office records.

#### **Resolution 216-2010 Redemption of Tax Sale Certificate**

Resolution 216-2010 was moved on a motion made by Housel, seconded by Cioni and adopted.

Roll Call: Housel, Cioni, Gleba, McDonald, Valentine, Higgins, Boyle

Ayes: 7, Nays: 0  
Motion Carried

#### **RESOLUTION # 216-2010**

#### **A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE As per N.J.S.A.54:5**

**KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS**, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on September 16, 2010 to Stonefield Inv Fund I, LLC, 21 Robert Pitt Drive #202, Monsey, NY 10952, in the amount of \$466.79 for taxes or other municipal liens assessed for the year 2009 in the name of Parker, Monica, as supposed owners, and in said assessment and sale were described as 81 Flower Avenue, Block 66.01 Lot 14, which sale was evidenced by Certificate #10-00022; and

**WHEREAS**, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 12-09-10 and before the right to redeem was cut off, as provided by law, Corelogic Tax Services, LLC claiming to have an interest in said lands, did redeem said lands claimed by Stonefield Inv Fund I, LLC by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$1,006.20, which is the amount necessary to redeem Tax Sale Certificate #10-00022.

**NOW THEREFORE BE IT RESOLVED**, on this 21st day of December 2010 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Stonefield Inv Fund I, LLC, 21 Robert Pitt Drive #202, Monsey, NY 10952 in the **amount of \$1,006.20**.

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 66.01 Lot 14 from the tax office records.

**Resolution 217-2010 Resolution Authorizing the Waster Water Engineer to Move Forward with the Geographic Information System Mapping of the Borough's Sanitary Sewer/Storm Sewer Collection System**

Resolution 217-2010 was moved on a motion made by Housel, seconded by Valentine and adopted.

Councilman Boyle asked if this is a want or a need for the Borough. Manager Phelan stated this is a want. Manager Phelan explained that this will give us a better idea of why the Borough experiences high inflow and infiltration in the system. Councilman Boyle stated the sewer committee should have reviewed this.

Roll Call: Housel, Cioni, McDonald, Valentine – Yes  
Gleba, Higgins, Boyle – No

Ayes: 4, Nays: 3  
Motion carried

**Resolution 217-2010**  
**RESOLUTION AUTHORIZING THE BOROUH'S WASTE WATER ENGINEER**  
**TO MOVE FORWARD WITH GEOGRAPHIC INFORMATION SYSTEM**  
**MAPPING OF THE BOROUGH'S SANITARY SEWER AND STORM SEWER**  
**COLLECTION SYSTEM**

**WHEREAS**, the Borough Council of the Borough of Washington has a desire to move forward with Geographic Information System Mapping of the Borough's Sanitary Sewer and Storm Sewer Collection System; and

**WHEREAS**, Resolution 78-2009, also known as the "Scope of Services Resolution" states in part that "Before the start of any project, a scope of services shall be presented to

the Mayor and council, by the respective professional(s) including variables and cause and effect, and estimated costs with sufficient details so the Mayor and council can make an informed decision whether to consider this project at all and if so, which direction to take”; and

**WHEREAS**, attached to this resolution is a proposal from the Borough’s Waste Water Engineer outlining the scope of the proposed project; and

**WHEREAS**, the Borough’s Waste Water Engineer was awarded a contract via Resolution 11-2010, to which there is a sufficient balance of funds to pay for Phase 1 of the project as recommended in the attached memorandum from the Borough Manager.

**NOW THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Washington hereby authorizes the Borough’s Waste Water Engineer to proceed with Phase 1 of the project in as stated in the Borough Managers memorandum.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to Suburban Consulting Engineers.

**Resolution 202-2010 Sustainable Jersey Municipal Certification Program (tabled from previous meeting)**

Resolution 202-2010 was moved on a motion made by Valentine, seconded by Cioni and adopted.

**Resolution 202-2010  
Resolution Supporting Participation  
In the Sustainable Jersey™ Municipal Certification Program**

WHEREAS, a sustainable community seeks to optimize quality of life for its residents by ensuring that its environmental, economic and social objectives are balanced and mutually supportive; and

WHEREAS, The Borough of Washington strives to save tax dollars, assure clean land, air and water, improve working and living environments as steps to building a sustainable community that will thrive well into the new century; and

WHEREAS, The Borough of Washington hereby acknowledges that the residents of Washington Borough desire a stable, sustainable future for themselves and future generations; and

WHEREAS, The Borough of Washington wishes to support a model of government which benefits our residents now and far into the future by exploring and adopting sustainable, economically-sound, local government practices; and

WHEREAS, by endorsing a sustainable path the Borough of Washington is pledging to educate itself and community members further about sustainable activities and to develop initiatives supporting sustainable local government practices; and

WHEREAS, as elected representatives of Washington Borough, we have a significant responsibility to provide leadership which will seek community-based sustainable solutions to strengthen our community:

NOW THEREFORE BE IT RESOLVED, that to focus attention and effort within Washington Borough on matters of sustainability, the Governing Body wishes to pursue local initiatives and actions that will lead to Sustainable Jersey Municipal Certification.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Washington that we do hereby authorize Rich Phelan to serve as The Borough of Washington's agent for the Sustainable Jersey Municipal Certification process and authorize the Municipal Registration on behalf Washington Borough

**Resolution 218-2010 Recreation Fees 2011**

Resolution 218-2010 was moved on a motion made by Housel, seconded by Cioni and adopted as amended.

Discussion: Councilman Cioni stated that he handed out to Council his recommendation of the Recreation fees for 2011. Councilman Higgins stated he agrees with Councilman Cioni's proposal.

Council agreed to amend the Resolution as follows:

Incorporate all of Councilman Cioni's recommendations and change the daily field usage fees for Borough residents to \$30 per day and the non Borough resident to \$60 per day. Also, change the field usage fees for four or more days for Borough residents to \$175.00 and non Borough residents to \$250.00.

Ayes: 7, Nays: 0

Motion Carried

**RESOLUTION NO. 218-2010**

**RESOLUTION MEMORIALIZING THE ESTABLISHMENT  
OF RECREATION FEES FOR 2011**

WHEREAS, the Borough Manager/Recreation Director provided the Mayor and Council with a proposed fee schedule for pool and park activities; and

WHEREAS, in that fees were reviewed to determine whether they are fair to the public and fairly reflect the reasonable cost of public facilities, taking into account such

municipal expenses as wages and benefits, insurance, utility costs, maintenance and repair costs and other unpredictable costs incurred by the Borough to operate the Borough's recreational facilities; and

**WHEREAS**, the Mayor and Council have reviewed the attached fee schedule as proposed by the Borough Manager/Recreation Director and wish to memorialize the approval of the 2011 fee schedule, a copy of which fee schedule is attached to this resolution and will be posted on the Borough website.

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

The 2011 Recreation Fee Schedule, in the form attached to this resolution, is hereby approved. **Washington Borough Recreation Department  
2011 Fee Schedule**

	<b>Borough Resident</b>	<b>Non-Borough Resident</b>
<b>Girl's Softball</b>	\$45 per participant	\$50 per participant
<b>Karate/Self-Defense</b>	\$50 per participant	\$55 per participant
<b>Swim Team**</b>	\$55 per participant	\$60 per participant
<u>**All Swim Team participants are also required to become members of the Borough Pool and pay the appropriate pool membership fees in addition to participant fees. Pool membership can be done on an "Individual" or "Family" basis at the participant's discretion.</u>		
<b>Swim Lessons</b>	\$55 per participant	\$65 per participant
<b>Pool Membership</b>		
Family	\$175	\$250
Individual	\$110	\$125
Senior	Free	\$25
<b>Youth Soccer</b>	\$55 per participant	\$65 per participant
<b>Field Hockey</b>	\$60 per participant	\$75 per participant

<b>Men's Basketball</b>	\$60 per participant	\$70 per participant
Team sponsor (In addition to participant costs as applicable)	\$500	\$500

<b>Youth Basketball</b>	\$55 per participant	\$65 per participant
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<b>Street Hockey</b>	\$50 per participant	\$60 per participant
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**Miscellaneous Fees**

<b>Late Fee</b> (Applies to all participants that sign up after applicable deadline)	\$15 per participant	\$15 per participant
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<b>Field Usage Fee (In addition to participant costs as applicable)</b>		
Daily Fee	\$30	\$60
4 or more days per season	\$175	\$250
Lighting at park	\$55 per night	\$55 per night

**Resolution 219-2010 Resolution requesting Warren County Freeholders Place a Freeze on the Collection of Open Space Tax**

Resolution 219-2010 was moved on a motion made by Housel, seconded by Higgins and adopted.

Ayes: 7, Nays: 0  
Motion Carried

Councilwoman Gleba suggested reaching out to the Freeholders to schedule a meeting to discuss regarding County taxes paid by the Borough and how the money is applied towards the Borough. Council agreed. Manager Phelan will reach out to the Freeholder Board.

RESOLUTION OF THE BOROUGH OF WASHINGTON, COUNTY OF WARREN  
AND STATE OF NEW JERSEY REQUESTING THE WARREN COUNTY  
FREEHOLDERS PLACE A FREEZE ON THE COLLECTION OF OPEN SPACE TAX  
FOR THE YEAR 2011

WHEREAS, in the November election in 1993 the voters of the County of Warren approved by a non-binding referendum to raise property taxes by a rate of \$.02 per \$100 of equalized real property valuation to provide dedicated revenue for land acquisition. Again in 1999 a similar referendum was asked of the citizens of Warren County to increase the tax by an additional \$.02 allowing the Freeholders to collect \$.04 per \$100 of assessed property value. In 2002 another \$.02 was approved by the voters allowing the Freeholders to collect \$.06 per \$100 of assessed property value; and

WHEREAS, the Borough of Washington has since 2003 paid the County of Warren an open space tax that has totaled to date approximately \$2,130,000.00; and

WHEREAS, in addition to the Borough of Washington, Warren Counties 21 other municipalities have also paid Open Space Tax; and

WHEREAS, the County of Warren has established The Agriculture Development Board, The Board of Recreation Commissioners and The Municipal and Charitable Conservancy Trust Fund Committee all of whom have a primary purpose of funding projects in accordance with N.J.S.A. 40:12-15.1 et seq.; and

WHEREAS, over the years these boards have provided funding for eligible projects such as acquisition of open space, recreation, farmland and historic preservation; and

WHEREAS, although the Borough of Washington supports the conservation of open space, the protection of our natural resources and the necessity of preserving our historic sites, it is the state of the economy compounded by the State of New Jersey's budget deficit that every municipal government will be faced with a difficult budget process due to uncertain municipal aid, decreasing revenues and increasing mandates.

NOW, THEREFORE, BE IT RESOLVED, by copy of the Resolution to each Warren County Municipality the Borough of Washington requests the Warren County Freeholders to provide relief to each municipality by placing a freeze on the collection of the Open Space Tax for the year 2011.

**Approval of Shared Service Agreement between the Borough of Washington and the Business Improvement District for Snow Removal.**

Approval moved by Valentine, seconded by Cioni and adopted.

Roll Call: Cioni, Gleba, McDonald, Higgins, Boyle - Yes  
Valentine, Housel – No

Ayes: 5, Nays: 2  
Motion Carried

**SHARED SERVICE AGREEMENT**  
**BETWEEN THE BOROUGH OF WASHINGTON AND**  
**THE WASHINGTON BUSINESS IMPROVEMENT DISTRICT**  
**REGARDING SNOW REMOVAL**

**THIS AGREEMENT**, made this 21<sup>st</sup> day of December 2010, between the BOROUGH OF WASHINGTON, a municipal corporation in the County of Warren, State of New Jersey, having its principal offices at 100 Belvidere Ave., Washington, New Jersey, 07882, (hereinafter referred to as the “Borough”) and the WASHINGTON BUSINESS IMPROVEMENT DISTRICT, a not-for-profit corporation of the State of New Jersey, having its principal offices at 21 Belvidere Ave., Washington, NJ 07882 (hereinafter referred to as the BID”), and

**WHEREAS**, the BID has approached the Borough for assistance in providing snow removal services to certain sidewalks located within the Downtown Business District, and

**WHEREAS**, the Borough has the equipment, supplies and manpower to be able to assist the BID with snow removal without impairing its ability to provide snow removal as required in the rest of the Borough; and

**WHEREAS**, the BID will reimburse the Borough for snow removal services provided; and

**WHEREAS**, the sharing of the cost of snow removal services will benefit both the Borough and the BID by increasing the efficiency of snow removal and decreasing the costs; and

**WHEREAS**, both parties have approved the Agreement; and

**WHEREAS**, the Agreement shall be known as the WASHINGTON BOROUGH – WASHINGTON BUSINESS IMPROVEMENT DISTRICT SNOW REMOVAL SHARED SERVICE AGREEMENT;

**NOW, THEREFORE**, IN CONSIDERATION of the promises, covenants, terms and conditions set forth, it is mutually agreed as follows:

1. The Borough agrees to remove snow that has accumulated near the curb on the following sidewalks located within the Downtown Business District, as outlined in “Exhibit A”:
  - a. Route 57 East and West from School Street to Lincoln Ave.
  - b. Broad Street from Allegar Street to Rt. 57

- c. Belvidere Ave. from Rt. 57 to Church Street
2. The above-referenced sidewalks will only be cleared of accumulated snow when the following conditions have been met:
  - a. The Borough must receive a minimum of twenty-four (24) hours advance notice of the BID's intention to utilize Borough services. Said notice must come directly from the BID Executive Director (or designee) to the Borough Manager.
  - b. Accumulated snow will not be removed at any location until the Borough has completed the removal of snow on all other public property located within the Borough. At a minimum, the accumulated snow will not begin to be removed from the sidewalks referenced in this agreement until forty-eight (48) hours after the snow fall has ceased, weather permitting.
3. **The Borough's actions pursuant to the terms of this Agreement do not relieve any property owner from responsibility for clearing sidewalks of snow and ice. The ultimate responsibility for such snow/ice control/removal on all of the sidewalks referenced in this Agreement remains on the property owner as dictated in Chapter 75 of the Borough Code of the Borough of Washington, as amended.**
4. For the 2010 – 2011 winter season, the BID agrees to pay the Borough \$118.00 per hour for labor, equipment, and materials.
  - a. The Borough will issue a monthly bill to the BID for any services rendered during the month.
  - b. The hourly service fee charged in the Agreement may be adjusted on a yearly basis to account for increases in cost attributable to labor, equipment or materials. Under no circumstances will the Borough increase the hourly rate without adequate justification and notice to the BID so it can properly allocate additional funds. Should an increase be required, sufficient documentation will be supplied to the BID to support the hourly rate change.
5. The Borough's maintenance workers will be considered employees of the Borough at all times when providing services pursuant to the terms of this Agreement whether on Borough, BID or Private property. The Borough will provide workers compensation, liability and motor vehicle insurance for its employees.
6. This Agreement shall become effective on December 21, 2010 and shall continue in effect for a period of twelve (12) months, expiring on December 20, 2011, unless either party to this Agreement gives thirty days (30) written notice of its intention to terminate its participation in the Agreement. This Agreement may be extended for an additional twelve (12) month period upon passage of a resolution by the Borough and BID respectively.

7. This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.

**IN WITNESS WHEREOF**, the Borough of Washington and the Washington Business Improvement District have caused this Agreement to be signed and attested to by their respective officers and their respective seals to be affixed hereto the day and year first above written.

**Resolutions 221-2010 through 224-2010**

Resolutions 221-2010 through 224-2010 were moved on a motion made by Higgins, seconded by Gleba and adopted.

Roll Call: Higgins, Gleba, Valentine, Housel, Cioni, McDonald, Boyle

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION #221-2010**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF WASHINGTON,**

**WARREN COUNTY, ASSIGNING A LABOR LIEN ON BLOCK 71 LOT 3**

**WHEREAS**, Section 91-1 of the Code of the Borough of Washington (the Code) provides that weeds and vegetable growths in excess of one foot in height are a public nuisance; and

**WHEREAS**, Section 91-3 that the Borough can cause such nuisance to be abated; and

**WHEREAS**, Section 91-4 provides that the costs of the abatement done under Section 91-3 be charged to the property owner as a labor lien on the property.

**WHEREAS**, the Zoning Code Enforcement Officer of the Borough has certified, per the attached, that the owner of the property of the property at 107 Harding Drive, identified on the tax maps of the Borough as Block 71 Lot 3 was in violation of Section 91-1 of the Code so that it was necessary for the Borough to take action to cut and bag the grass; and

**WHEREAS**, the Zoning Code Enforcement Officer has certified that the Borough incurred costs of \$708.00 to correct the violation.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that under the provisions of Section 75-70 et seq the Tax Collector is hereby authorized and directed to place a lien in the amount of \$708.00 on the property at 107 Harding Drive, identified on the tax maps of the Borough as Block 71 Lot 3.

**RESOLUTION #222-2010**  
**RESOLUTION FOR REDEMPTION OF TAX SALE CERTIFICATE**  
**as per N.J.S.A.54: 5**

**KNOW ALL PERSONS BY THESE PRESENTS, THAT, WHEREAS**, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on September 16, 2010 to Borough of Washington, 100 Belvidere Avenue, Washington, NJ 07882 in the amount of \$450.42 for taxes or other municipal liens assessed for the year of 2009 and in the name of Ritter, Theresa as supposed owners, and in said assessment and sale were described as 142 Belvidere Avenue, Block 30 Lot 4, which sale was evidenced by Certificate #10-00015.

**WHEREAS**, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 12-06-2010 and before the right to redeem was cut off, as provided by law, Chase/FARETS claiming to have an interest in said lands, did redeem said lands claimed by Borough of Washington, and last above mentioned, by paying to the Collector of Taxes of said taxing district of Washington Borough the amount of \$500.82, which is the amount necessary to redeem Tax Sale Certificate #10-00015.

**NOW THEREFORE BE IT RESOLVED**, on this 21<sup>st</sup> day of December, 2010 by the Mayor and Council of the Borough of Washington, County of Warren authorizes the Mayor to sign Certificate #10-00015 for cancellation.

**BE IT FUTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 30 Lot 4 from the tax office records.

**RESOLUTION # 223-2010**

**A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE**

**As per N.J.S.A.54:5**

**KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS**, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on September 16, 2010 to US Bank Cust Empire Tax Fund I, TLSSG; 2 Liberty Place, 50 South 16<sup>th</sup> Street 1950, Philadelphia, PA 19102, in the amount of \$20,729.21 for taxes or other municipal liens assessed for the year 2009 in the name of Barton, John M, as supposed owners, and in said assessment and sale were described as 108 Route 31 South, Block 84 Lot 2, which sale was evidenced by Certificate #10-00029; and

**WHEREAS**, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 11-29-10 before the right to redeem was cut off, as provided by law, John

M Barton claiming to have an interest in said lands, did redeem said lands claimed by US Bank Cust Empire Tax Fund I by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$41,060.62, which is the amount necessary to redeem Tax Sale Certificate #10-00029.

**NOW THEREFORE BE IT RESOLVED**, on this 21st day of December 2010 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to US Bank Cust Empire Tax Fund I, TLSG; 2 Liberty Place, 50 South 16<sup>th</sup> Street Ste 1950, Philadelphia, PA 19102, in the amount of **\$41,060.62**.

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 84 Lot 2 from the tax office records.

**RESOLUTION #224-2010**

**A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE**

**As per N.J.S.A.54:5**

**KNOW ALL MEN BY THESE PRESENTS, THAT, WHEREAS**, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on December 4, 2008 to John LaFlamme, in the amount of \$173.84 for taxes or other municipal liens assessed for the year 2007 in the name of Pedersen, Alan and Martina, as supposed owners, and in said assessment and sale were described as 264 East Washington Avenue, Block 70 Lot 7 C0264, which sale was evidenced by Certificate #08-00452; and

**WHEREAS**, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 11-30-10 and before the right to redeem was cut off, as provided by law, Alan Pedersen, claiming to have an interest in said lands, did redeem said lands claimed by John LaFlamme, by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$3,488.17, which is the amount necessary to redeem Tax Sale Certificate #08-00452.

**NOW THEREFORE BE IT RESOLVED**, on this 21<sup>st</sup> day of December, 2010 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to John LaFlamme, 9 Lisa Ct, Oxford, NJ 07863 in the amount of **\$3,488.17**.

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 70 Lot 7 C0264 from the tax office records.

**VOUCHERS**

Motion made by Cioni, seconded by Housel to approve the claims and vouchers in the amount of \$ 367,287.99

Ayes: 7, Nays: 0

Abstain: 2 (Higgins – Fire Department Invoices, Gleba – Finelli Consulting Invoices)

Motion Carried

## **RECAP**

Manager Phelan will see if the energy grant can be used to update the bulbs downtown with LED bulbs. He will update the Recreation fees resolution and will reach out to the Warren County Freeholders to discuss County taxes.

## **COUNCIL REMARKS**

Councilman Boyle wished Councilman Cioni and Councilman Housel much luck in the future and stated he enjoyed working with them over the years.

Councilman Higgins thanked Councilman Cioni and Councilman Housel for their service to the Borough. Councilman Higgins reported he visited the new DPW Garage and his happy it is complete.

Councilwoman Gleba noted that she read in the Managers report that the Historical Society will do research on the cannon. She motioned to have the cannon place on the National Historic Registry, seconded by Councilman Boyle. Ayes: 7, Nays: 0 Motion Carried. She requested the Resolution regarding the reserved for uncollected taxes be placed on the next agenda. She wished Councilman Cioni and Councilman Housel luck in the future.

Councilman Valentine thanked Councilman Cioni and Councilman Housel for the help they have given him.

Mayor McDonald stated both Councilman Cioni and Councilman Housel will be missed. He thanked Councilman Housel for his dedication for the Borough for seventeen years.

Councilman Cioni stated the last four years have been wonderful serving his community. He thanked Councilman Housel for being an inspirational role model.

Councilman Housel thanked his fellow Council members and his constituents for everything over the last seventeen years. He will enjoy his retirement from the Governing Body and wishes everyone luck in the upcoming year.

## **EXECUTIVE SESSION**

A motion was made by Higgins, seconded by Housel, to enter into Executive Session to discuss Contract Negotiations at 9:40 p.m.

Ayes: 6, Nays: 0  
Nays: 1 (Boyle)  
Motion carried.

**RESOLUTION AUTHORIZING EXECUTIVE SESSION**

**WHEREAS**, the Open Public Meetings Act; *N.J.S.A.* 10:4-6 *et seq.*, declares it to be the public policy of the State to insure the right of citizens to have adequate advance notice of and the right to attend meetings of public bodies at which business affecting the public is discussed or acted upon; and

**WHEREAS**, the Open Public Meetings Act also recognizes exceptions to the right of the public to attend portions of such meetings; and

**WHEREAS**, the Mayor and Council find it necessary to conduct an executive session closed to the public as permitted by the *N.J.S.A.* 40:4-12; and

**WHEREAS**, the Mayor and Council will reconvene in public session at the conclusion of the executive session;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, County of Warren, State of New Jersey that they will conduct an executive session to discuss the following topic(s) as permitted by *N.J.S.A.* 40:4-12:

\_\_\_\_\_ A matter which Federal Law, State Statute or Rule of Court requires be kept confidential or excluded from discussion in public (Provision relied upon: \_\_\_\_\_);

\_\_\_\_\_ A matter where the release of information would impair a right to receive funds from the federal government;

\_\_\_\_\_ A matter whose disclosure would constitute an unwarranted invasion of individual privacy;

\_\_\_\_\_ A collective bargaining agreement, or the terms and conditions thereof (Specify contract: \_\_\_\_\_);

\_\_\_\_\_ A matter involving the purpose, lease or acquisition of real property with public funds, the setting of bank rates or investment of public funds where it could adversely affect the public interest if discussion of such matters were disclosed; Real Estate Acquisitions

\_\_\_\_\_ Tactics and techniques utilized in protecting the safety and property of the public provided that their disclosure could impair such protection;

\_\_\_\_\_ Investigations of violations or possible violations of the law;

X   Pending or anticipated litigation or contract negotiation in which the public body is or may become a party; (The general nature of the litigation or contract negotiations is: Shared Service Agreement \_\_\_\_\_ the public disclosure of such information at this time would have a potentially negative impact on the municipality's position in the litigation or negotiation; therefore this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.)

\_\_\_\_\_ Matters falling within the attorney-client privilege, to the extent that confidentiality is required in order for the attorney to exercise his or her ethical duties as a lawyer; (The general nature of the matter is: \_\_\_\_\_ OR \_\_\_\_\_ the public disclosure of such information at this time would have a potentially negative impact on the municipality's position with respect to the matter being discussed; therefore this information will be withheld until such time as the matter is concluded or the potential for negative impact no longer exists.);

\_\_\_\_\_ Matters involving the employment, appointment, termination of employment, terms and conditions of employment, evaluation of the performance, promotion or disciplining of any specific prospective or current public officer or employee of the public body, where all individual employees or appointees whose rights could be adversely affected have not requested in writing that the matter(s) be discussed at a public meeting; (The employee(s) and/or general nature of discussion is: OR \_\_\_\_\_ the public disclosure of such information at this time would violate the employee(s) privacy rights; therefore this information will be withheld until such time as the matter is concluded or the threat to privacy rights no longer exists.;

\_\_\_\_\_ Deliberation occurring after a public hearing that may result in the imposition of a specific civil penalty or loss of a license or permit;

**BE IT FURTHER RESOLVED** that the Mayor and Council hereby declare that their discussion of the subject(s) identified above may be made public at a time when the Borough Attorney advises them that the disclosure of the discussion will not detrimentally affect any right, interest or duty of the Borough or any other entity with respect to said discussion. ;

**BE IT FURTHER RESOLVED** that the Mayor and Council, for the reasons set forth above, hereby declare that the public is excluded from the portion of the meeting during which the above discussion shall take place.

A motion was made by Higgins, seconded by Cioni, to exit Executive Session at 9:45 p.m.

Ayes: 7, Nays: 0  
Motion carried.

Hearing no further business, a motion was made by Housel, seconded by Valentine, to adjourn the meeting at 9:45pm.

Ayes: 7, Nays, 0  
Motion Carried.

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Mayor Scott McDonald

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Kristine Blanchard, Borough Clerk

**MINUTES OF THE REORGANIZATIONAL MEETING HELD  
JANUARY 4, 2011**

The Re-organizational Meeting of the Borough of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 7:30 P.M.

Roll Call: Higgins, Gleba, Boyle, Valentine, McDonald, Jewell, Torres

Also Present: Richard Phelan, Borough Manager  
Richard P. Cushing, Esq., Municipal Attorney  
Kristine Blanchard, RMC Borough Clerk

The Flag Salute was led by the Mayor.

The Mayor read the following Statement into the Record:

“The requirements of the ‘Open Public Meetings Law’ P.L. 1975, Chapter 231 have been satisfied in that adequate notice of this meeting has been published in the Star Gazette and posted on the Bulletin Board stating the time, place and purpose of the meeting as required by law.

**SWEARING IN OF NEWLY ELECTED OFFICIALS:**

Senator Doherty swore in the following newly elected officials:

Jeanine Gleba  
David Higgins  
Justin Jewell  
Robert Torres

**Mayor’s Year End Message**

Mayor McDonald read his year-end message that summarized the events and accomplishments of the governing body during the year.

**Mayors Message for 2010**

2010 was another challenging year for Washington Borough. We accomplished much, but still have significant work to do in 2011. Thanks go to all our staff for these accomplishments.

We say farewell to Victor Cioni, and Terry Housel, from council. These 2 gentlemen care deeply for our community, and their service will be missed. We welcome 2 new members to

our council, Robert Torres, and Justin Jewell. These gentlemen also care for the health and well being of our town, and I welcome them to council.

This year we were able to complete the Downtown Streetscape Project, and finish the Borough Garage. Both of these projects had their own unique challenges, but construction is now finished. We anticipate some contract issues in finishing the garage paperwork, but our confident they will be worked out.

Sewer billing has been brought in house, as opposed to our having an outside organization provide this service. Billing will be done quarterly now, where it was done monthly before. These changes will save the Borough approximately \$60,000 dollars.

We moved our court to Mansfield Township. This makes sense because the police that serve our area will now all go to the same court. It also saves us from having to upgrade our facilities to comply with State standards. The anticipated savings are about \$55,000 dollars.

We investigated the feasibility of closing our library and joining the Warren County Library system. The pros of joining the County Library are that our citizens would have a few more services, and longer operating hours. The cons were that people would have to travel farther, and it would be more expensive. It was suggested that this be a ballot question, but council decided against putting it on the ballot.

We were pleased to receive \$400,000 dollars in Transitional Aid from the state of NJ. Accepting this money also caused us to sign a Memorandum of Understanding with the State of NJ. This agreement is not selling our soul as some have suggested. It just means that the state wants to be involved in our decision making, to ensure that things are being done according to law. I have no fear of this agreement, as we now do everything according to the law.

Franklin Township has joined with our Municipal Alliance. This is a minimal cost saving for both communities, but a savings none the less. Both communities send to the same regional school district, so this also makes sense from a logistics standpoint.

## **Looking ahead**

This year we have to deal with a 2% tax levy cap. There are some exemptions, but we must find a way to cut about \$650,000 dollars from the budget to meet this cap. The people voted to keep garbage in our taxes, and this counts against the cap. The people also voted for a forensic audit to be done, and we are unsure how this will affect our cap numbers. We await guidance from the state on how to handle these issues.

Some of the things we will be doing this year include:

- Finding ways to save energy

- Continue service sharing
- Finding ways to make the pool profitable
- Provide a less expensive means of garbage collection
- Continue lowering our debt, and not take on new debt
- Reduce reliance on tax anticipation notes

I look forward to making Washington Borough the wonderful community I know it can be. With your help, we can make it happen.

### **Nomination of Deputy Mayor**

Councilman Higgins motioned to nominate Councilman Boyle as Deputy Mayor, seconded by Councilman Jewell.

Roll Call: Higgins, Jewell, McDonald, Torres, Valentine, Gleba, Boyle

Ayes: 7 Nays: 0

Motion Carried

Attorney Cushing administered the Oath of Office to Deputy Mayor Jewell.

### **RESOLUTIONS:**

#### **Resolution #1-2011 – Temporary Budget and Resolution 2-2010 Temporary Sewer Budget**

The following Resolutions was moved by Higgins, seconded by Boyle and adopted:

Roll Call: Higgins, Valentine, Boyle, Gleba, Jewell, Torres, McDonald.

Ayes: 7, Nays:

Motion Carried

**BOROUGH OF WASHINGTON  
RESOLUTION  
2011 TEMPORARY BUDGET-  
Current Fund**

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Laws that where any contract, commitments or payments are to be made prior to the final adoption of the 2011 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time provided, and;

**WHEREAS**, the date of this resolution is within the first thirty days of January 2011, and;

**WHEREAS**, the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is \$6,535,177.47, and;

**WHEREAS**, temporary budget appropriations for 2011 are \$2,185,324.23 including appropriations for capital improvement fund, debt redemption and public assistance.

**WHEREAS**, temporary budget appropriations do not exceed 26.25% of the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance is \$1,715,484.09

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Washington, County of Warren, State of New Jersey, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer.

**BOROUGH OF WASHINGTON  
WARREN COUNTY  
2010 BUDGET PROJECTIONS  
BUDGET APPROPRIATIONS**

**CURRENT FUND**

Account Number	Account Description	Temp Budget
		26.25%
		1,715,484.09
0-01-20-100-000-010	GENERAL ADMIN SW	29,954.50
0-01-20-100-000-020	GENERAL ADMIN OE	7,414.75
0-01-20-110-000-012	MAYOR & COUNCIL Part Time	3,625.00
0-01-20-110-000-020	MAYOR & COUNCIL OE	1,928.75
0-01-20-120-000-010	CLERK SW	18,167.65
0-01-20-120-000-020	CLERK OE	3,757.36
0-01-20-130-000-010	FINANCIAL ADMIN SW	23,056.08
0-01-20-130-000-020	FINANCIAL ADMIN OE	3,750.00
0-01-20-135-000-028	AUDIT SERVICES Contractual Svcs Forensic Audit	
0-01-20-145-000-010	TAX COLLECTION SW	39,709.75
0-01-20-145-000-020	TAX COLLECTION OE	1,467.50
0-01-20-150-000-010	TAX ASSESSMENT SW	9,652.19
0-01-20-150-000-020	TAX ASSESSMENT OE	5,425.00
0-01-20-155-000-020	LEGAL OE	17,250.00
0-01-20-165-000-028	ENGINEERING Contractual Svcs	11,875.00
0-01-20-170-000-020	DOWNTOWN REDEV OE	-
0-01-21-180-000-012	PLANNING BOARD Part Time	931.90
0-01-21-180-000-020	PLANNING BOARD OE	2,934.34
0-01-21-185-000-012	BOARD OF ADJ Part Time	367.50
0-01-21-185-000-020	BOARD OF ADJ OE	1,395.84
0-01-22-195-000-010	LOCAL CODE ENF SW	10,000.00
0-01-22-195-000-020	LOCAL CODE ENF OE	468.75
0-01-22-195-001-020	P.E.O.S.H.A	250.00
0-01-23-210-000-000	LIABILITY INSURANCE	55,000.00
0-01-23-215-000-000	WORKER'S COMP	-
0-01-23-220-000-000	GROUP HEALTH INSURANCE	53,620.85
0-01-23-225-000-000	UNEMPLOYMENT INSURANCE	5,936.75
0-01-25-240-000-010	POLICE DEPT SW	14,608.04
0-01-25-240-000-020	POLICE DEPT OE	521,250.00
0-01-25-252-000-012	EMERGENCY MGMT Part Time	753.75
0-01-25-252-000-020	EMERGENCY MGMT OE	250.00
0-01-25-255-000-020	FIRE DEPT OE	8,329.75
0-01-25-260-000-020	AID TO VOL AMBULANCE OE	
0-01-25-265-000-010	FIRE & SAFETY CODE ENF SW	4,930.38
0-01-25-265-000-020	FIRE & SAFETY CODE ENF OE	1,437.50
0-01-25-265-001-073	FIRE HYDRANTS Fire Hydrant Chgs	17,000.00
0-01-25-275-000-028	MUNICIPAL PROSECUTOR	-
0-01-26-290-000-010	STREETS & ROADS SW	90,894.50
0-01-26-290-000-020	STREETS & ROADS OE	32,249.50
0-01-26-305-000-028	SOLID WASTE COLLECTION Contractual Svcs	64,750.00
0-01-26-310-000-010	BUILDINGS & GROUNDS SW	3,020.81
0-01-26-310-000-020	BUILDINGS & GROUNDS OE	7,548.75
0-01-26-313-000-010	SHADE TREE COMMISSION SW	233.50
0-01-26-313-000-020	SHADE TREE COMMISSION OE	3,375.00
0-01-27-340-000-012	ANIMAL CONTROL Part Time	-
0-01-27-340-000-299	ANIMAL CONTROL Miscellaneous	-
0-01-28-370-000-010	RECREATION SW	-
0-01-28-370-000-012	RECREATION SW - Part-Time	10,000.00
0-01-28-370-000-020	RECREATION OE	-
0-01-29-390-000-010	MUNICIPAL LIBRARY SW	36,785.25
0-01-29-390-000-020	MUNICIPAL LIBRARY OE	11,380.50
0-01-30-420-000-299	CELEBRATION OF PUBLIC EVENTS Miscellaneous	

**BOROUGH OF WASHINGTON  
WARREN COUNTY  
2010 BUDGET PROJECTIONS  
BUDGET APPROPRIATIONS**

**CURRENT FUND**

Account Number	Account Description	Temp Budget
0-01-31-430-000-299	ELECTRICITY	14,750.00
0-01-31-435-000-020	TRAFFIC LIGHTS OE	20,250.00
0-01-31-435-000-075	TRAFFIC LIGHTS Street Lighting	625.00
0-01-31-435-000-100	TRAFFIC LIGHTS Traffic Lights	-
0-01-31-435-000-113	TRAFFIC LIGHTS Traffic Light Repair	-
0-01-31-440-000-000	TELEPHONE	8,750.00
0-01-31-445-000-000	WATER	3,750.00
0-01-31-446-000-000	NATURAL GAS	8,750.00
0-01-31-447-000-000	HEATING OIL	1,250.00
0-01-31-455-000-000	SEWAGE DISPOSAL	-
0-01-31-460-000-000	GASOLINE & DIESEL	3,250.00
0-01-31-465-000-000	SOLID WASTE DISPOSAL	43,350.00
0-01-35-470-000-000	CONTINGENT	-
0-01-36-426-000-000	Refund of Tax Appeals	-
0-01-36-471-000-000	PERS	
0-01-36-472-000-000	SOCIAL SECURITY	22,130.01
0-01-36-474-000-000	CONS. POLICE & FIRE PEN	-
0-01-36-475-000-020	PFRS	-
0-01-36-477-000-000	DCRP	750.00
0-01-41-779-000-000	OBEDY THE SIGNS OR PAY THE FINES	-
0-01-43-490-000-010	MUNICIPAL COURT SW	-
0-01-43-490-000-020	MUNICIPAL COURT OE	40,655.50
0-01-43-495-000-027	PUBLIC DEFENDER - Legal Services	1,500.00
0-01-44-901-000-000	CAPITAL IMPROVEMENT	-
	Deffered Charges to Future Taxation	70,000.00
0-01-45-920-000-000	BOND PRINCIPAL	305,000.00
0-01-45-925-000-000	PAYMENT OF BAN & CAPITAL NOTES	100,000.00
0-01-45-926-000-000	TAX ANTICIPATION NOTES - PRINCIPAL	-
0-01-45-927-000-000	TAX ANTICIPATION NOTES - INTEREST	35,000.00
0-01-45-930-000-000	INTEREST ON BONDS	290,160.00
0-01-45-935-000-000	INTEREST ON NOTES	38,964.65
0-01-45-940-000-000	GREEN TRUST LOAN PRIN & INTEREST	39,702.40
0-01-46-870-002-000	EMERGENCY APPROPRIATION-FIRE TRUCK OF	-
0-01-46-872-000-000	EXPENDITURE W/O APPROPRIATION	-
0-01-46-872-006-000	Over Expenditures Appropriation Reserve	-
0-01-46-873-000-000	PY Operating Deficit	-
0-01-50-899-000-000	RESERVE FOR UNCOLLECTED TAXES	
	<b>Total</b>	<b>2,185,324.23 \$</b>

**BOROUGH OF WASHINGTON  
RESOLUTION  
2011 TEMPORARY BUDGET-  
Sewer Utility**

**WHEREAS**, N.J.S.A. 40A:4-19 of the Local Budget Laws that where any contract, commitments or payments are to be made prior to the final adoption of the 2011 Budget, temporary appropriations should be made for the purpose and amounts required in the manner and time provided, and;

**WHEREAS**, the date of this resolution is within the first thirty days of January 2011, and;

**WHEREAS**, the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance is \$1,238,020.00, and;

**WHEREAS**, temporary budget appropriations for 2011 are \$1,668,797.72 including appropriations for capital improvement fund, debt redemption and public assistance.

**WHEREAS**, temporary budget appropriations do not exceed 26.25% of the total appropriations in the 2010 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund, and public assistance is \$324,980.25

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Washington, County of Warren, State of New Jersey, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Finance Officer.

**BOROUGH OF WASHINGTON  
WARREN COUNTY  
2010 BUDGET PROJECTIONS  
BUDGET APPROPRIATIONS**

**CURRENT FUND**

<b>Account Number</b>	<b>Account Description</b>	<b>Temp Budget</b>
	<b>SEWER FUND</b>	
0-05-55-501-000-010	SEWER OPERATING S&W	
0-05-55-502-000-020	SEWER OPERATING OE	240,583.75
0-05-55-511-000-000	Sewer - Capital Improvement Fund	
0-05-55-520-000-000	Sewer - Bond Principal	80,000.00
0-05-55-521-000-000	Sewer-Bond Anticipation & Capital Notes	
0-05-55-522-000-000	Sewer - Interest on Bonds	26,910.00
0-05-55-523-000-000	Sewer - Interest on Notes	
0-05-55-524-000-000	Sewer - INFRASTRUCTURE TRUST PRIN & INT	1,321,303.97
0-05-55-531-000-000	Sewer - Def Chgs-Prior Year Oper Deficit	
0-05-55-540-000-000	Sewer - PERS	
0-05-55-541-000-000	Sewer - Social Security	
0-05-55532-0-0-	Sewer-Overexpenditures of Appropriations	
	<b>Total</b>	<b>1,668,797.72</b>

**Resolution #3-2011 – Depositories/Cash Management Plan**

The following Resolution was moved on a motion made by Valentine, seconded by Jewell and adopted.

Roll Call: Valentine, Boyle, Higgins, Jewell, Gleba, Torres, and McDonald.

Ayes: 7, Nays: 0  
Motion Carried.

**RESOLUTION ESTABLISHING A CASH  
MANAGEMENT PLAN AND NAMING  
OFFICIAL CASH DEPOSITORIES**

**WHEREAS**, NJSA 40A: 5-14 mandates that a Governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a

depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state; and

**WHEREAS**, N.J.S.A. 40A: 5-15.1 amended by Chapter 148, P.L. 1997 established new requirements for the investment of public funds and adoption of a cash management plan for counties, municipalities and authorities; and

**WHEREAS**, the Borough Council of the Borough of Washington, County of Warren wish to comply with the above statutes;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough Council of the Borough of Washington, County of Warren adopts the following cash management plan, including the official depositories for the Borough of Washington, County of Warren for the period January 1, 2011 through December 31, 2011.

## **CASH MANAGEMENT PLAN OF THE BOROUGH OF WASHINGTON, COUNTY OF WARREN**

### **I. STATEMENT OF PURPOSE**

This Cash Management Plan (the "Plan") is prepared pursuant to the provisions of N.J.S.A. 40A: 5-14 in order to set forth the basis for the deposits ("Deposits") and investment ("Permitted Investments") of certain public funds of the Borough of Washington, pending the use of such funds for the intended purposes. The Plan is intended to assure that all public funds identified herein are deposited in interest bearing Deposits or otherwise invested in Permitted Investments hereinafter referred to. The intent of the Plan is to provide that the decisions made with regard to the Deposits and the Permitted Investments will be done to insure the safety, the liquidity (regarding its availability for the intended purposes), and the maximum investment return within such limits. The Plan is intended to insure that any Deposit or Permitted Investment matures within the time period that approximates the prospective need for the funds deposited or invested so that there is not a risk to the market value of such Deposits or Permitted Investments.

### **II. IDENTIFICATION OF FUNDS AND ACCOUNTS TO BE COVERED BY THE PLAN**

A. The plan is intended to cover all deposits and/or all investments of the funds of the Borough of Washington including but not limited to:

Current Fund  
Payroll Trust Fund

Agency Account  
Sewer Utility Revenue Account  
Developers' Escrow Trust Funds  
Municipal Court General Account  
Municipal Court Bail Account  
Open Space Accounts  
Green Trust Accounts  
Outside Employment Accounts  
General Capital Account  
Sewer Capital Account  
Regular Trust Accounts

**III. DESIGNATION OF OFFICIALS AUTHORIZED TO MAKE DEPOSITS AND INVESTMENTS UNDER THE PLAN**

The Chief Financial Officer (the "Designated Official") is hereby authorized and directed to deposit and/or invest the funds referred to in the Plan. Prior to making any such Deposits or any Permitted Investments, such officials of the Borough of Washington are directed to supply to all depositories or any other parties with whom the Deposits or Permitted Investments are made a written copy of this Plan which shall be acknowledged in writing by such parties and a copy of such acknowledgement kept on file with such officials.

The Chief Financial Officer is further authorized to make interfund transfers between the Borough Funds as may be necessary from time to time. The Chief Financial Officer is authorized to make such transfers and/or any and all payments by wire transfer as necessary.

**IV. DESIGNATION OF DEPOSITORIES**

The following banks and financial institutions are hereby designated as official depositories for the Deposit of all public funds referred to in the Plan, including any certificates of deposit which are not otherwise invested in Permitted Investments as provided for in this Plan:

TD Bank  
Sovereign Bank  
Bank of America  
PNC Bank  
Wachovia  
Investors Savings  
The Depository Trust Company  
First Hope Bank  
Provident

Money Market Investment Accounts and/or Certificates of Deposit  
Bank of America  
TD Bank

MBIA-Class Management Unit Trust  
NJ ARM Program  
NJ Cash Management Fund  
North Fork Bank  
PNC Bank  
Sovereign Bank  
Valley National Bank  
Millington Savings Bank  
Provident  
First Hope Bank  
The Depository Trust Company  
Investors Savings  
Wachovia

**All such depositories shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official(s) referred to in Section III above.**

**V. DESIGNATION OF BROKERAGE FIRMS AND DEALERS WITH WHOM THE DESIGNATED OFFICIALS MAY DEAL.**

The following brokerage firms and/or dealers and other institutions are hereby designated as firms with whom the Designated Official(s) of the Borough of Washington referred to in this Plan may deal for purposes of buying and selling securities identified in this Plan as Permitted investments or otherwise providing for Deposits. All such brokerage firms and/or dealers shall acknowledge in writing receipt of this Plan by sending a copy of such acknowledgement to the Designated Official (s) referred to in Section III above.

Bank of America  
TD Bank  
MBIA-Class Management Unit Trust  
NJ ARM Program  
NJ Cash Management Fund  
North Fork Bank  
PNC Bank  
Sovereign Bank  
Valley National Bank  
Millington Savings Bank  
Provident  
First Hope Bank  
The Depository Trust Company  
Investors Savings  
Wachovia

## VI. AUTHORIZED INVESTMENTS

Except as otherwise specifically provided for herein, the Designated Official is hereby authorized to invest the public funds covered by this Plan, to the extent not otherwise held in Deposits, in the following Permitted Investments:

- (1) Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America;
- (2) Government money market mutual funds;
- (3) Any obligation that a federal agency or a federal instrumentality has issued in accordance with an act of Congress, which security has a maturity date not greater than 397 days from the date of purchase, provided that such obligation bears a fixed rate of interest not dependent on any index or other external factor;
- (4) Bonds or other obligations of the Local Unit or bonds or other obligations of the school districts of which the Local Unit is a part or within which the school district is located;
- (5) Bonds or other obligations, having a maturity date not more than 397 days from the date of purchase, approved by the Division of Investment of the Department of the Treasury for investment by Local Units;
- (6) Local government investment pools;
- (7) Deposits with the State of New Jersey Cash Management Fund established pursuant to section 1 of P.L.1977, ch. 281 (C.52: 18A-90.4); or
- (8) Agreements for the repurchase of fully collateralized securities if:
  - (a) The underlying securities are permitted investments pursuant to paragraphs (1) and (3) of this subsection a;
  - (b) The custody of collateral is transferred to a third party;
  - (c) The maturity of the agreement is not more than 30 days;
  - (d) The underlying securities are purchased through a public depository as defined in section 1 of P.L. 1970, c.236 (C.17: 19-41); and
  - (e) A master repurchase agreement providing for the custody and security of collateral is executed.

For purposes of the above language, the terms “governmental money market mutual fund” and “local government investment pool” shall have the following definitions:

### Government Money Market Mutual Fund

An investment company or investment trust:

- (a) Which is registered with the Securities and Exchange Commission under the "Investment Company Act of 1940," 15 USC sec. 80a-1 et seq., and operated in accordance with 17 CFR sec. 270.2a-7.
- (b) The portfolio of which is limited to U.S. Government securities that meet the definition of any eligible security pursuant to 17 C.F.R. sec 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities; and
- (c) Which has:
  - (1) Attained the highest ranking or the highest letter and numerical rating of a nationally recognized statistical rating organization; or
  - (2) Retained an investment advisor registered or exempt from registration with the Securities and Exchange Commission pursuant to the "Investment Advisors Act of 1940," 15 U.S.C. sec 80b-1 et seq., with experience investing in U.S. Government securities for at least the most recent past 60 months and with assets under management in excess of \$500 million.

#### Local Government Investment Pool

An investment pool:

- (a) Which is managed in accordance with 17 C.F.R. sec 270.2a-7;
- (b) Which is rated in the highest category by a nationally recognized statistical rating organization;
- (c) Which is limited to U.S. Government securities that meet the definition of an eligible security pursuant to 17 C.F.R. sec. 270.2a-7 and repurchase agreements that are collateralized by such U.S. Government securities;
- (d) Which is in compliance with rules adopted pursuant to the "Administrative Procedure Act," P.L. 1968, c.410 (c.52: 14B-1 et seq.) by the Local Finance Board of the Division of Local Government Services in the Department of Community Affairs, which rules shall provide for disclosure and reporting requirements and other provisions deemed necessary by the board to provide for the safety, liquidity and yield of the investment;
- (e) Which does not permit investments in instruments that: are subject to high price volatility with changing market conditions; cannot reasonably be expected at the time of interest rate adjustment, to have a market value that approximates their par value, or net asset value; and
- (f) Which purchases and redeems investments directly from the issuer, government money market mutual fund, or the State of New Jersey Cash Management fund, or through the use of a National or State bank located within this State, or through a broker-dealer which, at the time of purchase or redemption, has been registered continuously for a period of at least two years pursuant to section 9 of P.L. 1967 c.9 (C49: 3-56) and has at least \$25 million in capital stock (or equivalent capitalization

if not a corporation), surplus reserves for contingencies and undivided profits, or through a securities dealer who makes primary markets in the U.S. Government securities and reports daily to the Federal Reserve Bank of New York its position in and borrowing on such U.S. Government Securities.

### **SAFEKEEPING CUSTODY PAYMENT AND ACKNOWLEDGEMENT OF RECEIPT OF PLAN.**

To the extent that any Deposit or Permitted Investment involves a document or security which is not physically held by the Borough of Washington, then such instrument or security shall be covered by a custodial agreement with an independent third party, which shall be a bank or financial institution in the State of New Jersey. Such institution shall provide for the designation of such investments in the name of the Borough of Washington to assure that there is no unauthorized use of the funds or the Permitted Investments that involve Securities shall be executed by a "delivery versus payment" method to insure that such Permitted Investments are either received by the Borough of Washington or by a third party custodian prior to or upon the release of the Borough of Washington's funds.

To assure that all parties with whom the Borough of Washington deals either by way of Deposits or Permitted Investments are aware of the authority and the limits sets forth in the Plan, all such parties shall be supplied with a copy of this Plan in writing and all such parties shall acknowledge the receipt of that Plan in writing, a copy of which shall be on file with the Designated Official(s)

## **REPORTING REQUIREMENTS**

At the public meeting of each month during which this Plan is in effect, the Designated Official(s) referred to in Section III hereof shall supply to the governing body of the Borough of Washington a written report of any Deposits or Permitted Investments made pursuant to this Plan, which shall include, at a minimum, the following information:

- A. The name of any institution holding funds of the Borough of Washington as a Deposit or a Permitted Investment.
- B. The amount of securities or Deposits purchased or sold during the immediately preceding month.
- C. The class or type of securities purchased or Deposits made.
- D. The book value of such Deposits or Permitted Investments.

- E. The earned income on such Deposits or permitted Investments. To the extent that such amounts are actually earned at maturity, this report shall provide an accrual of such earnings during the immediately preceding month.
- F. The fees incurred to undertake such Deposits or Permitted Investments.
- G. The market value of all Deposits or Permitted Investments as of the end of the immediately preceding month.
- H. All other information which may be deemed reasonable from time to time by the governing body of the Borough of Washington.

### **TERM OF THE PLAN**

This plan shall be effective January 1, 2011 through December 31, 2011. The Plan may be amended from time to time as necessary.

To the extent that any amendment is adopted by the Borough Council, the Designated Official is directed to supply copies of the amendments to all of the parties who otherwise have received the copy of the originally approved Plan, which amendment shall be acknowledged in writing in the same manner as the original Plan was so acknowledged.

### **Resolution #4-2011 – Interest Rates on Taxes**

The following Resolution was moved by Higgins, seconded by Valentine and adopted:

Roll Call: Boyle, Higgins, Valentine, Torres, McDonald, Gleba, Jewell

Ayes: 7, Nays: 0  
Motion Carried

### **RESOLUTION 4-2011**

### **INTEREST RATES- TAXES**

### **N.J.S.A. 54:4-67:39**

**WHEREAS**, municipal charges; namely taxes are payable in quarterly installments on **February 1<sup>st</sup>, May 1<sup>st</sup>, August 1<sup>st</sup> and November 1<sup>st</sup>** in each year, and installments become delinquent if not paid on or before those dates.

**BE IT THEREFORE RESOLVED**, that Council does hereby authorize an interest charge not to exceed eight (8%) percent per annum on the first \$1,500.00 of the delinquency

and eighteen (18%) percent per annum on any amount in excess of \$1,500.00 upon all delinquent installments; and

**BE IT ALSO RESOLVED**, that Council does hereby authorize a penalty to be charged to a taxpayer with a delinquency in excess of \$ 10,000.00 who fails to pay that delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six (6) percent of the amount of the delinquency.

**BE IT FURTHER RESOLVED**, that any installments received after the expiration of the grace period, and such grace period shall be the period starting with the second day and ending on the ten (10<sup>th</sup>) day of the month in which taxes are due, shall bear interest at the applicable interest rate from the original due date.

### **Resolution #5-2011 – Sewer Interest Charges**

The following Resolution was moved by Gleba, seconded by Boyle and adopted.

Roll Call: Valentine, Higgins, Boyle, Torres, Gleba, Jewell, and McDonald.

Ayes: 7, Nays: 0

Motion Carried

### **RESOLUTION #5-2011**

### **SEWER INTEREST RATES**

**WHEREAS**, municipal charges, namely sewer are payable in monthly installments due on the 10<sup>th</sup> of the following month after billing, and the monthly installments becoming delinquent if not paid on or before those dates.

**BE IT THEREFORE RESOLVED**, that Council does hereby authorize an interest charge not to exceed eight (8%) percent per annum on the first \$1,500.00 of the delinquency and eighteen (18%) per annum on any amount in excess of \$1,500.00 upon all delinquent installments; and

**BE IT ALSO RESOLVED**, that Council does hereby authorize a penalty to be charged to a taxpayer with a delinquency in excess of \$10,000.00 who fails to pay that delinquency prior to the end of the calendar year. The penalty so fixed shall not exceed six (6%) percent of the amount of the delinquency.

**BE IT FURTHER RESOLVED**, that any installments received after the expiration of the grace period, and such grace period shall be the period starting with the second day and ending on the forty-fifth (45<sup>th</sup>) day after billing, shall bear interest at the applicable interest rate from the original due date.

**BE IT FURTHER RESOLVED**, that the Tax Collector of the Borough of Washington is hereby authorized to conduct the annual sale of delinquent municipal charges, namely sewer for the Calendar Year of 2010.

**Resolution #6-2011 – Resolution Calling on the State Legislature and the Governor to Exempt the Reserve for Uncollected Taxes from the 2% CAP Levy**

The following Resolution was moved by Gleba, seconded by Jewell and adopted.

Roll Call: Boyle, Valentine, Higgins, Jewell, McDonald, Torres, and Gleba.

Ayes: 7, Nays: 0  
Motion Carried

**Resolution 6-2011  
RESOLUTION CALLING ON THE STATE LEGISLATURE AND THE  
GOVERNOR TO EXEMPT THE RESERVE FOR UNCOLLECTED TAXES FROM  
THE 2% CAP**

**WHEREAS**, on July 13, 2010, Governor Christie signed into law P.L. 2010, c. 44, which reduced the cap on the property tax levy from 4% to 2% and limited the number of exemptions; and

**WHEREAS**, when the property tax levy was reduced, the exemption for the Reserve for Uncollected Taxes was removed; and

**WHEREAS**, in addition to collecting property taxes for its own operations, the municipality also serves as the collection agent for the county, school districts, fire districts and other special local entities; and

**WHEREAS**, the municipality must provide those entities with the full amount they deem necessary for their operations, regardless of the actual collection rate; and

**WHEREAS**, due to myriad factors beyond local control, the actual collection rate never equals the total local levy, especially during an economic downturn, when unemployment soars and property values plummet, causing an increase in tax appeals, which the municipality must defend and which subject the municipal budget to further losses, when successful; and

**WHEREAS**, to account for the shortfall and potential losses, State law requires the municipality to budget an appropriation in a line item known as the Reserve for Uncollected Taxes, which is generally determined through a formula driven calculation in which the variables change year to year; and

**WHEREAS**, without a levy cap exemption, municipalities will be forced to further cut their own operations, in order to meet the 2% tax levy cap to provide the county, school districts, fire districts and other special local entities the full amount they deem necessary for their operations; and

**WHEREAS**, those other local entities, which do not have to budget for collection rate short-falls or the impact of declining property values, have been granted levy cap exceptions to address factors beyond their control; and

**WHEREAS**, Assemblymen McKeon and Burzichelli has recently introduced A-3603, which excludes increases in appropriations to the Reserve for Uncollected Taxes in excess of two percent, from calculations of the municipal adjusted tax levy;

**NOW, THEREFORE, BE IT RESOLVED**, by the Washington Borough Council of the Borough of Washington hereby urge the swift passage and signing of A-3603;

**BE IT FURTHER RESOLVED**, that consideration also be given to providing a levy cap exception to account for the impact of tax appeals on local operations; and

**BE IT FURTHER RESOLVED**, that copies of this Resolution be forwarded to New Jersey Governor Christopher Christie, to Senate President Stephen Sweeney, to Assembly Speaker Sheila Oliver, to our State Senator, to our two Representatives in the General Assembly, and to the New Jersey League of Municipalities.

**Resolution #7-2011 – Municipal Attorney**

The following Resolution was moved by Valentine, seconded by McDonald and adopted.

Roll Call: Valentine, McDonald, Jewell, Torres – Yes  
Higgins– No  
Gleba, Boyle - Abstain

Ayes: 4  
Nays: 1  
Abstentions: 2  
Motion Carried

**Resolution 7-2011**

**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT  
WITH GEBHARDT & KIEFER FOR MUNICIPAL ATTORNEY SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Attorney; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough’s website; and

WHEREAS, on September 30, 2010, proposals for this professional service were publicly opened; and

WHEREAS, Gebhardt & Kiefer has submitted a proposal dated September 28, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for Municipal Attorney Services; and

WHEREAS, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account:

1-01-20-155-000-027

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Gebhardt & Kiefer as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Gebhardt & Kiefer.

**Resolution #8-2011 Municipal Public Defender**

The following Resolution was moved by Gleba, seconded by Torres and adopted.

Roll Call: Boyle, Valentine, Torres, Gleba, Jewell – Yes  
McDonald, Higgins - Abstain

Ayes: 5, Nays: 0

Abstain: 2

Motion Carried

**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT  
WITH WINEGAR, WILHELM, GLYNN & ROEMERSMA  
FOR MUNICIPAL PUBLIC DEFENDER SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Public Defender for its Municipal Court; and

WHEREAS, the anticipated term of this contract is through December 31, 2011; and

WHEREAS, Winegar, Wilhelm, Glynn & Roemersma has advised that they can provide the required services for cost of \$200.00 per case; and

WHEREAS, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account:

1-01-43-495-000-027

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Winegar, Wilhelm, Glynn & Roemersma as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Winegar, Wilhelm, Glynn & Roemersma.

**Resolution #9-2011 – Municipal Auditor**

The following Resolution was moved by Boyle, seconded by Higgins and adopted.

Roll Call: Valentine, Boyle, Torres, Jewell, Gleba, and McDonald. - Yes

Ayes: 7, Nays: 0

Abstention: 0

Motion Carried.

**Resolution 9-2011**

**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT  
WITH FERRAILOLO, WIELKOTZ, CERULLO & CUVA  
FOR MUNICIPAL AUDITING SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Certified Municipal Auditor; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough's website; and

WHEREAS, on September 30, 2010, proposals for this professional service were publicly opened; and

WHEREAS, Ferraiolo, Wielkotz, Cerullo & Cuva has submitted a proposal dated September 28, 2010 indicating they will provide the above-referenced services for a cost of \$24,850.00; and

WHEREAS, any additional work above and beyond the base services will be charged in accordance with the hourly fee schedule provided in the above-referenced proposal only if authorized by the Borough Council of the Borough of Washington; and

WHEREAS, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account:

1-01-20-135-000-028

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Ferraiolo, Wielkotz, Cerullo & Cuva as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Ferraiolo, Wielkotz, Cerullo & Cuva.

**Resolution 12#2011 – Redevelopment Attorney**

The following Resolution was moved by Higgins, seconded by Jewell and adopted.

Roll Call: Jewell, McDonald, Higgins, Torres and Valentine. – Yes  
Boyle, Gleba - No

Ayes: 5, Nays: 2  
Motion Carried

**Resolution 12-2011**  
**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT**  
**WITH MCMANIMON & SCOTLAND**  
**FOR MUNICIPAL REDEVELOPMENT ATTORNEY SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Redevelopment Attorney; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, on September 30, 2010 proposals for this professional service were publicly opened; and

WHEREAS, McManimon & Scotland has submitted a proposal dated September 30, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for Redevelopment Attorney Services; and

WHEREAS, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by McManimon & Scotland.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with McManimon & Scotland as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and McManimon & Scotland.

**Resolution #13-2011 – Establishing Meetings for the Year 2011**

The following Resolution was moved by Boyle, seconded by Valentine and adopted.

Roll Call: Higgins, Boyle, Gleba, Valentine, Torres, Jewell, and McDonald

Ayes: 7, Nays: 0

Abstain: 0

Motion Carried

**RESOLUTION 13-2011**

**OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, pursuant to the Open Public Meetings Act, P.L. 1975, C.231, the Borough of Washington is required to file and post certain notices of public meetings of the Common Council of the Borough of Washington; and

**WHEREAS**, among the obligations imposed upon the Borough of Washington is the obligation to file the said notices with the newspaper of general circulation circulating in the Borough of Washington; and

**WHEREAS**, a schedule of regular meetings must be prepared, posted and filed within (7) seven days of the date of the annual reorganization meeting of the Common Council.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Common Council of the Borough of Washington, County of Warren, State of New Jersey, that the **Star Gazette**, a newspaper published in the Town of Hackettstown, and circulating in the Borough of Washington and the **Express Times**, a newspaper published in the Town of Easton, be designated as the newspapers to which all notices of regular and special meetings of the Common Council shall be transmitted, pursuant to the provisions of the Open Public Meetings Act, P.L. 1975 C. 231.

**BE IT FURTHER RESOLVED**, by the Authority aforesaid that a copy of the attached **Schedule of Regular Meetings** be furnished to any member of the public requesting same, upon the payment by such person of the sum of \$1.00 to the Borough of Washington, said charge to cover the cost of duplicating the same and the administrative expense of compliance with the request, all as required by the Open Public Meeting Act.

#### **SCHEDULE OF 2011 REGULAR MEETINGS**

#### **BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY**

**Council Chambers 7:30 pm**

#### **REGULAR MEETINGS:**

January 4, 2011	July 5, 2011
January 18, 2011	July 19, 2011
February 1, 2011	August 2, 2011
February 15, 2011	August 16, 2011
March 1, 2011	September 6, 2011
March 15, 2011	September 20, 2011
April 5, 2011	October 4, 2011
April 19, 2011	October 18, 2011

May 3, 2011	November 1, 2011
May 17, 2011	November 14, 2011*
June 8, 2011**	December 6, 2011
June 21, 2011	December 20, 2011

**Resolution #14-2011 Planning Board Class III Member (Council)**

Mayor McDonald nominated Councilman Valentine

Roll Call: Higgins, Valentine, Boyle, Jewell, Torres, Gleba, and McDonald.

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 14-2011**

**PLANNING BOARD – COUNCIL MEMBER**

**CLASS III MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the Planning Board.

**BE IT RESOLVED**, that a Council Representative, **Class III Member** hereby is appointed to serve.

John Valentine  
**Name**

Term to expire on **January 1, 2012.**

The above Declaration was an appointment made by the Mayor with Council consent.

**Resolution #15-2011 – Business Improvement District Council Board Member**

Councilman Boyle motioned to nominate Councilman Higgins, seconded by Councilman Valentine.

Roll Call: Jewell, Torres, Gleba, McDonald, Valentine, Higgins, Boyle

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 15-2011**

**BUSINESS IMPROVEMENT DISTRICT  
BOARD MEMBER - COUNCIL REPRESENTATIVE**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor of the Borough is to appoint a Council member to the Business Improvement District Board with the consent of the Borough Council; and

**WHEREAS**, the Mayor has designated the following person his appointee;

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the BID BOARD for a term ending **1/01/2012**

Dave Higgins

**Resolution #16-2011 – Designating the Borough Manager as the Statewide Insurance Fund Commissioner and the Borough Clerk as Alternate Statewide Insurance Fund Commissioner**

Resolution 16-2011 was moved by Torres, seconded by Gleba and adopted.

Roll Call: Higgins, Gleba, Jewell, Valentine, Boyle, Torres, and McDonald.

Ayes: 7, Nays: 0  
Motion Carried.

**STATEWIDE INSURANCE FUND**

**RESOLUTION APPOINTING FUND COMMISSIONER**

**WHEREAS**, Borough of Washington (hereinafter “Local Unit”) is a member of the Statewide Insurance Fund (hereinafter “Fund”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 *et seq.*; and

WHEREAS, the Fund's Bylaws require participating members to appoint a Fund Commissioner;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the that Richard Phelan is hereby appointed as the Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that Kristine Blanchard is hereby appointed as the Alternate Fund Commissioner for the Local Unit; and

BE IT FURTHER RESOLVED that the Local Unit's Fund Commissioner is authorized and directed to execute all such documents as required by the Fund.

**Resolution #17-2011 – Authorizing the Tax Assessor and Legal Counsel to prosecute tax appeals before the Warren County Board of Taxation**

The following Resolution was moved by Jewell, seconded by Torres and adopted.

Roll Call: Boyle, Valentine, Higgins, Jewell, Gleba, Torres, and McDonald.

Ayes: 7, Nays: 0  
Motion Carried.

**RESOLUTION AUTHORIZING 2010 PROFESSIONAL SERVICES CONTRACT WITH RICHARD M. CONLEY FOR MUNICIPAL TAX APPEAL ATTORNEY SERVICES.**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Tax Appeal Attorney; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a "fair and open process" that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough's website; and

WHEREAS, on September 30, 2010, proposals for this professional service were publicly opened; and

WHEREAS, Richard M. Conley has submitted a proposal dated September 30, 2010 indicating he will provide the above-referenced services at the rates listed in their fee schedule for Tax Appeal Attorney Services; and

WHEREAS, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by Richard M. Conley.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Richard M. Conley as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Richard M. Conley.

**Resolution #18-2011 – Appointing Risk Manager Consultant for the Year 2011**

Resolution 18-2011 was moved on a motion made by Higgins, seconded by Boyle and adopted.

Roll Call: Higgins, Boyle Gleba, McDonald, Jewell, Torres, Valentine

Ayes: 7, Nays: 0

Motion Carried

**RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT FOR THE  
BOROUGH OF WASHINGTON COUNTY OF WARREN STATE OF NEW JERSEY  
FOR THE YEAR 2011**

**WHEREAS**, the Borough of Washington (hereafter “LOCAL UNIT”) has joined the Statewide Insurance Fund (hereinafter “FUND”), a joint insurance fund as defined in N.J.S.A. 40A:10-36 et seq; and

**WHEREAS**, the Bylaws require participating members to appoint a Risk Management Consultant, as those positions are defined in the Bylaws, if requested to do so by the FUND; and

**WHEREAS**, the FUND has requested its members to appoint individuals or entities to that position; and

**NOW, THEREFORE, BE IT RESOLVED**, by the governing body of the Borough of Washington in the County of Warren and State of New Jersey, as follows:

The Borough of Washington hereby appoints Wayne F. Dietz of D&H Alternative Risk Solutions as its local Risk Management Consultant for the year 2011

**Resolution #19-2011 Appointment of Municipal Bond Attorney**

Resolution 19-2011 was moved by Jewell, seconded by Boyle and adopted.

Roll Call: Jewell, Torres, Valentine, McDonald, Gleba, Boyle, Higgins

Ayes: 7, Nays: 0

Motion Carried

**Resolution 19-2011**

**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT  
WITH FOR BOND ATTORNEY SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Bond Attorney; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough’s website; and

WHEREAS, on September 30, 2010, proposals for this professional service were publicly opened; and

WHEREAS, Gibbons, PC has submitted a proposal dated September 28, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for Bond Attorney Services; and

WHEREAS, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by Gibbons, PC.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Gibbons, PC as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Gibbons, PC.

**Resolution 20-2011 Planning Board Appointment – Tina Truman**

Resolution 20-2011 was moved on a motion made by Jewell, seconded by Boyle and adopted.

Roll Call: Torres, Gleba, Jewell, Valentine, McDonald, Higgins, Boyle

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 20-2011**

**PLANNING BOARD – CITIZEN MEMBER**

**CLASS IV MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the **Planning Board**.

I do hereby appoint the following named person as a **Class IV Member** to the **Planning Board**, term to expire December 31, 2014.

**Tina Truman**  
**Name**

**Resolution 21-2011 Appointment of Municipal Planner**

Resolution 21-2011 was moved by Valentine, seconded by Higgins and adopted.

Roll Call: Jewell, Valentine, Torres, McDonald - Yes  
Gleba, Higgins, Boyle - No

Ayes: 4, Nays: 3  
Abstain: 0  
Motion Carried

**Resolution 21-2011**

**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT WITH HEYER, GRUEL & ASSOCIATES FOR MUNICIPAL PLANNER SERVICES.**

**WHEREAS**, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Planner; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough’s website; and

WHEREAS, on September 30, 2010 proposals for this professional service were publicly opened; and

WHEREAS, Heyer, Gruel & Associates has submitted a proposal dated September 21, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for Municipal Planner Services; and

WHEREAS, the Chief Financial Officer will certify to the Borough Clerk the availability of funds on an as-needed basis at the time when the Borough needs the services provided by Heyer, Gruel & Associates.

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Heyer, Gruel & Associates as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Heyer, Gruel & Associates.

**Resolution 22-2011 Amending Resolution 218-2010 Which Memorialized the Establishment of Recreation Fees for 2011**

Resolution 22-2011 was moved on a motion made by Valentine, seconded by Jewell and adopted.

Roll Call: Torres, Gleba, Valentine, Jewell, McDonald, Higgins, Boyle

Ayes: 7, Nays: 0

Motion Carried

**RESOLUTION NO. 22-2011**

**RESOLUTION AMENDING RESOLUTION 218-2010 WHICH MEMORIALIZED THE ESTABLISHMENT OF RECREATION FEES FOR 2011**

WHEREAS, on December 21, 2010 the Borough Council adopted Resolution 218-2010 which memorialized the fees associated with Recreation programs/activities for 2011;

and

**WHEREAS**, it was determined that several of the fees were inadvertently approved as they were above or below the allowable amounts authorized in the Recreation Fee Ordinance (2-2010); and

**WHEREAS**, the Mayor and Council wish to ensure that all fees are properly charged to users in accordance with the above-referenced Ordinance.

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

The 2011 Recreation Fee Schedule, in the form attached to this resolution, is hereby amended and approved, and all other previously approved fees shall remain in full effect.		
<b>Washington Borough Recreation Department</b>		
<b>2011 Fee Schedule</b>		
	<b>Borough Resident</b>	<b>Non-Borough Resident</b>
<b>Field Usage Fee (In addition to participant costs as applicable)</b>		
Daily Fee	\$45.00	PREVIOUSLY APPROVED
4 or more days per season	PREVIOUSLY APPROVED	\$225.00
Lighting at park	\$45.00	\$55.00

**Resolution 23-2011 Appointing Penny Shaul to the Recreation Committee**

Resolution 23-2011 was moved on a motion made by Boyle, seconded by Valentine and adopted.

Roll Call: Higgins, Boyle, Gleba, Torres, Jewell, McDonald, Valentine – Yes

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 23-2011**

**RECREATION COMMITTEE**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor of the Borough is to appoint the members of the Recreation Committee with the consent of the Borough Council; and

**WHEREAS**, the Mayor has designated the following person his appointee;

Penny Shaul

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the Recreation Committee for a term ending **1/01/2015**

**Resolution #24-2011 – Appointment to the Shade Tree Commission**

Resolution 24-2011 was moved on a motion made by Boyle, seconded by Valentine and adopted.

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION # 24-2011**

**RESOLUTION APPOINTING A MEMBER TO THE  
SHADE TREE COMMISSION**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, the Borough of Washington, Warren County, New Jersey under this plan is directed and authorized to appoint a **Shade Tree Commission** in accordance with N.J.S.A. 40:64-2 et. seq.

**BE IT RESOLVED**, that the following named person is hereby appointed by the Mayor to serve as a member of the Shade Tree Commission for a term to expire 12/31/2014.

Kathy Halpin  
Name

**Resolution 25-2011 Appointment to the Board of Adjustment**

Resolution 25-2011 was moved on a motion made by Jewell, seconded by Valentine and adopted.

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 25-2011**

**BOARD OF ADJUSTMENT**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan "E" of Municipal Charter Law; and

**WHEREAS**, under this plan the Borough Council is directed and authorized to appoint members of the Board of Adjustment.

**WHEREAS**, the Borough Council has designated the following person his appointee;

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the Board of Adjustment for a term ending **12/31/2014**.

Charles Post

**Resolution 26-2011 Resolution Authorizing Petty Cash Fund**

Resolution 26-2011 was moved on a motion made by Gleba, seconded by Higgins and adopted.

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION #26-2011**

**RESOLUTION AUTHORIZING THE BOROUGH OF WASHINGTON  
TO MAINTAIN A PETTY CASH FUND IN THE AMOUNT OF \$ 300.00.**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for the Borough of Washington; and

**WHEREAS**, it is the desire of the Mayor and Council that said fund be continued under the direction of the Municipal Clerk;

**NOW, THEREFORE, BE IT RESOLVED**, on this 4th day of January, 2011, by the Mayor and Council of the Borough of Washington, Warren County, New Jersey, that the following Petty Cash Fund be established:

**Municipal Clerk, Kristine Blanchard \$300.00**

The Municipal Clerk, having custody of the Fund, must maintain said Fund in accordance with the laws and regulations governing its operation.

**Resolution 27-2011 Appointment to Planning Board**

Resolution 27-2011 was moved on a motion made by Jewell, seconded by Valentine and adopted.

Ayes: 7, Nays: 0  
Motion Carried

**PLANNING BOARD – CITIZEN MEMBER**

**CLASS IV MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the **Planning Board**.

I do hereby appoint the following named person as a **Class IV Member** to the **Planning Board**, term to expire December 31, 2014.

**Dan Arron**  
**Name**

**Reappointments for Council Subcommittees**

Councilwoman Gleba stated to Council that she believes some of the committees are no longer needed. She stated the grant committee will no longer be meeting due to the new guidelines under the Memorandum of Understanding with Transitional Aid.

Councilwoman Gleba motioned to abolish the Grant Committee, the Park Committee, and Finance Committee. She also noted that the Website should be done away with. A Council Website liaison could be appointed in place of the committee.

Motion seconded by Valentine and approved.

Councilman Torres stated he would like to see a restructuring of the Committee's while adding an administrative committee. He will present his ideas to Council. The remainder of the Council Committee Appointments have been tabled until this time.

### **VOUCHERS & CLAIMS:**

Mayor McDonald entertained questions or additions to the vouchers and claims for payment.

Councilman Higgins questioned the water bill from the park from November through December. Manager Phelan will provide back up.

Hearing no further comments it was therefore moved by Higgins, seconded by Gleba that the vouchers and claims be paid in the amount of \$

Roll Call: Higgins, Boyle, Valentine, Jewell, Gleba, McDonald, Torres

Higgins, Jewell – Abstain from Fire Department Vouchers

Ayes: 7, Nays: 0  
Motion Carried.

### **Approval of Executive Session Minutes**

Motion made by Higgins, seconded by Boyle to approve as presented.

Ayes: 7, Nays: 0  
Motion Carried

### **Audience Comments**

Bob Del Elba – 86 W Stewart Street

Mr. Del Elba stated he would like to present two things to Council. The first one is he would like Council to reconsider the approval of Resolution 217-2010 Authorizing the Engineer to move forward with a GIS System for the sewer system.

He stated this was a want rather than a need for the Borough and Council should reconsider this.

The second item is the forensic audit. He would like to see this on the agenda for the next meeting. Mayor McDonald cautioned that this still needs input from the State of NJ.

Councilwoman Gleba and Councilman Higgins stated they would like to the forensic audit placed on the agenda for the January 18<sup>th</sup> meeting. Council also concurred they would like one of the bidders from the previous forensic audit proposals give a brief presentation to Council regarding a forensic audit. Manager Phelan will schedule for the next meeting.

### **Council Comments**

Councilman Higgins noted that the Council did not appoint a Municipal Engineer. Manager Phelan stated that the State requested more information prior to approval. Councilman Higgins noted Council was not aware of this. Councilman Higgins also noted that there are several vacancies on the Recreation Committee. Mayor McDonald stated he will be preparing to make these appointments soon. Councilman Higgins stated these appointments are made at the advice and consent of Council and noted that Rick Feldman was not reappointed.

Councilman Valentine stated that this Governing Body should schedule a meeting with the auditor to review government finance as the auditor had suggested last year. Council concurred and the Manager will schedule.

Councilman Boyle asked about the potential meeting with the Freeholders regarding county taxes. Manager Phelan stated he reached out to Freeholder Gardner. Councilman Boyle also stated he is in support of the deputy fire official, this is a safety issue. He also asked about the consent forms for snow plowing of private roads. Manager Phelan stated he has not received any to date.

Mayor McDonald welcomed new Council members Jewell and Torres and stated he looks forward to a productive year.

Hearing no further business to come before Council, it was moved by Higgins, seconded by Boyle that the meeting be adjourned at 9:00 p.m..

Ayes: 7, Nays: 0.  
Motion carried.

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Scott McDonald, Mayor

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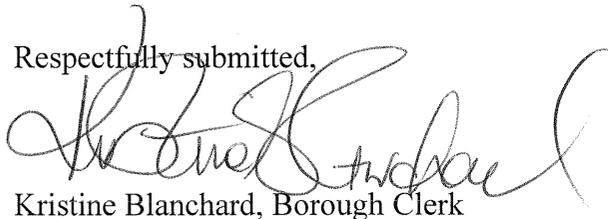
Kristine Blanchard, RMC Borough Clerk

Executive Session Minutes  
December 21, 2010

Borough of Washington, Council Chambers

Council discussed with the Borough Manager the fees relating to the potential shared service agreement with Washington Township Construction Department. Council wants to see the construction fees no higher than the States fees if the Borough should consider joining the Township of Washington's construction department.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Kristine Blanchard". The signature is written in a cursive style with a large, looping initial "K".

Kristine Blanchard, Borough Clerk



RICHARD D. PHELAN  
BOROUGH MANAGER  
MEMORANDUM

TO: Borough Council  
CC: Kristine Blanchard  
FROM: Richard Phelan   
DATE: January 13, 2011  
SUBJECT: 2011 Budget Information

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As you are no doubt aware, we are in the middle of the 2011 budget process. Our Annual Financial Statement (AFS) is due to be completed by next week. After that, a "draft" budget document will be presented to you almost immediately upon completion of the AFS. This will list the tentative 2011 Budget, as well as the projected dollar amount over the new 2% Levy CAP.

On December 21, 2010, Council was presented with our "Transition Plan" as required in the Memorandum of Agreement with the State. With few exceptions, you can consider the numbers referenced in this document to be reflective of what the 2011 budget will be (Again, updated "draft" numbers will be presented shortly.), but I can guarantee that our preliminary numbers will exceed the 2% Levy CAP.

With the above in mind, Council has to choose from one of the two following options:

1. **Meet the 2% CAP**

- a. Reduce the municipal budget accordingly in order to meet the mandatory CAP.
- b. If this is achieved, the normal budget adoption requirements (IE: Introduction, Adoption, etc...) will proceed.

2. **Exceed the 2% CAP**

- a. If Council feels that it is in the best interest of the community to exceed the CAP, it must be approved via referendum. (Please see the attached Local Finance Notice (LFN) which outlines the deadlines that must be adhered to.
  - i. NOTE: The most important date is the "Notice" date of March 7, 2011, which is the final date in which the notice of intent to seek voter approval must be published. According to the LFN, "This Notice is the first step that authorizes a levy cap referendum and must be published, even if the governing body eventually decides to not hold the referendum. A resolution authorizing the Notice must be passed in sufficient time in advance of March 7 to take into account the time it takes to have the notice published in an official newspaper." **As such, I recommend that we publish this notice and adopt the required resolution to ensure our compliance with the law should Council pursue this option.**
  - ii. Also, we, like all municipalities, are moving forward with a process that the State has mandated but not finalized yet. Unfortunately, no municipality has a choice in the matter. Meaning, the

State has not released the specifics of the referendum process that we must adhere to yet. They (the State) have advised that the "Local Finance Notices will be issued containing details on the referendum process and sets dates for actions related to referenda." When this will occur is unknown.

- iii. Once the referendum dates and requirements are published, one final hurdle needs to be addressed; what to do if the referendum fails? If it fails, Council must reduce the budget below the 2% CAP. Unfortunately, the longer the process drags on and the further into the year we go, the harder it will be to achieve this goal.

**In summary, the 2011 municipal budget will be the most difficult in history for every municipality in New Jersey. Long story short, Council will need to (1) reduce the budget below the 2%CAP, or (2) seek voter approval to exceed.**

Again, as soon as the preliminary budget document is prepared, you will immediately receive a copy. Between now and then, I can not stress how important it is for all Council members to review the financial information in the "Transition Plan" received last year and immediately begin your budget review (and amendment) process. WE CAN NOT WAIT UNTIL THE LAST MINUTE TO ADDRESS THESE ISSUES. Council need to take swift and immediate action in any manner you deem appropriate.

As always, if you have any questions or concerns, please contact me at any time.

# Local Finance Notice

Chris Christie Governor      Kim Guadagno Lt. Governor      Lori Grifa Commissioner      Thomas H. Neff Director

**LFN 2011-2**

**January 12, 2011**

**Contact Information**

**Director's Office**

V. 609.292.6613  
 F. 609.292.9073

**Local Government Research**

V. 609.292.6110  
 F. 609.292.9073

**Financial Regulation and Assistance**

V. 609.292.4806  
 F. 609.984.7388

**Local Finance Board**

V. 609.292.0479  
 F. 609.633.6243

**Local Management Services**

V. 609.292.7842  
 F. 609.633.6243

**Authority Regulation**

V. 609.984.0132  
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**Mail and Delivery**

101 South Broad St.  
 PO Box 803  
 Trenton, New Jersey  
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Web: [www.nj.gov/dca/lgs](http://www.nj.gov/dca/lgs)

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**Distribution**

Municipal and Freeholder Clerks  
 Municipal and County Chief Financial Officers

**CY 2011 Budget Deadline Extensions and Changes**

The Director of the Division of Local Government Services is requesting the Local Finance Board to approve modification of several statutory budget deadlines in order to accommodate the February 22, 2011 presentation of the Governor's budget and the process for conducting CY 2011 budget levy cap referendums under the 2010 Levy Cap Law. This is anticipated to take place at the Board's January 14, 2011 meeting (January 12 meeting postponed due to snow). A GovConnect email will be sent after the meeting to confirm the changes.

As in the past, the changes modify the statutory dates for introduction, adoption, and Mayor/Council Faulkner Act and related budget transmissions. The changes also extend the date for holding a budget cap referendum (a Local Finance Notices will be issued containing details on the referendum process) and sets dates for actions related to referenda. The proposed changes are shown below:

Introduction and Adoption of Budget – Non Referendum	Statutory Date	Revised Date
Mayor/Council Faulkner Act (Executive) budget transmission to governing body	1/15	2/25
Municipal introduction and approval of budget	2/10	3/11
County introduction and approval of budget	1/26	2/25
Municipal adoption	3/20	4/22
County adoption	2/25	3/25

Budget Dates when an Appropriation or Levy Cap Referendum is Planned	Statutory Date	Revised Date
Mayor/Council Faulkner Act (Executive) budget transmission to governing body	1/15	2/25
Last day to publish "Notice of Availability of Mail-In Ballots" required to hold a referendum (N.J.S.A. 19:63-6)*	n/a	3/7
Introduction and approval of budget and deadline to submit levy cap referendum question, including amount and explanatory statement to County Clerk	2/4	4/7
Last date for budget publication prior to referendum	2/11	4/15
Referendum date	2/23	4/27
Adoption with cap referendum	n/a	5/13

\* This Notice is the first step that authorizes a levy cap referendum and **must** be published, even if the governing body eventually decides to not hold the referendum. A resolution authorizing the Notice must be passed in sufficient time in advance of March 7 to take into account the time it takes to have the notice published in an official newspaper.

Notwithstanding the revised dates, a budget may be adopted anytime within 10 days of receiving the Director's certification of approval of the budget.

Follow-up Local Finance Notices to be issued shortly will describe the 2010 Cap Law as it affects CY 2011 budgets and provide an overview of the referendum process and review CY 2011 Budget issues and the impact of Transitional Aid applications on budget schedules.

The Division recognizes that despite the revised deadline, some municipalities and counties may be unable to meet the introduction or adoption deadlines. The Division will be diligently monitoring budget status and will issue orders requiring introduction for those local units that become delinquent. It is clear that prompt and timely budget adoption is an effective management tool and delayed budget adoption limits management flexibility. **Deadlines related to referendums are absolute and exceeding them will negate holding a referendum.**

Governing bodies may by resolution adopted by February 28, 2011, increase temporary budget appropriations to provide for the period between February 25 for counties, or March 20 for municipalities, and the extended adoption date of the 2011 budget. If additional appropriations are needed prior to the adoption of the budget, the local unit may adopt emergency temporary appropriations pursuant to N.J.S.A. 40A:4-20.

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Thomas H. Neff, Director

BOROUGH OF WASHINGTON  
WARREN COUNTY  
BUDGET PROJECTIONS FOR TRANSITIONAL AID  
BUDGET APPROPRIATIONS

CURRENT FUND

Account Description	Account Type	2010 Budget	2011 Requested	2012 Requested
GENERAL ADMIN SW	Control	118,521.00	119,818.00	124,480.00
GENERAL ADMIN OE	Control	29,659.00	29,659.00	29,659.00
MAYOR & COUNCIL Part Time	Line Item Control	10,500.00	14,500.00	14,500.00
MAYOR & COUNCIL OE	Control	7,298.00	7,715.00	7,715.00
CLERK SW	Control	67,621.50	72,670.60	76,373.00
CLERK OE	Control	5,934.00	15,029.44	15,029.44
FINANCIAL ADMIN SW	Control	89,595.00	92,224.33	95,399.76
FINANCIAL ADMIN OE	Control	19,180.00	15,000.00	15,000.00
AUDIT SERVICES	Line Item Control	25,980.00	25,980.00	28,000.00
FORENSIC AUDIT	Control	0.00	100,000.00	
TAX COLLECTION SW	Control	154,281.00	158,839.00	164,346.00
TAX COLLECTION OE	Control	5,660.00	5,870.00	5,870.00
TAX ASSESSMENT SW	Control	37,677.00	38,608.75	39,733.54
TAX ASSESSMENT OE	Control	22,500.00	21,700.00	21,700.00
LEGAL OE	Control	69,000.00	69,000.00	69,000.00
ENGINEERING	Line Item Control	47,500.00	47,500.00	47,500.00
DOWNTOWN REDEV OE	Control	0.00		
PLANNING BOARD Part Time	Line Item Control	3,746.00	3,727.59	3,727.59
PLANNING BOARD OE	Control	7,636.50	11,737.34	11,737.00
BOARD OF ADJ Part Time	Line Item Control	3,985.00	1,470.00	1,470.00
BOARD OF ADJ OE	Control	5,850.00	5,583.34	5,585.00
LOCAL CODE ENF SW	Control	47,800.00	40,000.00	40,000.00
LOCAL CODE ENF OE	Control	1,875.00	1,875.00	1,875.00
P.E.O.S.H.A	Line Item Control	1,000.00	1,000.00	1,000.00
LIABILITY INSURANCE	Line Item Control	212,117.00	220,000.00	230,000.00
WORKER'S COMP	Line Item Control	0.00		
GROUP HEALTH INSURANCE	Line Item Control	286,598.22	214,483.41	240,000.00
UNEMPLOYMENT INSURANCE	Line Item Control	20,000.00	23,746.98	25,000.00

BOROUGH OF WASHINGTON  
WARREN COUNTY  
BUDGET PROJECTIONS FOR TRANSITIONAL AID  
BUDGET APPROPRIATIONS

CURRENT FUND

Account Description	Account Type	2010 Budget	2011 Requested	2012 Requested
POLICE DEPT SW	Control	72,100.00	14,608.04	-
POLICE DEPT OE	Control	2,085,000.00	2,085,000.00	2,126,700.00
EMERGENCY MGMT Part Time	Line Item Control	3,015.00	3,015.00	3,000.00
EMERGENCY MGMT OE	Control	1,000.00	1,000.00	1,000.00
FIRE DEPT OE	Control	33,319.00	33,319.00	33,319.00
AID TO VOL AMBULANCE OE	Control	19,300.00	19,300.00	19,300.00
FIRE & SAFETY CODE ENF SW	Control	21,734.00	19,721.52	19,721.52
FIRE & SAFETY CODE ENF OE	Control	4,810.00	5,750.00	5,750.00
FIRE HYDRANTS Fire Hydrant Chgs	Line Item Control	68,000.00	68,000.00	68,000.00
MUNICIPAL PROSECUTOR	Line Item Control	21,600.00	-	-
STREETS & ROADS SW	Control	353,014.00	363,578.00	374,471.00
STREETS & ROADS OE	Control	123,501.50	128,998.00	128,998.00
SOLID WASTE COLLECTION Contractual Svcs	Sub Account	270,500.00	259,000.00	265,000.00
BUILDINGS & GROUNDS SW	Control	12,060.00	12,083.24	12,083.24
BUILDINGS & GROUNDS OE	Control	28,816.00	30,195.00	30,195.00
SHADE TREE COMMISSION SW	Control	939.00	934.00	934.00
SHADE TREE COMMISSION OE	Control	8,000.00	13,500.00	13,500.00
ANIMAL CONTROL Part Time	Line Item Control	10,108.00	-	-
ANIMAL CONTROL Miscellaneous	Line Item Control	0.00	0.00	0.00
RECREATION SW	Control	0.00	0.00	0.00
RECREATION SW - Part-Time	Sub Account	85,646.00	40,000.00	40,000.00
RECREATION OE	Control	40,172.03	-	-
MUNICIPAL LIBRARY SW	Control	143,615.00	147,141.00	192,663.00
MUNICIPAL LIBRARY OE	Control	50,664.75	45,522.00	500.00
CELEBRATION OF PUBLIC EVENTS Miscellaneous	Line Item Control	500.00	500.00	60,000.00
ELECTRICITY	Line Item Control	53,000.00	59,000.00	60,000.00
TRAFFIC LIGHTS OE	Control	0.00	0.00	0.00
TRAFFIC LIGHTS Street Lighting	Sub Account	81,000.00	81,000.00	81,000.00
TRAFFIC LIGHTS Traffic Lights	Sub Account	2,500.00	2,500.00	2,500.00
TRAFFIC LIGHTS Traffic Light Repair	Sub Account	0.00	0.00	0.00
TELEPHONE	Line Item Control	35,000.00	35,000.00	35,000.00

BOROUGH OF WASHINGTON  
WARREN COUNTY  
BUDGET PROJECTIONS FOR TRANSITIONAL AID  
BUDGET APPROPRIATIONS

CURRENT FUND

Account Description	Account Type	2010 Budget	2011 Requested	2012 Requested
WATER	Line Item Control	6,500.00	15,000.00	15,000.00
NATURAL GAS	Line Item Control	27,000.00	35,000.00	40,000.00
HEATING OIL	Line Item Control	9,000.00	5,000.00	-
SEWAGE DISPOSAL	Line Item Control	0.00	0.00	15,000.00
GASOLINE & DIESEL	Line Item Control	13,000.00	13,000.00	180,336.00
SOLID WASTE DISPOSAL	Line Item Control	170,000.00	173,400.00	
CONTINGENT	Line Item Control	0.00		
Refund of Tax Appeals	Line Item Control	0.00		
PERS	Line Item Control	132,586.91	136,453.00	140,000.00
SOCIAL SECURITY	Line Item Control	101,369.24	88,520.03	92,060.83
CONS. POLICE & FIRE PEN	Line Item Control	10,103.18		
PFRS	Line Item Control	0.00		
DCRP	Line Item Control	500.00	3,000.00	1,000.00
Municipal Alliance - OE	Line Item Control	5,000.00		
MUNICIPAL COURT SW	Control	137,162.00	-	168,138.00
MUNICIPAL COURT OE	Control	6,741.00	6,000.00	6,000.00
PUBLIC DEFENDER - Legal Services	Line Item Control	6,000.00	70,000.00	50,000.00
DEFERRED CHARGES TO FUTURE TAXATION				30,000.00
CAPITAL IMPROVEMENT	Line Item Control	37,500.00	-	320,000.00
BOND PRINCIPAL	Line Item Control	275,000.00	305,000.00	100,000.00
PAYMENT OF BAN & CAPITAL NOTES	Line Item Control	50,000.00	100,000.00	
TAX ANTICIPATION NOTES - PRINCIPAL	Line Item Control	60,000.00	35,000.00	40,000.00
TAX ANTICIPATION NOTES - INTEREST	Line Item Control	303,141.25	290,160.00	276,097.50
INTEREST ON BONDS	Line Item Control	101,872.48	38,964.65	50,000.00
INTEREST ON NOTES	Line Item Control	39,702.41	39,702.40	39,702.41
GREEN TRUST LOAN PRIN & INTEREST	Line Item Control	0.00		
EMERGENCY APPROPRIATION-FIRE TRUCK OF	Line Item Control			
EXPENDITURE W/O APPROPRIATION	Line Item Control	0.00		
Over Expenditures Appropriation Reserve	Line Item Control	0.00		
PY Operating Deficit	Line Item Control	882,990.60	882,990.60	890,000.00
RESERVE FOR UNCOLLECTED TAXES	Line Item Control			

BOROUGH OF WASHINGTON  
 WARREN COUNTY  
 BUDGET PROJECTIONS FOR TRANSITIONAL AID  
 BUDGET APPROPRIATIONS

CURRENT FUND

Account Description	Account Type	2010 Budget	2011 Requested	2012 Requested
Total		\$ 7,305,597.57	\$ 7,226,215.26	\$ 7,281,669.83

BOROUGH OF WASHINGTON  
WARREN COUNTY  
BUDGET REVENUE PROJECTIONS TRANSITIONAL AID  
REVENUE SUMMARY

Account Number	Account Description	CURRENT FUND		
		2010 BUDGET	2011 ANTICIPATED	2012 PROJECTED
0-01-07-190-000	Amount to be Raised by Taxation		5,377,830.76	5,515,907.24
0-01-08-101-000	Surplus Anticipated	5,294,709.57	130,000.00	258,386.59
0-01-08-103-000	Alcoholic Beverages	4,300.00	5,000.00	5,000.00
0-01-08-104-000	Other Licenses	3,000.00	2,000.00	2,000.00
0-01-08-105-000	Fees & Permits	25,000.00	30,000.00	45,000.00
0-01-08-106-000	Uniform Fire Safety - LEA Rebate	15,000.00	10,000.00	15,000.00
0-01-08-109-000	Other Fines & Costs	0.00	0.00	0.00
0-01-08-110-000	Municipal Court	109,000.00	109,000.00	109,000.00
0-01-08-112-000	Interest & Costs on Taxes	94,000.00	100,000.00	120,000.00
0-01-08-113-000	Interest on Invest & Deposit	9,000.00	6,500.00	7,000.00
0-01-08-114-000	6% Year End Penalty	0.00	0.00	0.00
0-01-08-118-000	Cable TV	21,500.00	21,000.00	21,000.00
0-01-08-121-000	General Capital Fund Balance	0.00	0.00	0.00
0-01-08-124-000	Reserve for Prepaid School Taxes	0.00	0.00	0.00
0-01-08-125-000	Reserve for Prepaid School Taxes	0.00	0.00	0.00
0-01-08-126-000	Sale of Municipal Assets	5,670.00	0.00	0.00
0-01-08-127-000	Westgate P.I.L.O.T. I	0.00	0.00	0.00
0-01-08-128-000	Westgate P.I.L.O.T. II	0.00	0.00	0.00
0-01-08-200-000	Fees & Permits - Additional	0.00	0.00	0.00
0-01-09-201-000	Consolidated Municipal Property Tax Reli	95,030.00	95,030.00	95,030.00
0-01-09-202-000	Legislative Init Muni Block Grant	0.00	0.00	0.00
0-01-09-203-000	Energy Receipts	498,346.00	498,346.00	498,346.00
0-01-09-205-000	Supplemental Energy Receipts	0.00	0.00	0.00
0-01-09-206-000	Municipal Homeland Security	0.00	0.00	0.00
0-01-10-701-000	Municipal Property Tax Assistance	0.00	0.00	0.00
0-01-10-703-000	Recycling Tonnage	0.00	0.00	0.00
0-01-10-707-000	Forestry	0.00	0.00	0.00
0-01-10-713-000	Municipal Alliance Alcohol & Drugs	0.00	0.00	0.00
0-01-10-718-000	Small Cities Grant	0.00	0.00	0.00
0-01-10-719-000	Body Armor Replacement	0.00	0.00	0.00
0-01-10-745-000	Bulletproof Vest	0.00	0.00	0.00
0-01-10-770-000	Cool Cities	0.00	0.00	0.00
0-01-15-499-000	Drunk Driving Enforcement	0.00	0.00	0.00
0-01-09-204-000	Trans-option Grant	0.00	0.00	0.00
	Clean Communities	581,000.00	576,508.50	590,000.00
	Receipts from Delinquent Taxes	400,000.00	265,000.00	
	Extraordinary Aid			
	Recreation Revenue			
<b>Total Revenue</b>		<b>7,305,597.57</b>	<b>7,226,215.26</b>	<b>7,281,669.83</b>
				0.00



**MANAGERS WEEKLY REPORT**  
**1/7/11**

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As requested by Councilman Higgins, I have attached the 2010 payments made to the Township associated with the Shared Services Agreement for Police Services. With the exception of the costs associated with destroying old police records, the amount paid was exactly what was budgeted for in 2010.

The December 2010 YTD expenditures have been posted

The 2011 Recreation fee is scheduled to be posted on the website. This will make all of the fees approved by Council available to public.



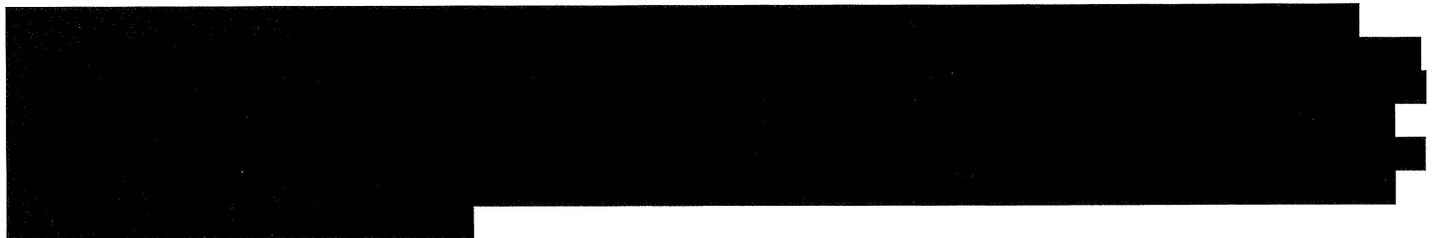
**MANAGERS WEEKLY REPORT**  
**12/17/10**

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We recently applied for a grant under the Board of Public Utilities (BPU) Energy Efficiency and Conservation Block Grant Program (EECBG). This entitles us to receive \$20 to be used for energy upgrades if we use State approved vendors. In addition to this money, the BPU will contribute \$30 toward our project as well. This means, if we use State approved vendor, we can have a \$50K energy upgrade project FULLY FUNDED. I reached out to the vendor and will be scheduling a meet-and-greet to get some preliminary information. I will keep you posted throughout the process.

I spoke with the Historical Society regarding the cannon at the Borough Park. They researched the cannon and have advised me of the following:

- The cannon is a civil war cannon that has actually been fired.
- The serial number is 888, and was built in 1865 in Phoneixville, PA
- Originally, is was located on a wooden carriage that would allow it to be moved as-needed during the war. At some point, the wood began to rot, which is why it is currently located in concrete.
- Currently, this is not listed on the National Historic Registry, although they (the Historic Society) have asked for permission from the Council to properly register this.

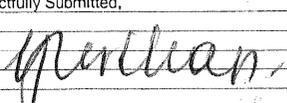


Recently, the NJ League of Municipalities sent out an e-mail asking municipalities to adopt a resolution as it relates the 2% CAP. Specifically, it would petition that the State permit municipalities to place the Reserve for Uncollected Taxes outside the CAP. I have attached the sample they provided for your review. If this is something that you would like to adopt, please let me know and we will schedule accordingly.

The Borough recently received a letter from the State Comptroller checking in on the status of some of their recommendations. I have attached their letter, as well as my response to them for your review.

The Division of Local Government Services recently advised me that we must get their approval in advance before we hire any temporary/seasonal employees. Specifically, I am referring to the temporary/seasonal employees for the pool. They have asked for a financial breakdown of revenues and expenditures that we expect with the pool, to which I have complied. I am fearful this may not be approved due to the significant financial loss associated with the pool. I will be sure to keep you posted throughout the process.

Chief Financial Officer's Expenditure Report  
December 2010

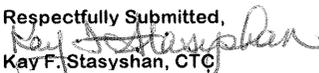
	Expenditure Subtotals		Expenditure Totals	
<b>EXPENDITURES:</b>				
Voucher & Claims List 12/07/10				
Current Fund 01-Current Year Expenditures	452,733.38			
Total Current Fund			452,733.38	
Capital Fund 04-Expenditures			11,925.00	
MSU Fund 05-Current Year Expenditures	3,869.33			
Total MSU-Fund 05			3,869.33	
Animal Control Trust Fund 12-Expenditures			70.20	
<b>Operating Fund Total</b>			<b>468,597.91</b>	
Voucher & Claims List 12/21/10				
Current Fund 01-Current Year Expenditures	203,777.92			
Federal & State Grant Fund 02-Expenditures	2,200.00			
Total Current Fund			205,977.92	
Capital Fund 04-Expenditures			896.00	
MSU Fund 05-Current Year Expenditures	69,024.13			
Total MSU-Fund 05			69,024.13	
Recreation Trust Fund 16-Expenditures			359.19	
<b>Operating Fund Total</b>			<b>276,257.24</b>	
<b>Adjustments:</b>				
Payroll Entries for November:				
Chk#3796 & #3797 (11/24/10 Current Acct.)			<59,124.27>	
11/30/10 Payroll on V&C List 12/07/10				
Payroll Entries for December:				
Chk#3887 & #3888 (12/28/10 Current Acct.)			45,947.35	
12/30/10 Payroll on V&C List 1/04/11				
<b>TOTAL OPERATING FUND EXPENDITURES</b>			<b>731,678.23</b>	
<b>GROUP FUND ESCROW-FUND 13</b>				
Voucher & Claims List 12/07/10			1,542.00	
Voucher & Claims List 12/21/10			89,265.38	
<b>Total Group Fund Escrow</b>			<b>90,807.38</b>	
<b>SPECIAL POLICE TRUST-FUND 17</b>				
Voucher & Claims List 12/21/10			1,765.37	
to close out Special Police Account				
<b>Total Special Police Trust Fund</b>			<b>1,765.37</b>	
	<b>Total Current Fund</b>	<b>Total Non-Current</b>	<b>Total Current Fund</b>	<b>Total Operating</b>
	<b>Deposits/Interest</b>	<b>Disbursements</b>	<b>for December 2010</b>	<b>Fund Expenditures</b>
<b>INVESTMENT CONCENTRATION/FUNDING ACCOUNT:</b>				
Balance as of 11/30/10			3,264,394.27	
Total Deposits			794,065.20	
Deposits	673,879.57			
Interest	915.07			
Interfunds - Net Amount	119,270.56			
Total Disbursements		86,143.85	645,534.38	731,678.23
Balance as of 12/31/10			3,412,925.09	
*Disbursement Difference = Non-Current Accounts				
General Capital Fund 04	12,821.00			
MSU Fund 05- Current Year	72,893.46			
Animal Control Trust Fund 12	70.20			
Recreation Trust Fund 16	359.19			
<b>Total Non-Current Disbursements</b>	<b>86,143.85</b>			
Respectfully Submitted,				
				
Natasha Turchan Chief Financial Officer				
Prepared by: Susan Fleming January 3, 2011				



# Tax Collector's Revenue Report 2010

DECEMBER 2010      REVENUE YEAR TO

<u>REVENUE</u>	<u>REVENUE</u>	<u>DATE</u>
2009 Real Estate Property Tax	0.00	507,928.86
2009 Taxes from Tax Sale	0.00	148,594.38
2009 Sewer from Tax Sale	0.00	16,016.44
2010 Real Estate Property Tax	131,892.44	16,256,298.87
2011 Real Estate Property Tax	5,280.54	11,141.27
6% Year-End Penalty	0.00	16,857.84
Interest and Costs on Taxes	4,736.61	135,421.53
Borough Clerk	1,590.85	38,299.08
Registrar	1,115.00	7,544.00
Public Library Fees	0.00	580.00
Investment Interest/Investment Account Interest	915.07	7,067.64
Tax Print-Out Copies	0.00	40.20
Tax Search	0.00	0.00
Return Check Fee	0.00	250.00
Subdivision Fee	0.00	620.00
Duplicate Bill Fee	0.00	150.00
Variance Fee	0.00	1,275.00
Landlord/Tenant Reg. Fee	2,700.00	10,605.00
CO Letters-Landlord/Tenant Fee	70.00	4,950.00
Zoning Application Fees	125.00	2,300.00
Fire Prevention Bureau Fees	625.00	8,453.00
Municipal Court	8,129.96	111,047.93
WBPD Garnishment Admin. Fees	0.00	6.00
WBPD Phone Deduction	0.00	30.00
Redemption O/L	11,707.62	1,025,731.09
Municipal Lien Redemption	0.00	3,497.10
Tax Sale Premiums	0.00	63,600.00
Tax Sale Ad Fee	0.00	1,786.88
SCART from Prosecutor	0.00	0.00
Petty Cash Reimbursement	300.00	400.00
Soil Erosion Fee	0.00	672.43
Site Plan Fee	0.00	200.00
Supplemental Energy Receipts	0.00	16,973.00
CMPTRA	4,751.50	104,691.10
Energy Receipts	24,068.65	481,373.00
NJ Balanced Housing Program	0.00	0.00
Veteran/Senior Citizen State Subsidies	0.00	52,238.67
CFMP(Green Community Grant)	0.00	3,000.00
Recycling Tonnage Grant	0.00	0.00
Cool Cities Grant	0.00	0.00
Small Cities State Grant	0.00	169,000.00
Smart Growth Grant	0.00	32,500.00
Div of Fire/Safety LEA Rebate	3,025.10	10,853.70
MC-Restitution	0.00	0.00
State Aid Hwys/Belvidere Ave. Sect. I	0.00	388,501.80
WT-General Bonds Proceeds	0.00	0.00
WT-BAN Proceeds	0.00	2,965,346.00
Extraordinary Aid	0.00	0.00
Highland Regional Master Plan-RMP Compliance Aid	0.00	0.00
Library State Aid	0.00	3,185.00
MC- Div of Motor Vehicle Fines	0.00	800.00
Municipal Alliance-WC Freeholders	0.00	6,493.71
Clean Communities Grant	0.00	12,192.00
Appropriation Refund	0.00	4,502.74
TAN Proceeds	0.00	2,006,160.00
Sewer Charges combined with Taxes	0.00	81.87
Interfunds-from MSU, Publ Assistance, D Bohne, Tigar, Payroll Ded; to Other Trust	108,684.36	687,826.57
Interfunds-from Developer's Escrow and Special Police Service	83,494.98	83,494.98
Body Armor-State	0.00	817.43
MRNA-Street Opening Refund from 2009-charges paid by Current Fund	852.52	1,785.49
Feasibility Study-Police Dept	0.00	19,500.00
Transitional Aid	400,000.00	400,000.00
<b>TOTAL REVENUE</b>	<b>794,065.20</b>	<b>25,832,681.60</b>

Respectfully Submitted,  
  
 Kay F. Stasyshan, CTC  
 Tax Collector

Prepared by: Kay F Stasyshan  
 January 11, 2011

# Issues by Assigned To

Thursday, January 13, 2011  
10:26:24 AM

Status	Title	Due Date	Priority	Category	Opened By	Opened Date
John Burd						
Resolved		23-Aug-10	(1) High	Curbs	Debbie Smolar	19-Aug-10
working on it		22-Oct-10	(2) Normal	Curbs	Debbie Smolar	21-Oct-10
Active		09-Dec-10	(2) Normal	Special Detail	Debbie Smolar	06-Dec-10
Issue Count: 0						
Status	Title	Due Date	Priority	Category	Opened By	Opened Date

Local Code   Official						
Resolved		05-Jan-11	(2) Normal	Garbage Issues	Debbie Smolar	04-Jan-11
Resolved		07-Jan-11	(2) Normal	Garbage Issues	Debbie Smolar	05-Jan-11
working on it		07-Jan-11	(2) Normal	Garbage Issues	Debbie Smolar	05-Jan-11
Resolved		07-Jan-11	(2) Normal	Garbage Issues	Debbie Smolar	05-Jan-11
Issue Count: 0						
Status	Title	Due Date	Priority	Category	Opened By	Opened Date
Michael Stone						
Resolved		15-Nov-10	(1) High	Sidewalks	Debbie Smolar	15-Nov-10
Resolved		10-Dec-10	(1) High	Street Openings	Debbie Smolar	08-Dec-10
Issue Count: 0						

# Issues Details

Thursday, January 13, 2011  
10:29:00 AM

## Issue 312

<b>Assigned To:</b>	John Burd	<b>Status:</b>	Resolved
<b>Opened By:</b>	Debbie Smolar	<b>Category:</b>	Curbs
<b>Opened Date:</b>	19-Aug-10	<b>Priority:</b>	(1) High
<b>Due Date:</b>			8/23/2010

John, Rich would like the DPW to repaint the yellow curbs along North Prospect, Carlton and Miller Ave.  
Please advise the Manager's Office when this is done.

Thank you,

Debbie

10/28/10 Per John only Carlton and Belvidere Ave has been done.

## Issue 343

<b>Assigned To:</b>	John Burd	<b>Status:</b>	working on it
<b>Opened By:</b>	Debbie Smolar	<b>Category:</b>	Curbs
<b>Opened Date:</b>	21-Oct-10	<b>Priority:</b>	(2) Normal
<b>Due Date:</b>			10/22/2010

John, per Rich please repaint the curbs yellow on all sides at the following location:

- 1) Route 31 and Gibson Place
- 2) Route 31 and 57 Intersection
- 3) Rt 57 and Broad St-Belvidere Ave.
- 4) Rt. 57 and North and South Lincoln Ave.
- 5) Rt. 57 and North and South Prospect St.

Please advise the Manager's office when this is done.

Thank you,  
Debbie

11/22/10: Per John working on it due to weather may not be finish until Spring 2011

**Issue 347**

<b>Assigned To:</b>	Michael Stone	<b>Status:</b>	Resolved
<b>Opened By:</b>	Debbie Smolar	<b>Category:</b>	Street Openings
<b>Opened Date:</b>	08-Dec-10	<b>Priority:</b>	(1) High
		<b>Due Date:</b>	12/10/2010

Mike, Joyce Pyle from 88 W. Stewart St. reported a large hole in the alley behind her home. She claims that her neighbor has dug a large hole in the alley and it is now filled with water and surrounded by caution tape.

Please advise the Manager's Office of the outcome.

Thank you,

Debbie

PER Mike Stone this was done 12/28/10

**Issue 350**

<b>Assigned To:</b>	Michael Stone	<b>Status:</b>	Resolved
<b>Opened By:</b>	Debbie Smolar	<b>Category:</b>	Sidewalks
<b>Opened Date:</b>	15-Nov-10	<b>Priority:</b>	(1) High
		<b>Due Date:</b>	11/15/2010

Mike, I received an anonymous phone call concerning a sidewalk on the corner of Lincoln and Johnston street. The sidewalk has a very big hole in it. All Sidewalks are the responsibility of the homeowner.

Please advise the Manager's Office when this is done.

Thank you,

Debbie

11/23/10 Hole was filled in after notice of violations was sent out by code officer.

Issue 353

Assigned To:	John Burd	Status	Active
Opened By:	Debbie Smolar	Category	Special Detail
Opened Date	06-Dec-10	Priority	(2) Normal
Due Date			12/9/2010

John, Rich would like for you to clean the Library's gutters. There is one over the entry door and after the last rainfall they had a leaked in the window display. If the cleaning of the gutters doesn't work the metal over the roof may need to be clamped more tightly.

Please advise the Manager's Office when this is done.

Thank you,  
Debbie

Issue 355

Assigned To:	Local Code   Official	Status	Resolved
Opened By:	Debbie Smolar	Category	Garbage Issues
Opened Date	04-Jan-11	Priority	(2) Normal
Due Date			1/5/2011

Mike, Ms. Ann Steinrech called in to complain about the garbage being all over at 9 Cherry Street. Her phone # is 689-2717.

Please advise the Manager's Office when this is done.

Thank you,  
Debbie

1/10/11 Per Mike Stone all trash was removed.

**Issue 356**

**Assigned To:** Local Code | Official  
**Status:** Resolved  
**Opened By:** Debbie Smolar  
**Category:** Garbage Issues  
**Priority:** (2) Normal  
**Due Date:** 1/7/2011

Mike, Councilman Boyle noticed that there were recyclables left on the curb after collection date. At 72 Church St.

Please advise the Manager's Office when this is done.

Thank you,

Debbie

1/5/11 Per Mike Notice of Violation went out.  
1/11/11 Per Mike this has been resolved.

**Issue 357**

**Assigned To:** Local Code | Official  
**Status:** working on it  
**Opened By:** Debbie Smolar  
**Category:** Garbage Issues  
**Priority:** (2) Normal  
**Due Date:** 1/7/2011

Mike, Councilman Boyle noticed that there is a large amount of furniture placed on the front lawn at 90 Church Street.

Please advise the Manager's Office when this done.

Thank you,

Debbie

1/11/11 Per Mike this is going to take a little time there is an Estate involved.

Assigned To:	Local Code   Official	Status	Resolved
Opened By:	Debbie Smolar	Category	Garbage Issues
Opened Date:	05-Jan-11	Priority	(2) Normal
Due Date			1/7/2011

Mike, Councilman Boyle noticed bulk items left curbside at 55 Carlton.

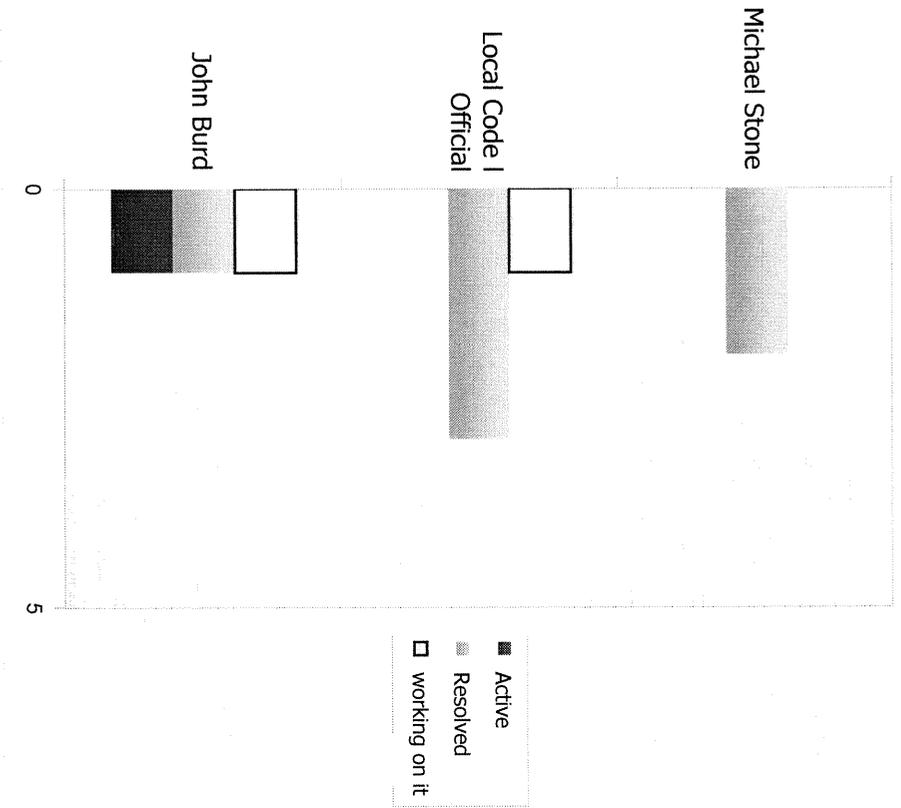
Please advise the Manager's Office when this done.

Thank you,

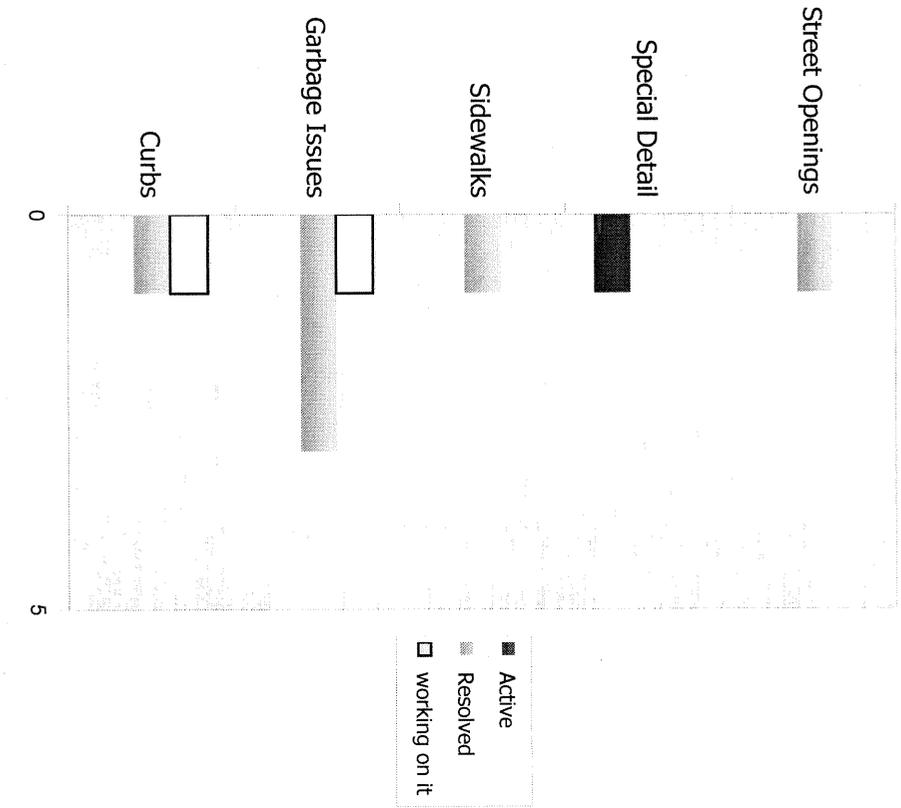
Debbie

1/6/11 Per Mike Notice of Violation went out.  
1/11/11 Per Mike this is resolved.

### Issues by Assigned To



### Issues by Category



## RESOLUTION #

### RESOLUTION SUPPORTING COMMITTEE REORGANIZATION

**WHEREAS**, the governing body has determined that there is need for accountability in all Departments; and

**WHEREAS**, there has been demonstrated a need for further Citizen Involvement in Borough affairs;

Do HEREBY purpose to reorganize the structure and functions of Committees as follows:

1. Re-establish all committees to be comprised of at least two council persons and at least one citizen; with open and unlimited citizen membership.
2. Committee members shall serve for 6 month terms.
3. Committees shall be called Flexible Citizen Advisory Committees, meaning that physical meeting attendance is voluntary and all or most meetings shall be of a teleconference type or via e-mail.
4. The committee or a representative will report to council every meeting.
5. The functions of each committee shall be primarily to research, evaluate, investigate as eyes and ears of council and, to recommend, report, and update the council; in order to be better advised and inform on common issues, Borough concerns and to improve goal-setting and policy making Council decisions.
6. One Hundred flyers will be photocopied and distributed throughout the Borough and posted on the website to additionally inform citizens of this need, and describing the committees and their functions and structure.

There shall be a change in the Borough committees to include the following new committees:

- a) Revenue-generation committee; to search and seek alternative Borough funding methods; including fund raising.
- b) Public Citizen / Group Alliance Committee – to recommend a joint / cooperative events and increase joint and voluntary civic action.
- c) Business Improvement Action Committee – to work with BID to promote events.

- d) Environmental / Engineering oversight committee – to report on current issues (includes Public Works, Water and Sewer.
- e) Roads, Fire, Public Safety
- f) Shared Services Committee – to research recommend new shared services proposals.
- g) Parks, Recreation and Shade Tree Committee
- h) Proposal / Contract BID / Review Committee – to research and recommend to council.

Additionally,

There shall be 3 Steering committees which shall be made up of three council persons

- a) Policy Steering Committee – to set Borough goals.
- b) Management Steering Committee – to oversee Management functions and recommend action to Borough Manager.
- c) Budget Committee – to advise and report on Budget.

And,

Whereas there is a need from time to time of additional reporting to council, policy studies or other temporary or issue – specific action, the council may add additional Ad-Hoc Committees.

And,

Unless hereby eliminated, all Borough committees will continue in operation, unless otherwise incorporated herein and, all committees will operate in accordance with all State regulations and will not replace State mandated statutory committees.

This resolution shall be effective immediately.

Executive Session Minutes  
July 20, 2010

Borough of Washington, Council Chambers

The Mayor and Council discussed the resignation of the Recreation Director. The Mayor and Council also discussed the need to appoint an Acting Recreation Director. The Mayor and Council discussed the importance of the Borough Manager attending at least one Recreation Committee meeting a month.

Respectfully submitted,

Kristine Blanchard, Borough Clerk

Executive Session Minutes  
July 6, 2010

Borough of Washington, Council Chambers

Manager Phelan updated Mayor and Council on the Court negotiations with Mansfield Township. If Council decides to move forward there will be layoffs. Meetings will continue to be held with Mansfield Township and the AOC.

Manager Phelan stated the Recreation Director has resigned effective immediately.

Respectfully submitted,

Kristine Blanchard, RMC  
Borough Clerk

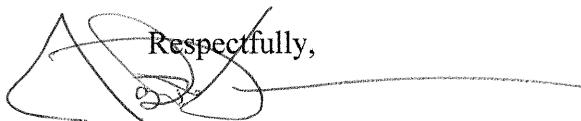
**Washington Fire Department  
100 Belvidere Ave  
Washington, NJ 07882  
908 689 3600 ext 141**

January 11, 2011

To Washington Borough Council:

Truck Company 2 of the Washington Fire Department has accepted Benjamin LeClair on as a new member. He is transferring to us from the Mansfield Fire Company #1 after many years of service. We are asking that he be approved by the governing body and added to the towns insurance policy. If you require further documentation, please feel free to contact me. My cell phone number is 908-339-2274.

Respectfully,

A handwritten signature in black ink, appearing to read 'Joshua T DeVoe', with a long horizontal line extending to the right.

Joshua T DeVoe  
Assistant Fire Chief

**Resolution 10-2011**  
**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT WITH**  
**SUBURBAN CONSULTING ENGINEERS**  
**FOR WASTEWATER CONSULTING SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Wastewater Consultant; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open process” that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough’s website; and

WHEREAS, on September 30, 2010, proposals for this professional service were publicly opened; and

WHEREAS, Suburban Consulting Engineers has submitted a proposal dated September 30, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for Wastewater Consulting Services; and

WHEREAS, for budgetary purposed, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of \$20,000.00, excluding escrow-related services; and

WHEREAS; any additional work above and beyond the base Wastewater Consulting Services charged in accordance with the hourly fee schedule stated above only if authorized by the Borough Council of the Borough of Washington; and

WHEREAS, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account:

1-05-55-502-000-028

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Suburban Consulting Engineers as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Suburban Consulting Engineers.

**CERTIFICATION OF FUNDS BY THE  
CHIEF FINANCIAL OFFICER**

Pursuant to Procedure No. 251, Local Finance Board  
dated October 20, 1976, effective January 1, 1976

CONTRACT FOR: 2011 Wastewater Consulting Services

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RESOLUTION NUMBER:

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BOROUGH COUNCIL MEETING DATE: January 4, 2011

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This is to certify that adequate funds for the within  
referenced Contract are available in the 2011 Temporary Budget and subsequent adopted budget

Budget Account

1-05-55-502-000-028

Bond Ordinance

\$20,000.00

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Amount



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Natasha Turchan, C.F.O.

Date

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**Resolution 11-2011**  
**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT WITH**  
**SUBURBAN CONSULTING ENGINEERS**  
**FOR GENERAL MUNICIPAL ENGINEERING SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Engineer; and

WHEREAS, the Borough Council of the Borough of Washington is awarding this contract under a “fair and open” process that has included public solicitation of qualifications; and

WHEREAS, publicly advertised requests for qualifications were posted on the Borough’s website; and

WHEREAS, on September 30, 2010 proposals for this professional service were publicly opened; and

WHEREAS, Suburban Consulting Engineers has submitted a proposal dated September 30, 2010 indicating they will provide the above-referenced services at the rates listed in their fee schedule for General Municipal Engineering Services; and

WHEREAS, for budgetary purposed, the Borough Council of the Borough of Washington would like to have this contract reflect a not to exceed amount of \$45,000.00, excluding escrow-related services; and

WHEREAS; any additional work above and beyond the base General Engineering Services charged in accordance with the hourly fee schedule stated above only if authorized by the Borough Council of the Borough of Washington; and

WHEREAS, the Chief Financial Officer has certified to the Borough Clerk that funds are available in the following budget account:

1-01-20-165-000-028

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Suburban Consulting Engineers as described herein; and,

BE IT FURTHER RESOLVED that notice of this appointment will be published as required by law within ten days of the passage of this resolution; and

BE IT FURTHER RESOLVED, that copies of this resolution be forwarded to the Chief Financial Officer and Suburban Consulting Engineers.

**CERTIFICATION OF FUNDS BY THE  
CHIEF FINANCIAL OFFICER**

Pursuant to Procedure No. 251, Local Finance Board  
dated October 20, 1976, effective January 1, 1976

CONTRACT FOR: 2011 General Municipal Engineering Services

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RESOLUTION NUMBER:

---

BOROUGH COUNCIL MEETING DATE: January 4, 2011

---

This is to certify that adequate funds for the within  
referenced Contract are available in the 2011 Temporary Budget and subsequent adopted budget

Budget Account

1-01-20-165-000-028

Bond Ordinance

\$45,000.00

---

Amount



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Natasha Turchan, C.F.O.

Date

---

RESOLUTION #28-2011

A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS FROM  
KATHY'S KOVE & KAFE' ESCROW ACCOUNT  
HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, Kathy LaCorte, owner of Kathy's Kove & Kafé, 5 W. Washington Avenue, Washington, NJ 07882 has requested the return of the funds remaining in the escrow account for Kathy's Kove & Kafé #7760883194; and

WHEREAS, Board of Adjustment Engineer William Gleba of Finelli Consulting Engineers has determined after reviewing the file that the escrow account money can be released.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Municipal Treasurer is hereby authorized to issue a check to Kathy's Kove & Kafé for the actual account balance in the Kathy's Kove & Kafé escrow account.

The above resolution was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:

Ayes:            Nayas:

\_\_\_\_\_  
Kristine D. Blanchard, R.M.C.  
Borough Clerk

cc: Barbara Van Why, Admin. Clerk

RESOLUTION #29-2011

A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS FROM  
WARREN COUNTY HABITAT FOR HUMANITY ESCROW ACCOUNT  
HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, Karen Hillyer, President of Warren County Habitat for Humanity, 31 Belvidere Avenue, Washington, NJ 07882 has requested the return of the funds remaining in the escrow account for Warren County Habitat for Humanity #7760883152; and

WHEREAS, Planning Board Engineer William Gleba of Finelli Consulting Engineers has determined after reviewing the file that the escrow account money can be released, as authorized by the Planning Board at their meeting of May 10, 2010.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Municipal Treasurer is hereby authorized to issue a check to Warren County Habitat for Humanity for the actual account balance in the Warren County Habitat for Humanity escrow account.

The above resolution was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:

Ayes:           Nayes:

\_\_\_\_\_  
Kristine D. Blanchard, R.M.C.  
Borough Clerk

cc: Barbara Van Why, Admin. Clerk



WARREN COUNTY HABITAT FOR HUMANITY  
31 Belvidere Avenue  
Washington, NJ 07882-1813  
Telephone: 908 835-1338  
Fax: 908-835-1300  
E-mail: warrenhabitat@verizon.net  
Website: www.warrenhabitat.org

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December 20, 2010

Boro of Washington  
100 Belvidere Avenue  
Washington, NJ 07882

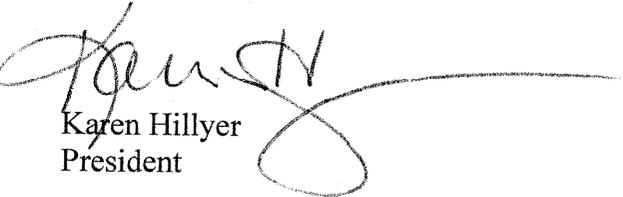
Attn: Barbara VanWhy

Dear Ms. VanWhy:

Per your telephone conversation with Fran Pilch earlier today, this letter is to formally request the return of our escrow in the amount of \$300 for the exemption of the requirements of Chapter 69 Sedimentation and Soil Control for Block 68 Lot 2. The said exemption was approved by the Planning Board at their May 2010 meeting.

Thank you for your attention to this matter.

Sincerely,

  
Karen Hillyer  
President

**Subject:** FW: Habitat for Humanity  
**From:** "Kristine Blanchard" <kblanchard@washingtonboro-nj.org>  
**Date:** Tue, January 4, 2011 1:47 pm  
**To:** bvanwhy@washingtonboro-nj.org  
**Priority:** Normal  
**Options:** [View Full Header](#) | [View Printable Version](#) | [Download this as a file](#)

Hopefully this will help  
Kris

Borough of Washington  
Borough Clerk  
100 Belvidere Ave  
Washington, NJ 07882  
908 689 3600 ext. 113  
(f) 908 689-9485

-----Original Message-----

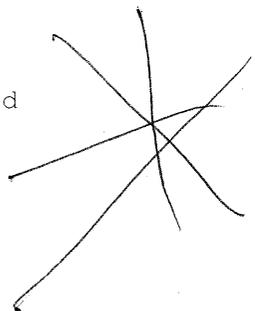
From: Bill Gleba [<mailto:BILLG@finellicon.com>]  
Sent: Tuesday, January 04, 2011 2:35 PM  
To: Kristine Blanchard; [Sgruenberg@earthlink.net](mailto:Sgruenberg@earthlink.net)  
Subject: RE: Habitat for Humanity

Kristine - As was discussed at that Planning Board meeting, the Board was going to allow for payment of my Firms services for this Soil Erosion and Sediment Control application and exemption request from their account at the request of Habitat. So long as all the prior invoices were processed, we currently have no further charges.

Hope this answers. Feel free to call with any questions.

Happy New Year. -Bill

William Gleba, P.E., P.P., C.M.E.  
205 Route 31 North  
Washington, New Jersey 07882  
908-835-9500  
908-835-9909 Fax  
[billg@finellicon.com](mailto:billg@finellicon.com)



From: Kristine Blanchard [<mailto:kblanchard@washingtonboro-nj.org>]  
Sent: Wednesday, December 29, 2010 2:06 PM  
To: Bill Gleba; [Sgruenberg@earthlink.net](mailto:Sgruenberg@earthlink.net)  
Subject: Habitat for Humanity  
Bill, Steve

Back in May of this year Habitat for Humanity came before the Planning Board regarding a soil application. The planning board agreed to return their escrow and application fee. Before this can go to the council for release I need an email or letter from you stating that there are no outstanding charges to be incurred by their escrow account.

Thanks  
Kristine

**RESOLUTION #30-2011**

**CANCEL SMALL BALANCES FOR MUNICIPAL TAXES**  
**as per N.J.S.A. 40A:5-17.1**

**WHEREAS**, the State of New Jersey allows a Municipal employee to process the cancellation of any municipal charges including overpayments or delinquencies of \$10.00 and less; and

**WHEREAS**, the Municipal employee allowed to process the cancellations shall be the Tax Collector.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey hereby authorizes the Tax Collector of the Borough of Washington to process the cancellation of any municipal taxes of \$10.00 or less for 2010 and 2011.

The above Resolution was moved by \_\_\_\_\_, seconded  
by \_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:     Ayes:

                  Nays:

                  Abstentions:

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Kristine Blanchard, RMC  
Borough Clerk

cc: Kay F. Stasyshan, Tax Collector  
Auditors

**RESOLUTION #31-2011**

**RESOLUTION TO REFUND VETERAN DEDUCTION ALLOWED**

**As per N.J.S.A. 54:4-8.40 Et seq**

**WHEREAS**, the Tax Assessor and Tax Collector has allowed the following Veterans' Deduction and wishes to refund this deduction; and

<b><u>BLOCK</u></b>	<b><u>LOT</u></b>	<b><u>NAME OF OWNER/ PROPERTY LOCATION</u></b>	<b><u>EXPLANATION</u></b>	<b><u>AMOUNT</u></b>
82	15	Giovannone, Pasquale 98 Youmans Avenue Washington, NJ 07882	Veteran's Deduction Allowed in 2010	250.00

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer be authorized to refund the amount of \$250.00 to Pasquale Giovannone.

The above Resolution was moved by \_\_\_\_\_, seconded by

\_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:      Ayes:

                    Nays:

                    Abstentions:

\_\_\_\_\_  
Kristine Blanchard, Borough Clerk/RMC

cc: Kay F. Stasyshan, Tax Collector  
Block/Lot File  
Paula Drake, Accounts Payable Clerk

**RESOLUTION #32-2011**

**RESOLUTION TO REFUND VETERAN DEDUCTION ALLOWED AND TAX OVERPAYMENT**  
**As per N.J.S.A. 54:4-8.40 Et seq**

**WHEREAS**, the Tax Assessor and Tax Collector have allowed the following Veterans' Deduction. A 2009 tax overpayment was created by the mortgage company and the taxpayer both paying the 4<sup>th</sup> quarter 2009 Added Assessment. The Tax Collector wishes to refund these overpayments; and

<b><u>BLOCK</u></b>	<b><u>LOT</u></b>	<b><u>NAME OF OWNER/ PROPERTY LOCATION</u></b>	<b><u>EXPLANATION</u></b>	<b><u>AMOUNT</u></b>
8	1	Kenney, Susanne 111 W Warren St Washington, NJ 07882	Veteran's Deduction Allowed in 2010 4 <sup>th</sup> Quarter 2009	250.00  48.41

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer be authorized to refund the amount of \$298.41 to Susanne Kenney.

The above Resolution was moved by \_\_\_\_\_, seconded by

\_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:      Ayes:

                    Nays:

                    Abstentions:

\_\_\_\_\_  
Kristine Blanchard, Borough Clerk/RMC

cc: Kay F. Stasyshan, Tax Collector  
Block/Lot File  
Paula Drake, Accounts Payable Clerk

**RESOLUTION # 33-2011**

**A RESOLUTION APPROVING CERTAIN CURBING IMPROVEMENTS  
ALONG THE RIGHT OF WAY OF GIBSON PLACE FOR P&P OF  
WASHINGTON LLC**

**WHEREAS**, the Applicant (P&P of Washington LLC) applied to the Board of Adjustment for Variance relief for Block 56 Lot 1; and

**WHEREAS**, the Board of Adjustment granted Variance relief in Resolution 2010:8; and

**WHEREAS**, Resolution 2010:8 states that the Applicant must receive formal approval of the Borough Council of the placement of the improvements within the right of way of the are of Gibson place; and

**WHEREAS**, Resolution 2010:8 also states the Applicant shall afford the Borough with title 39 jurisdiction over both properties to afford the Borough with police enforcement over all traffic regulations; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Governing Body hereby gives approval to P&P of Washington LLC Block 56 Lot 1 (66 Route 31 North) for the placement of improvements along the right of way of Gibson Place as outlined in the Board of Adjustment Resolution 2010:8.

Roll Call:      Ayes:  
                     Nays:  
                     Abstentions:

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Kristine Blanchard, R.M.C.  
Borough Clerk

*Alan Y. Lowcher*  
*Attorney and Counselor at Law*  
*19 Rymon Road*  
*Washington, NJ 07882*  
*(908) 689-5740*  
*(908) 689-5738 (FAX)*  
*E-mail: [lowcherlaw@comcast.net](mailto:lowcherlaw@comcast.net)*

January 6, 2011

**VIA HAND DELIVERY**

Ms. Kristine Blanchard, Borough Clerk  
Washington Borough  
100 Belvidere Avenue  
Washington, New Jersey 07882

Re: Preliminary & Final Subdivision Approval; Site Plan  
Approval and Variance Relief  
for P & P of Washington, LLC  
66 Route 31 North, Washington, NJ  
Block 56, Lot 1, Washington Borough

Dear Ms. Blanchard:

I am the attorney for P & P of Washington, LLC (P&P). This letter will confirm my prior request to appear on January 18, 2011 before the Borough Council for the reasons set forth below. My client recently received subdivision, site plan and variance relief approval from the Board of Adjustment (Zoning Board). The application concerned certain property located at the intersection of Route 31 North and Gibson Place (the Property). The Property was improved by existing commercial (automobile repair) and residential uses (single family residence). The applicant proposed to expand the commercial building for the purpose of a retail liquor store and to retain the single family residence (on a separate lot created by minor subdivision). I enclose a copy of the layout sheet to orient Council to the Property and improvements thereon and the Zoning Board's Resolution. I enclose a copy of the unsigned Board of Adjustment Resolution. I have not received the signed Resolution at the time of this writing. I understand that you have been in contact with Ann Kilduff regarding this.

I respectfully draw your attention to paragraph 7 of the Findings of Fact on page 3 of the Resolution and paragraph 10 on page 4 of the Resolution wherein the applicant's traffic engineer explains the purpose of certain curbing

Ms. Kristine Blanchard, Borough Clerk  
January 6, 2011  
Page Two

improvements along the right of way of Gibson Place (essentially to define the driveway). The applicant acknowledged that Council would need to approve the curbing improvements and their maintenance (they are landscaped). Zoning Board Engineer Gleba stated that he would "highly recommend to the Municipal Engineer that the plans discussed be an acceptable solution as they are consistent with the ordinance." Please see paragraph 27 on page 9 of the Resolution. Mr. Gleba also recommended that the applicant afford the Borough with title 39 jurisdiction to allow enforcement of traffic regulations by the police. The applicant agreed. Please refer to paragraph 38 on page 12 of the Resolution.

The Zoning Board Resolution approving the Minor Site Plan was conditioned on:

"(k) Applicant shall obtain formal Borough Council approval of the placement of the improvements within the right of way of area of Gibson Place."

"(o) Applicant shall afford the Borough with Title 39 jurisdiction over both properties to afford the Borough with police enforcement over all traffic regulations to the satisfaction of the Board's professionals."

My client respectfully requests that the Borough Council entertain his request for Council approval of items (k) and (o) at the January 18, 2011 Council meeting.

If you have any questions, please call me. Thank you.

Sincerely,



Alan V. Lowcher

AYL:ayl

Enclosures

Cc: William Gleba, PE, PP, AICP, CME (835-9909)  
Paul Glietz, PP (732-741-2929)  
Steven P. Gruenberg, Esquire (788-1958)  
Biggs Engineering Associates, PA (689-7609)  
P&P of Washington, LLC (Hand Delivery)

Application #: 2010:8

Approved: \_\_\_\_\_

**BOROUGH OF WASHINGTON  
BOARD OF ADJUSTMENT**

**FINDINGS OF FACT, CONCLUSIONS AND RESOLUTION  
REGARDING THE APPLICATION OF  
PRAFUL PATEL/P&P LIQUOURS  
FOR USE VARIANCE, "C" VARIANCE, PRELIMINARY AND FINAL SITE PLAN  
AND MINOR SUBDIVISION APPROVAL FOR BLOCK 56, LOT 1  
(66 ROUTE 31 NORTH)**

The Board of Adjustment of the Borough of Washington, in the County of Warren and State of New Jersey, upon motion of \_\_\_\_\_, seconded by \_\_\_\_\_, adopts the following findings of fact, conclusions and resolution:

**Findings of Fact:**

1. Applicant, **PRAFUL PATEL/P&P LIQUOURS**, brings this application for Preliminary and Final Site Plan, Use Variance and "C" Variance Approval.

2. The application was entertained for completeness purposes on June 22, 2010. It was noted that the attorney for the applicant, Alan Lowcher, Esq. sent correspondence today stating that he and his client will not be attending tonight's meeting and take no exception to the application being deemed incomplete in light of Mr. Gleba's completeness review correspondence.

A motion was made by Post, seconded by Mangiacotti, deeming the application incomplete.

Roll Call: Durfee, Mangiacotti, Post and Eller –Ayes: 4, Nays: 0, Abstained: 0 The motion carried.

Although the applicant had provided Notice of Hearing for the June meeting, the applicant did so at their own risk and since the application was deemed incomplete, the applicant will be required to provide proof of service in the future. Providing Notice for the next meeting would be done at the applicant's own risk.

3. On August 24, 2010, the applicant appeared for completeness determination and possible hearing. The applicant was represented by Stuart Ours, Esquire. Mr. Gleba stated that page 3 of his completeness review lists the completeness items needed but he believed that they can be handled by testimony or through the public hearing process. He recommended the Board deem the application complete with waivers. Any information could be provided in written format if the Board is not satisfied with the testimony.

A motion was made by Post, seconded by Truman, granting waivers set by Mr. Gleba and therefore deem the application complete.

Roll Call: Durfee, Mangiacotti, Post, Truman and Vitalos – Ayes: 5, Nays: 0,  
Abstained: 0

The motion carried.

4. The applicant presented with adequate proof of service and publication of the Notice of Hearing and the Board was found to have jurisdiction to proceed with the hearing on the application.

5. The proposal seeks to expand an existing commercial building for the purpose of a retail liquor store. On the lot in question there are presently two structures, a single family residence and the commercial structure. The application seeks to expand the commercial

structure to include office space, retail sales and a walk in refrigerated unit. Many of the improvements have already been installed. The property is located at the intersection of Gibson Place and Route 31 North.

6. The applicant sought Zoning Clearance from the Borough's Zoning Officer. In the Zoning officer's Refusal of Permit, the request was denied for non-compliance with the provisions of Section(s) 94-30B and 73.3 of the Municipal Zoning ordinance for the following reasons: "Site plan approval is required for all development when site plan exempt is not met and no lot shall have more than one principle use on it".

7. Testimony was received from Gary Dean, P.E. and P.P. Mr. Dean was accepted by the Board as an expert in the fields of Traffic Engineering and Planning. Mr. Dean made reference to the minor site plan dated August 12, 2010 and described the site and the proposed traffic pattern. The two-way driveway to Route 31 will be retained. There is a wide open area of black top that extends into Gibson Place. The plan is to construct curbing improvements along the right of way of Gibson Place so that the driveway is defined. On the northerly side of the building, the applicant will retain four parking spaces used for employees and/or a loading area. The spaces will be striped and delineated. A pre-existing non-conforming residence remains on the property. The zone line is located immediately adjacent to the property on Adams Street. The residence is located in the commercial zone. The proposal is to continue to maintain the structure for residential use. The continued existence of the residential use acts as buffer between current residential uses in the Residential Zone and the proposed liquor store. The Character of the neighborhood would be maintained.

8. The commercial building's use is changed from car repair to a liquor store which will generate more traffic. Mr. Dean provided traffic testimony that the evening peak hour of

traffic generation will be approximately 20-25 vehicles per hour. This increase in traffic does not generate any concerns with the Department of Transportation. The applicant will solicit confirmation with the NJ DOT that the change of use is provided for under the existing permit.

9. The residence consists of two apartments that are fully occupied. The applicant owns the property, Block 56, Lot 2 to the south as well. There is approximately seven feet between the residential structure and the proposed improvement to the commercial building. Concerns were raised by the Board's professionals regarding the need for two use variances, one of which may be eliminated by performing a minor subdivision of the lot. The applicant agreed to research the issue and discuss with the Board's professionals. The applicant elected to defer Planning testimony until that time.

10. Gibson Place is a mapped street and has an unusually wide right of way. The roadway is 60 feet wide. The Residential Site Improvement Standards for this type of roadway would be 50 feet wide. The proposal calls for the installation of a stop sign and curbing into the road right of way to create definition. This proposal and encroachment will require the approval of the Borough. The proposed changes will make Gibson Place appear more of a typical residential street.

11. With respect to parking issues, and the proposed encroachment into Gibson Place, Mr. Dean stated that he will mark out the site and asked the Board to visit before the next meeting. The applicant is required to have 14 parking spots; 15 are proposed. Mr. Gleba stated he would like to hear more about the operations to determine the parking situation. Concerns were raised by Board members and Mr. Gleba regarding the extent of the encroachment into Gibson Place.

12. The public was invited to ask questions of Mr. Dean. Evelyn Morris asked questions regarding traffic patterns, business operations and the permitted uses on site. Mr. Dean testified that the applicant is retaining the driveway which is consistent with businesses along Route 31. An effort will be made to defer most of the traffic from Gibson Place. There is good sight distance available. Questions were raised regarding snow removal plans and the effect on parking spaces. Mr. Dean will consult with the applicant, but feels snow will be placed on the south side of the property.

13. Testimony was next received from Jesse Symonds, P.E., who was accepted by the Board as an expert Engineer. Mr. Symonds stated he prepared the site plan. There are two existing lights and he was asked by Mr. Gleba to conduct a night light test. No further lighting is proposed with the exception of lights over doorways unless the Board or engineer requires it. They are proposing a free standing pole mounted sign in between the two lights along Route 31 which was previously approved by the Zoning Officer. Mr. Gleitz stated that the lights should be shielded, to which the applicant agreed. Questions regarding the lighting of the sign were raised and deferred to the next meeting. Mr. Gleitz stated two parking spaces do not have curb stops. Large delivery trucks could be accommodated. He is concerned with the three employee spots and two customer spots perpendicular to them. There is the potential cars will pull up too close and hit the other car. The applicant agreed to provide removable bollards in place of curb stops in order to protect the parked cars, but permit deliveries when needed. The Board Planner made recommendations regarding proposed landscaping including foundation planting under the signs to soften the front. Mr. Symonds stated site drainage will continue as is.

14. The matter was opened to the public for questions of Mr. Symonds. Evelyn Morris questioned the policies of the buffer between the residential and commercial zones. Mr.

Symonds stated the property doesn't abut a residential zone. Mr. Gleitz stated Section 94-40 is not applicable to this application. Section 99-53C states parking spaces need to be buffered from residential. Currently there is no buffer on the south side and the applicant may not be able to meet this requirement and therefore be in need of a waiver. Space also needs to be maintained for maintenance of the outside of the building.

15. The matter was continued to the September 28, 2010 meeting with no further notice being required. The appropriate announcement was given to the public.

16. On September 28, 2010, the Board was advised that the applicant's professionals had met with the Board's professionals and have agreed to amend the application to include a request for a minor subdivision so as to eliminate the need for a use variance. The public hearing was continued to October 26, 2010 at 8:00 pm with no further notice being required. The appropriate announcement was made to the public.

17. On October 26, 2010, the hearing of this matter continued. Chairman Eller noted for the record he had listened to the recording of the August meeting and therefore will be able to cast a vote. The applicant was represented by Alan Lowcher, Esq. The applicant's professionals have been meeting with the Board's professionals and a sub-division was discussed in order to eliminate the need for variances for non-conforming use and two principal uses. The proposal now calls for remainder Lot 1 to consist of the liquor store and proposed Lot 1.01 to consist of the residential use. The applicant takes no exception to the comments contained in both the Board Engineer review correspondence and Board Planner review correspondence.

18. Mr. Symonds was again called as a witness. Mr. Symonds gave an overview of the project and discussed Sheet 1 where the statement of operations was added. This was marked as Exhibit A-1. Sheet 2 showed the pavement/cartway width of Gibson Place will

become 40' wide. The street had been marked and there would not be any changes to the sidewalk or section of the road in front of the residence. Mr. Symonds continued saying there would be grass planted in the islands and planters added around the sign as suggested by Mr. Gleba. Sheet 3 will be modified to show that the pole sign will be 48' x 60' and 5' off the right of way line. The sign will be approximately 12' from the curbing and will incorporate the 2 existing lights. The wall mounted sign above the entrance door will be 48" by 96". A "No Left Turn" sign will be added at the Route 31 egress. Removable bollards will be added and removed for delivery trucks. The loading area is approximately 20.3' deep. Two paved parking spaces will be provided for the residence within the proposed Lot 1.01.

19. Concerns were raised by board members regarding the distance between the two buildings and where the measurements were taken from between the two buildings as shown on the site plan. Mr. Symonds stated the measurements were taken from exterior wall to exterior wall. Chairman Eller noted a one foot overhang shortens the distance. Therefore, the drip line is one foot closer than what the plans reflect.

20. The Board's Planner, Mr. Tolischus noted that the sign will comply should be dimensioned on the plan. Mr. Symonds agreed.

21. As to lighting, the two existing lights will be supplemented as necessary with shielded lights on the building. A night light test will be performed. There will be no lights placed on the south side of the building. Both the pole mounted free standing sign and wall signs will be internally lit. Mr. Lowcher will submit findings of the night light test and make any necessary adjustments.

22. Snow removal was a concern for the Board. Mr. Symonds stated that snow will be pushed onto the adjacent lot which the applicant also owns. An Easement area is being

provided. Concerns were raised regarding the impact on the lawn area. Mr. Lowcher noted the snow removal is no different than how it has been handled for years.

23. Mr. Gleba confirmed that the signs will be internally lit with a yellow background and black lettering. A color copy will be provided for Mr. Gleba's file and the Board's file. Mr. Gleba stated that he spoke with Mr. Sniffen and addressed items regarding the subdivision. Mr. Sniffen will be accommodating Mr. Gleba's requests. Mr. Gleba noted the easement on Lot 2 will be extended 10' further to the east. Mr. Gleba feels the additional area for snow removal will be better than it was before. Chairman Eller suggested grass pavers to allow the plow truck easier access to the area. Mr. Lowcher agreed to provide.

24. Mr. Tolischus stated Mr. Gleitz had strongly suggested the planter area be more than what is proposed. He would like that area revised and reviewed by his office. In regards to the island buffer, he suggested mulch and low landscaping rather than grass that needs to be mowed. The applicant agreed to this request.

25. The matter was opened to the public for questions. No one in the public presented with any questions for Mr. Symonds.

26. Testimony was again presented by Gary Dean, P.E., P.P. Mr. Dean addressed the loading situation and stated that the two removable bollards will be in place. Trucks will enter from Route 31 and park parallel to Gibson Place. They can unload from the side or rear of the truck. Trucks will not be on the road when unloading. Spaces are being designated as employee parking. Mr. Dean provided photos taken within the past month of the view looking from the northwest corner of the building at Route 31. These photos were marked Exhibit A-2.

27. The applicant confirmed that the governing body will need to approve the buffers and their maintenance. Mr. Gleba stated he would highly recommend to the Municipal Engineer that the plans discussed be an acceptable solution as they are consistent with the ordinance.

28. Mr. Dean provided planning testimony in support of the variance relief requested. He testified that the commercial structure is a permitted use in the zone. The continuation of the residential structure is not a permitted use in the zone. By performing a minor subdivision, the applicant is making the property “more conforming” by placing each principal use on its own lot. The continuation of two principal uses on one lot is not permitted in the zone and would have required a separate use variance.

29. The creation of a reduced sized lot for a residential use requires a “d1” use variance. This creates the need for a use variance as an undue hardship and pre-existing use on the property. By keeping the house, it provides a buffer from the commercial use to the residential use for other homes in the area. Mr. Dean stated the subdivision promotes a desirable visual environment as well as good civic design and arrangement. It promotes sufficient space for a variety of uses. He feels it meets the requirements for granting a use variance.

30. Mr. Dean testified that there are special reasons for granting the use variance relief to permit the continuation of the residential use on a reduced sized lot. First, there would be an undue hardship if the relief was not granted. The residential use is a pre-existing use on the property. By performing the minor subdivision, the applicant is making the situation more conforming by placing each principal use on its own lot. There is active residential use on the property and the only alternative if relief is not granted is to either make the use commercial or to tear down the home.

31. Mr. Dean testified that two purposes of the Municipal Land Use Law would be advanced by granting the use variance relief requested. By creating separate lots, the proposal resolves the problem of two principal uses (one of which is non conforming) on the same lot. By granting the relief requested Mr. Dean opined that the following two purposes of the Municipal Land Use Law would be advanced:

**g) To provide sufficient space in appropriate locations for a variety of agricultural, residential, recreational, commercial and industrial uses and open space, both public and private, according to their respective environmental requirements in order to meet the needs of all New Jersey citizens; and**

**i) To promote a desirable visual environment through creative development techniques and good civic design and arrangement;**

Accordingly, Mr. Dean testified that this proposal for the non conforming residential use satisfies the positive criteria for the granting of a “d1” use variance as the special reasons criteria has been satisfied.

32. Mr. Dean also testified that the negative criteria (that the variance can be granted without substantial detriment to the public good and won’t substantially impair the intent and purpose of the zone plan and zoning ordinance) has been satisfied by an enhanced quality of proof. Both properties, and the adjacent property to the south are owned and controlled by the applicant. By maintaining the present residential use, a transition and buffer from the business use to the neighboring residential uses in the Residential zone will be provided. All uses are essentially existing and the non-conformity (ie. residential use in a business zone) is not technically expanded or enlarged by this proposal. To the contrary, the applicant is making the uses “more conforming” by placing each use on its own separate lot.

33. The proposal also requires variances for the conditions of front yard setback of 25 feet. The front yard setback for the commercial building is 19.31' for the commercial building and 17.62' for the residential building. These locations are pre-existing and the buildings would need to be knocked down in order to comply with the zoning ordinance. The expansion of the commercial building along the building does require a variance from the front yard setback, but the site is extremely narrow and the location of the existing structure makes strict compliance with the ordinance impossible.

34. With respect to parking issues, the Board's Planner, Mr. Tolischus noted that 20 parking spaces are necessary. The plans are one space short. Mr. Symonds argued that the east side of the building is refrigerated coolers and not to be considered in determining parking spaces. Both Mr. Gruenberg and Mr. Tolischus agreed that the word "cooling" in the ordinance refers to heating, cooling and mechanical pieces, not refrigerated storage rooms. Therefore, 20 parking spaces are required and the plans show four less spaces. Mr. Dean suggested removing some of the landscaping to create one more space, but feels the landscape is necessary to provide a buffer between the house and store. There will be no dumpster on site and material will be kept internally. Mr. Dean testified that there is a clear line of visibility for entering and exiting the property.

35. Mr. Dean provided detailed testimony regarding the ability of delivery trucks to access the site and exit in a safe manner. In reply to the Board's concerns, the applicant agreed to place signage on site at the egress to Gibson Place to prohibit trucks from making a right from the parking lot area into the residential area.

36. The matter was opened to the public for questions of Mr. Dean. No member of the public raised any questions.

37. The matter was opened to the public for testimony and participation in the public hearing. No member of the public testified in favor or opposition to the application.

38. Testimony was next received from Praful Patel. Mr. Patel testified that the color of the commercial building will be done in neutral colors. The windows will be clear glass with LED signs in the windows. The building will meet all conditions set forth by Mr. Gleba's October 22<sup>nd</sup> report, which was marked Exhibit B-1 and Mr. Gleitz's October 22<sup>nd</sup> report, which was marked Exhibit B-2. The applicant also agreed with the posting on the Route 31 egress with "No Left Turn" sign and affording the Borough with Title 39 jurisdiction to allow enforcement by police. The requirement of the non-residential development fee will need to be taken care of. The sewer charges will also need to be established.

39. Concerns were raised by Board members regarding the close location of the residence to the liquor store. The applicant agreed to relocate the landscaping and erect a six foot high board on board fence from the property line to the building to disallow access from building to building. The applicant also agreed to relocate the proposed loading area to the east.

40. A motion was made by Mangiacotti, seconded by Truman, to close the public portion of the meeting.

Roll Call: Durfee, Mangiacotti, Post, Truman, Vitalos and Eller –

Ayes: 6, Nays: 0, Abstained: 0

Motion carried.

41. A motion was made by Truman, seconded by Vitalos, to approve the use variance to permit the continuation of the residential use on a reduced lot size subject to site plan and subdivision approval with conditions and bulk variance approval.

Roll Call: Durfee, Mangiacotti, Post, Truman and Vitalos –  
Ayes: 6, Nays: 0, Abstained: 0

Motion carried.

42. A motion was made by Vitalos, seconded by Truman, to grant bulk variances to allow a front yard setback of 19.31' for Lot 1 on Gibson Place and a front yard setback of 17.62' for Lot 1.01 on Adams Street

Roll Call: Durfee, Mangiacotti, Post, Truman and Vitalos –  
Ayes: 5, Nays: 1 (Eller), Abstained: 0

Motion carried

43. A motion was made by Vitalos, seconded by Truman, to grant preliminary and final site plan approval with the design waivers subject to conditions.

Roll Call: Durfee, Mangiacotti, Post, Truman and Vitalos –  
Ayes: 5, Nays: 1 (Eller), Abstained: 0

Motion carried

44. A motion was made by Truman, seconded by Mangiacotti, to grant the minor subdivision with conditions.

Roll Call: Durfee, Mangiacotti, Post, Truman and Vitalos –  
Ayes: 5, Nays: 1 (Eller), Abstained: 0

Motion carried

**CONCLUSIONS:**

1. The Board finds that there are special reasons justifying the granting of the use variance to permit the continuation of the residential use in the commercial zone on a reduced lot size.

2. The Board was favorably impressed with the testimony of the applicant's Planner, Gary Dean. It was clear to the Board that the purposes of the Municipal Land Use Law would be advanced by the deviation from the ordinance. By agreeing to the minor subdivision, the applicant presented the board with an improved planning alternative more in conformity with the zone. The property presently is non-conforming with separate business and residential uses in separate structures on the same lot. By placing each use on its own lot, the properties become more conforming without a further expansion of the non conforming residential use. The Board agreed with the applicant's planner's testimony that the following purposes of the Municipal Land Use Law would accordingly be advanced:

**g) To provide sufficient space in appropriate locations for a variety of agricultural, residential, recreational, commercial and industrial uses and open space, both public and private, according to their respective environmental requirements in order to meet the needs of all New Jersey citizens; and**

**i) To promote a desirable visual environment through creative development techniques and good civic design and arrangement;**

3. The Board also finds that the applicant has met its burden by an enhanced quality of proof that the use variance sought is would not result in substantial detriment to the public good and will not substantially impair the intent and purpose of the Zone Plan and Zoning Ordinance. Clearly, the residential use is pre-existing and its continuation provides a residential buffer of the business use and highway from the existing residential zone immediately adjacent

to the property along Adams Street. The Board agreed with the testimony of the applicant's witnesses that the intent and purpose of the zone plan and zoning ordinance would be further advanced by the granting of the variance by placing each existing individual use on its own lot.

4. The applicant has established the necessary "positive" and "negative" criteria for the granting of the requested variances to permit a front yard setback of 19.31' for Lot 1 on Gibson Place and a front yard setback of 17.62' for Lot 1.01 on Adams Street pursuant to N.J.S.A. 40:55D-70(c)(1). The Board found that an undue hardship would result if the setback ordinance was strictly enforced due to the location of the existing structures, shape, and shallowness of the lot in question. Moreover, the applicant has established that the variances can be granted without substantial detriment to the public good and will not substantially impair the intent and purpose of the zone plan and zoning ordinance since the expansion is not further exacerbating the setback requirements.

5. The Board finds that the applicant is entitled to Minor Subdivision approval having granted the variance and use variance relief as set forth above.

6. The Board also finds that the applicant is entitled to Preliminary and Final Site Plan approval with design waivers as to parking and buffering subject to conditions. The applicant has demonstrated that the waivers are necessary as strict enforcement of the standards would result in impractical difficulties to the applicant since the site is essentially pre-existing and is being improved by the proposal. The proposal will result in a more proper delineation of the drive and parking area and provide a safer means of ingress and egress than what presently exists.

**Resolution:**

**RESOLVED**, that the Applicant, **PRAFUL PATEL/P&P LIQUOURS** is granted a use variance pursuant to N.J.S.A. 40:55D-70(d) (1) to permit the continuation of the residential use on newly formed Lot 1.01 subject to the granting of the relief and satisfaction of the conditions below;

**RESOLVED**, that the Applicant is granted the front yard variance relief as set forth above subject to the granting of the relief and satisfaction of the conditions below;

**RESOLVED**, that the Applicant is hereby granted the parking and buffering waivers to permit 16 parking spaces in lieu of the 20 required subject to the granting of the relief and satisfaction of the conditions below;

**RESOLVED**, that the Applicant is hereby granted Minor Subdivision Approval subject to the granting of the relief and satisfaction of the conditions below;

**RESOLVED**, that the Applicant is granted Minor Site Plan Approval subject to the following conditions:

- (a) Applicant shall obtain any and all other necessary governmental approvals
- (b) Applicant shall obtain confirmation from the NJ DOT that the change of use is covered under the existing permit to the satisfaction of the Board's Engineer.
- (c) Applicant shall perform a night light test to the satisfaction of the Board's Engineer prior to the issuance of a Certificate of Occupancy. The Board retains jurisdiction over all lighting issues.
- (d) All building mounted lighting shall be shielded to the satisfaction of the Board's Engineer.
- (e) There shall be no lighting placed on the south side of the building.
- (f) The plans shall be modified to note the location of the pole mounted free standing sign to be five feet off of the right of way.

- (g) All deliveries, loading and unloading shall take place on the property only and not within the right of way of Gibson Place or Route 31.
- (h) Applicant shall supply deeds perfecting the minor subdivision and establishing the easement areas to the satisfaction of the Board's professionals.
- (i) Applicant shall place grass pavers within the area of the easement utilized for storage of snow.
- (j) Applicant shall submit a revised landscape plan to the satisfaction of the Board Planner.
- (k) Applicant shall obtain formal Borough Council approval of the placement of the improvements within the right of way area of Gibson Place.
- (l) Applicant shall provide for Signage to instruct trucks that there is no right turn onto Gibson Place from the site to the satisfaction of the Board Engineer and Planner.
- (m) Applicant shall place a six foot high board on board fence attached to the northeast corner of the building the Gibson Place right of way and relocate the landscaping to the satisfaction of the Board Engineer and Board Planner.
- (n) Applicant shall relocate the loading zone further east and reconfigure the parking spaces accordingly to the satisfaction of the Board Engineer and Board Planner.
- (o) Applicant shall afford the Borough with Title 39 jurisdiction over both properties to afford the Borough with police enforcement over all traffic regulations to the satisfaction of the Board's professionals.
- (p) Applicant shall be responsible for the non-residential development impact fee and sewer charges in compliance with Chapter 70.
- (q) Applicant shall adjust the door swing opening of the door leading to the loading area.
- (r) Applicant shall place "No Left Turn" signage for traffic entering Route 31 from the site to the satisfaction of the Board Engineer and Board Planner.
- (s) Applicant is granted a design waiver to provide 16 parking spaces in lieu of the 15 proposed and 20 required under the ordinance.
- (t) Applicant shall comply with the reports of the Board's Engineer and Planner marked as exhibits B-1 and B-2.

BOROUGH OF WASHINGTON  
BOARD OF ADJUSTMENT  
APPLICATION #2010:8

SECRETARY: Ann Kilduff

APPROVAL DATE: \_\_\_\_\_

BLOCK: 56 LOT: 1

VOTE:

Ayes:

Nays:

I certify that this is a true copy of a resolution adopted by the Board of Adjustment of the Borough of Washington, Warren County, on November 23, 2010, to memorialize the Board's action on October 26, 2010.

\_\_\_\_\_  
ANN KILDUFF, Secretary

RESOLUTION #35-2011

A RESOLUTION AUTHORIZING A REFUND OF  
SITE PLAN APPLICATION FEE TO  
WARREN COUNTY HABITAT FOR HUMANITY

WHEREAS, Karen Hillyer, President of Warren County Habitat for Humanity, 31 Belvidere Avenue, Washington, NJ 07882 has requested the return of the site plan application fee deposited into the Current Fund in the amount of \$150.00; and

WHEREAS, the Planning Board authorized the refund of the site plan application fee and remaining escrow account monies at their meeting of May 10, 2010.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Municipal Treasurer is hereby authorized to issue a check to Warren County Habitat for Humanity in the amount of \$150.00, to be charged to Refund of Revenue – Acct. #1-01-55-274-000-000 in the Current Fund to refund the site plan application fee.

The above resolution was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, voted and carried this 18th day of January, 2011.

Roll Call:

Ayes:           Nays:

\_\_\_\_\_  
Kristine D. Blanchard, R.M.C.  
Borough Clerk

cc: Barbara Van Why, Admin. Clerk

WASHINGTON BOROUGH PLANNING BOARD  
MEETING OF May 10, 2010  
PAGE 2

Regency soil movement application: adjourned to June 14, 2010, as requested by applicant.

Washington Square – completeness:

Larry Cohen represented the applicant. Applicant is converting current age restricted to regular market units. Law passed in 2009 to allow for this change. Plan changed to 78 units with 20 affordable housing on site. Attorney Gruenberg stated that the law permits applicants to convert to non-age restricted regardless of zoning. Must meet criteria of law.

Review letter dated 5/10/10 is discussed. There was a change in recreation facilities to meet the type of market units. Floor plans requested to be waived for completeness only. RSIS parking requirements per floor plans to support.

Bill Gleba stated that pg 4, b(1) needs documentation. Mr. Cohen stated that they will supply additional copies to the Board. Ray Rice stated that he will supply the engineer the prior plans that were approved. Will give COAH and new unit footprints. Andrew Turner stated that Toll Bros should have a copy of the construction plans if needed.

B (2) – recreation improvements – Susan Gruel asked for a more detailed narrative

B(3) – water supply system – original DEP permit calculated water demand for five

B(4) – sanitary sewer system – needs document allowing additional flow requirements. Mr. Rice stated that he spoke to the plant manager and was directed to the Borough Manager. A letter was sent but he is still waiting for a response. Mr. Cohen noted that they will have to reduce the number of units if they cannot get additional usage. Bill Gleba stated that it is in the best interest of the Board to have approval upfront. Chair VanDeursen suggested that the applicant should get some type of memo from the manager that verifies request for usage.

Page 6:

#2 – amended environmental impact statement – will provide current

#3 – one street name being changed

Mr. Cohen stated that they will provide an overlay to show what has been deleted. Susan Gruel stated that the fiscal impact statement will need to be revised. Mr. Cohen asked that if the application is not deemed complete tonight, can the applicant come to the 6/14/10 meeting for completeness and public hearing. Mr. Gruenberg noted that the applicant is asking the Board to vote on waivers requested. Mr. Gruenberg recommends the Board deem the application incomplete and schedule for completeness and public hearing for the next meeting and grant waivers on checklist. Bill Gleba recommends applicant meet with him in one week's time to see what is needed. Therefore it was moved by Aron, seconded by Jewell to deem incomplete and schedule completeness and public hearing for next meeting.

ROLL CALL: Post, Aron, Turner,  
Jewell, VanDeursen  
Ayes: 5; Nays: 0; Abstentions: 0  
Motion carried.

X Habitat for Humanity:

John Rolak represented the applicant. Requesting waiver of the soil erosion and sediment control plan. Also requested waiver of fees due to their non-profit status. Bill Gleba stated that they are moving under 5000 sq ft and would be exempt. Is satisfied that they meet the exemption. Recommends a resolution for waiver. Therefore it was moved by Post, seconded by Turner to approved exemption from SESC and refund application and escrow fees.

ROLL CALL: Post, Aron, Turner,  
Jewell, VanDeursen  
Ayes: 5; Nays: 0; Abstentions: 0  
Motion carried.



WASHINGTON BOROUGH PLANNING BOARD  
MEETING OF May 10, 2010  
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ROLL CALL: Post, Aron, Turner,  
Jewell, VanDeursen  
Ayes: 5; Nays: 0; Abstentions: 0  
Motion carried.

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ROLL CALL: Post, Aron, Turner,  
Jewell, VanDeursen  
Ayes: 5; Nays: 0; Abstentions: 0  
Motion carried.

**RESOLUTION 36-2011**

**RECREATION COMMITTEE**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan "E" of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor of the Borough is to appoint the members of the Recreation Committee with the consent of the Borough Council; and

**WHEREAS**, the Mayor has designated the following person his appointee;

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the Recreation Committee for a term ending **1/01/2015**

Michael Nachbaur

---

Kristine Blanchard, RMC  
Borough Clerk

DATE:

**BOROUGH OF WASHINGTON  
COUNTY OF WARREN, STATE OF NEW JERSEY  
CITIZEN INVOLVEMENT APPLICATION**

All citizens of the Borough of Washington interested in having their names considered for appointment, by the Borough Council, at such time as a vacancy occurs, on any committee where appointments are made by the Council or on any special committee created by the Council, should fill out this application and return it to the Borough Manager, 100 Belvidere Ave., Washington, New Jersey 07882 . Please note that fields below marked with \*\* are required.

NAME: \*\*  TELEPHONE: Home \*\*   
ADDRESS \*\*  Business   
E-MAIL:

How long have you resided in Washington Borough  Years  Months

Educational level obtained (check one)

- |   |  |
|---|--|
| <input type="checkbox"/> High School Diploma        | <input type="checkbox"/> Some college      |
| <input type="checkbox"/> Associate Degree           | <input type="checkbox"/> Bachelor's Degree |
| <input checked="" type="checkbox"/> Master's Degree | <input type="checkbox"/> Doctorate Degree  |

Educational Specialty or Field of Employment

**Experience:** Company Position Held Years of Service

**Civic Involvement:**

Organization Position Held Years of Service

**Areas of Particular Interest in Local Government:** (Check one or more)

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Planning & Land Use Control | <input type="checkbox"/> Finance               | <input checked="" type="checkbox"/> Recreation |
| <input type="checkbox"/> Education                   | <input type="checkbox"/> Fire                  | <input type="checkbox"/> Public Works          |
| <input type="checkbox"/> Solid Waste                 | <input type="checkbox"/> Energy Conservation   | <input type="checkbox"/> Public Safety         |
| <input type="checkbox"/> Emergency Medical Assoc.    | <input type="checkbox"/> Community Development |  |
| <input type="checkbox"/> Sewers & Storm Drains       | <input type="checkbox"/> General Government    | <input type="checkbox"/> Communications        |

**Additional Information:**

**[Click here to save your application and send to the Borough](#)**

**RESOLUTION 37-2011**

**RECREATION COMMITTEE**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is governed by Plan "E" of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor of the Borough is to appoint the members of the Recreation Committee with the consent of the Borough Council; and

**WHEREAS**, the Mayor has designated the following person his appointee;

**WHEREAS**, The Council does approve of this appointment.

**NOW, THEREFORE, BE IT RESOLVED**, that the following named person is appointed to the Recreation Committee for a term ending **1/01/2015**

Maria Martinez

---

Kristine Blanchard, RMC  
Borough Clerk

## Kristine Blanchard

---

**From:** salmari02@yahoo.com  
**Sent:** Sunday, August 29, 2010 9:54 PM  
**To:** kblanchard@washingtonboro-nj.org  
**Subject:** Borough Volunteer Application

Visitor's IP: 74.102.129.28

The following information was snet using the Borough online volunteer form - F003

Name: maria martinez  
Phone Home: 9086891052  
Phone Business:  
Address: 24 alvin sloan ave

E Mail Address: salmari02@yahoo.com  
Confirm E MailAddress: salmari02@yahoo.com

Resided Years: 6  
Resided Months: 8  
Educational Level: High School Diploma  
Employment or Educational Speciality: Bookkeeping  
Experience Position held and Years of : Cornerstone physical therapy, bookkeeper/hr  
administrator/6 yrs Civic Organizationa:

### Areas of Interest

Planning:  
Finance: I am interested in this area  
Recreation: I am interested in this area  
Education:  
Fire:  
Public Works:  
Solid Waste:  
Energy Conservation:  
Public Safety:  
Emergency Medical:  
Community Development:  
Communications:  
Sewers and Storm Drains:  
General Government:

**RESOLUTION 38-2011**

**PLANNING BOARD – EMPLOYEE MEMBER**

**CLASS II MEMBER**

**WHEREAS**, the Borough of Washington, Warren County, New Jersey is now governed by Plan “E” of Municipal Charter Law; and

**WHEREAS**, under this plan the Mayor is directed and authorized to appoint certain members of the Planning Board.

**BE IT RESOLVED**, that a Borough Official, **Class II Member** hereby is appointed to serve.

Mike Stone

Term to expire on **January 1, 2012**.

The above Declaration was an appointment made by the Mayor with Council consent.

The above Resolution was moved by \_\_\_\_\_, Seconded by, \_\_\_\_\_ voted and carried this 18th day of January 2011.

Roll Call:     Ayes:  
                  Nays:  
                  Abstained:

---

Kristine Blanchard, RMC  
Borough Clerk

CC:  
    Planning Board  
    Appointee







BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

01/13/11  
14:53:19

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	11-00021 01/07/11 Hoffman prof eng serv 12/10										
	1 Hoffman prof eng serv 12/10	T-13-00-686-000-000	990.00	T-13-00-686-000-000	B ESTATE OF DORIS HOFFMAN C/O NANCY NOEL	A	01/07/11	01/13/11	18062	18062	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	11-00022 01/07/11 Hoffman site plan eng 11/10										
	1 Hoffman site plan eng 11/10	T-13-00-686-000-000	225.00	T-13-00-686-000-000	B ESTATE OF DORIS HOFFMAN C/O NANCY NOEL	A	01/07/11	01/13/11	17990	17990	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	11-00025 01/07/11 Park Hill eng ser nov/dec 2010										
	1 Park Hill eng ser nov/dec 2010	T-13-00-675-000-000	201.25	T-13-00-675-000-000	B PARK HILL APARTMENTS	A	01/07/11	01/13/11	18060	18060	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	11-00026 01/07/11 Quick Check eng serv 12/2010										
	1 Quick Check eng serv 12/2010	T-13-00-681-000-000	172.50	T-13-00-681-000-000	B QUICK CHEK CORPORATION	A	01/07/11	01/13/11	18064	18064	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	11-00027 01/07/11 Jade Acq eng serv nov/dec 2010										
	1 Jade Acq eng serv nov/dec 2010	T-13-00-683-000-000	887.50	T-13-00-683-000-000	B JADE ACQUISITION LLC-SITE PLAN	A	01/07/11	01/13/11	18063	18063	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	11-00031 01/07/11 Jade Acq eng serv 11/2010										
	1 Jade Acq eng serv 11/2010	T-13-00-683-000-000	2,158.75	T-13-00-683-000-000	B JADE ACQUISITION LLC-SITE PLAN	A	01/07/11	01/13/11	17991	17991	N
	Tracking Id: 2780 Professional services - Engineering (Exempt)										
	Vendor Total:		4,692.50								
	RYMON FRANK RYMON & SONS, INC.										
	10-00234 03/05/10 GENERAL SUPPLIES										
	4 FIVE 1/2 STANDARD COUPLINGS	B	148.25	0-01-26-290-000-058	B STREETS & ROADS Other Equip & Supplies	A	03/05/10	01/12/11	IV66357	IV66357	N
	Tracking Id: 1210 Equipment Maint & Repair (General) (Non-Exempt)										
	5 RESTRING LEAF BLOWER		17.25	0-01-26-290-000-058	B STREETS & ROADS Other Equip & Supplies	A	03/05/10	01/12/11	IV66431	IV66431	N
	Tracking Id: 1210 Equipment Maint & Repair (General) (Non-Exempt)										
	Vendor Total:		165.50								

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	Invoice	1099
												Excl
	10-01198 11/24/10 AMERICAN WRITERS #21											
	1 AMERICAN WRITER #21		197.60	0-01-55-271-000-000	B State Library Aid	A		11/24/10	01/13/11		17032588	N
	Tracking Id: 510	Books and Other Publications (Non-Exempt)										
	2 SHIPPING		10.00	0-01-55-271-000-000	B State Library Aid	A		11/24/10	01/13/11		17032588	N
	Tracking Id: 510	Books and Other Publications (Non-Exempt)										
			-----									
			207.60									
	Vendor Total:		207.60									
MCCLA	HANK MC CLARY											
11-00063	01/13/11 REFEREE FEES											
1	REFEREE FEES		65.00	T-16-00-858-000-867	B YOUTH BASKETBALL Referees/Umpires	A		01/13/11	01/13/11			N
	Tracking Id: 3272	sports Referee/Umpire Services (Non-Exempt)										
	1/5/11											
	5/6 BOYS											
	BOW V. WASH TWP. (\$30)											
	7/8 BOYS											
	BOW V. WASH TWP. (\$35)											
	Vendor Total:		65.00									
HEYER	HEYER, GRUEL & ASSOCIATES											
10-01027	10/05/10 ESCROW FEES-P&P OF WASHINGTON											
3	ESCROW FEES-P&P OF WASHINGTON		70.00	T-13-00-687-000-000	B P & P OF WASHINGTON LLC	A		10/05/10	01/13/11		30127	N
	Tracking Id: 1380	Escrow (Exempt)										
	SERVICES THROUGH 11/30/10											
	REMAINING BALANCE FROM PO#10-01262											
10-01262	12/15/10 P&P OF WASHINGTON - ESCROW PMT											
5	P&P OF WASHINGTON - ESCROW PMT		65.00	T-13-00-687-000-000	B P & P OF WASHINGTON LLC	A		12/15/10	01/12/11		30127	N
	Tracking Id: 1380	Escrow (Exempt)										
	SERVICES THROUGH 11/30/10											
	PARTIAL PAYMENT SEE PO#10-01027 FOR											
	REMAINING BALANCE											

BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	1 Jade Acq planning serv.11/2010	T-13-00-683-000-000	577.50	T-13-00-683-000-000	B JADE ACQUISITION LLC-SITE PLAN	A	01/07/11	01/13/11	30126		N
	Tracking Id: 2840 Professional Services - Planning (Exempt)										
	11-00029 01/07/11 Jade Acq planning serv 10/2010	T-13-00-683-000-000	902.50	T-13-00-683-000-000	B JADE ACQUISITION LLC-SITE PLAN	A	01/07/11	01/13/11	30076		N
	Tracking Id: 2840 Professional Services - Planning (Exempt)										
	Vendor Total:		1,615.00								
GPU JCP&L	10-01120 10/27/10 SEPT-DEC 2010 ELECTRICITY/LIB	B	829.79	0-01-29-390-000-071	B MUNICIPAL LIBRARY Electricity	A	10/27/10	01/12/11			N
	5 12/4-1/4/11 LIBRARY utilities - Electric (Exempt)										
	Tracking Id: 3611										
	10-01122 10/27/10 AUG-DEC 2010 ELECTRICITY	B	69.37	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	21 11/13-12/15/10 W WASHINGTON utilities - Electric (Exempt)										
	Tracking Id: 3611										
	TRAFFIC LIGHTS										
	22 11/2-12/2/10 RT31 & JEFFERSON	0-01-31-435-000-100	16.91	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	Tracking Id: 3611 utilities - Electric (Exempt)										
	23 11/3-12/3/10 CATELLE COURT	0-01-31-435-000-100	5.25	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	Tracking Id: 3611 utilities - Electric (Exempt)										
	24 11/5-12/3/10 BELVIDERE AVE &	0-01-31-435-000-100	28.99	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	Tracking Id: 3611 utilities - Electric (Exempt)										
	CHURCH STREET										
	25 11/20-12/23/10 BROAD STREET	0-01-31-435-000-100	41.52	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	Tracking Id: 3611 utilities - Electric (Exempt)										
	26 11/30-12/28/10 RT57 & PROSPECT	0-01-31-435-000-100	44.94	0-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/27/10	01/12/11			N
	Tracking Id: 3611 utilities - Electric (Exempt)										
	STREET TRAFFIC LIGHTS										
	-----		206.98								
	10-01124 10/27/10 SEPT-DEC 2010 ELECTRICITY	B	322.52	0-01-31-430-000-299	B ELECTRICITY	A	10/27/10	01/12/11			N
	30 11/13-12/15/10 RT31 BALLFIELD	0-01-31-430-000-299		0-01-31-430-000-299							
	Tracking Id: 3611 utilities - Electric (Exempt)										
	LIGHTS										
	31 11/15-12/3/10 MUNICIPAL BLDG	0-01-31-430-000-299	2,713.56	0-01-31-430-000-299	B ELECTRICITY	A	10/27/10	01/12/11			N





BOROUGH OF WASHINGTON  
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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date	Invoice	1099 Excl
	1 SUPPLIES NEEDED FOR THE METER	33.99 0-01-20-100-000-030			B GENERAL ADMIN Material/Supplies	A	12/06/10 01/13/11		303971	N
	Tracking Id: 2430 Office Supplies (General) (Non-Exempt)									
	E-Z SEAL-SEALING SOLUTION									
	2 SUPPLIES NEEDED FOR THE METER	163.16 0-01-20-100-000-030			B GENERAL ADMIN Material/Supplies	A	12/06/10 01/13/11		303971	N
	Tracking Id: 2430 Office Supplies (General) (Non-Exempt)									
	RED INK CARTRIDGE FOR METER									
	3 SUPPLIES NEEDED FOR THE METER	54.38 0-01-20-100-000-030			B GENERAL ADMIN Material/Supplies	A	12/06/10 01/13/11		303971	N
	Tracking Id: 2430 Office Supplies (General) (Non-Exempt)									
	POSTAGE TAPE STRIPS FOR METER									
	4 SUPPLIES NEEDED FOR THE METER	14.99 0-01-20-100-000-030			B GENERAL ADMIN Material/Supplies	A	12/06/10 01/13/11		303971	N
	Tracking Id: 2430 Office Supplies (General) (Non-Exempt)									
	MOISTENER BRUSH FOR METER									
		-----	266.52							
	Vendor Total:		266.52							
	GIOVANNINO RASQUALE GIOVANNONE									
	11-00050 01/11/11 REFUND VET ALLOWANCE-2010									
	1 R#31-2011 B82 L15 1-18-11	250.00 1-01-55-205-000-000			B Tax Overpayments	A	01/11/11 01/12/11			N
	Tracking Id: 3316 Tax Overpayments Refund (Exempt)									
	REFUND DUE TO VETERAN'S DEDUCTION									
	ALLOWANCE FOR 2010									
	RES#31-2011 FOR 1-18-11 MEETING									
	Vendor Total:		250.00							
	SCHOLL SCHOLL, WHITTLESEY & GRUENBERG									
	11-00023 01/07/11 Park Hill legal serv 11/10									
	1 Park Hill legal serv 11/10	112.00 T-13-00-675-000-000			B PARK HILL APARTMENTS	A	01/07/11 01/13/11		30257	N
	Tracking Id: 2800 Professional Services - Legal (Exempt)									
	11-00030 01/07/11 Jade Acq legal serv 11/2010									
	1 Jade Acq legal serv 11/2010	28.00 T-13-00-683-000-000			B JADE ACQUISITION LLC-SITE PLAN	A	01/07/11 01/13/11		30259	N
	Tracking Id: 2800 Professional Services - Legal (Exempt)									
	Vendor Total:		140.00							

BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

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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 Date	Chk/Void	Invoice	1099	Excl
HEALTH STATE OF NEW JERSEY PENSIONS A	11-00033 01/07/11 Health Benefits-Nov.-due 1/15						P	11311	01/07/11	01/13/11	01331280	N	
	1 NOV. HEALTH BENEFITS-DUE JAN.		13,860.62	1-01-23-220-000-000		B GROUP HEALTH INSURANCE							
	Tracking Id: 2040	Insurance & Insurance Services (Exempt)											
	Vendor Total:		13,860.62										
STEPHGEN STEPHEN GENZALE	11-00065 01/13/11 REFEREE FEES						A		01/13/11	01/13/11		N	
	1 REFEREE FEES		60.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires							
	Tracking Id: 3272	Sports Referee/Umpire Services (Non-Exempt)											
	1/6/11												
	5/6 GIRLS												
	BOW V MANSFIELD (\$30)												
	1/6/11												
	5/6 GRILS												
	BOW V MANSFIELD 2 (\$30)												
	Vendor Total:		60.00										
ALLENS STEVE ALLEN	11-00064 01/13/11 REFEREE FEES						A		01/13/11	01/13/11		N	
	1 REFEREE FEES		30.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires							
	Tracking Id: 3272	Sports Referee/Umpire Services (Non-Exempt)											
	1/5/11												
	5/6 BOYS												
	BOW V OXFORD (\$30)												
	Vendor Total:		30.00										
SUBCON SUBURBAN CONSULTING ENGINEERS	10-00011 01/11/10 2010 MUNICIPAL ENGINEERING SER CO-00006 C						A		01/05/10	01/12/11	15602	N	
	29 12/5-12/31/10 GEN ENGINEERING		1,854.19	0-01-20-165-000-028		B ENGINEERING Contractual SVCS							
	Tracking Id: 2780	Professional Services - Engineering (Exempt)											
	10-00365 04/09/10 2010 STREET OPENINGS						A		04/09/10	01/12/11	15571	N	
	30 STREET OPENING-ELIZABETHTOWN		2,420.00	T-13-00-601-000-000		B Street Opening Deposits							

BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

01/13/11  
14:53:19

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd Date	Enc Date	Chk/Void Date	Invoice	1099 Excl
	Tracking Id: 1380 Escrow (Exempt)										
	GAS SERVICES 12/5/10-12/31/10										
10-00564	06/09/10 PLEASANT VALLEY DAM STUDY		B				06/09/10	01/12/11		15305	N
	8 PLEASANT VALLEY MILL DAM	2,826.90	C-04-99-162-000-000		B Preliminary expenses	A					
	Tracking Id: 2780 Professional Services - Engineering (Exempt)										
	services 11/7/10-11/20/10										
9	PLEASANT VALLEY MILL DAM	2,511.49	C-04-99-162-000-000		B Preliminary expenses	A	06/09/10	01/12/11		15649	N
	Tracking Id: 2780 Professional Services - Engineering (Exempt)										
	SERVICES 11/1/10-12/31/10										
	-----	5,338.39									
10-01272	12/15/10 DPW PRE-CONSTRUCTION&OVERSITE		B				12/15/10	01/12/11		15646	N
	3 DPW PRE-CONSTRUCTION&OVERSITE	1,695.24	0-01-26-290-000-029		B STREETS & ROADS-Other Contr Svcs	A					
	Tracking Id: 2780 Professional Services - Engineering (Exempt)										
	SERVICES FOR 12/5/10-12/31/10										
11-00062	01/13/11 2010 STREET OPENINGS		B				01/13/11	01/13/11		15574	N
	2 STREET OPENINGS-AMERICAN WATER	6,237.50	T-13-00-601-000-000		B Street Opening Deposits	A					
	Tracking Id: 1380 Escrow (Exempt)										
	3 STREET OPENINGS - HABITAT FOR	20.00	T-13-00-601-000-000		B Street Opening Deposits	A	01/13/11	01/13/11		15578	N
	Tracking Id: 1380 Escrow (Exempt)										
	HUMANITY BLOCK 23 LOT 12										
	-----	6,257.50									
	Vendor Total:	17,565.32									
KENNEY SUSANNE KENNEY											
	11-00051 01/11/11 REFUND VET'S DED 2010 1-18-11										
	1 R#32-2011 B8 L1 VET REFUND	250.00	1-01-55-205-000-000		B Tax Overpayments	A	01/11/11	01/12/11			N
	Tracking Id: 3316 Tax Overpayments Refund (Exempt)										
	RES#32-2011 REFUND VETERAN'S DEDUCTION										
	ALLOWED - 2010 AND 2009 OVERPAYMENT ON										
	4TH QUARTER 2009 TAXES FOR B8 L 1										
	FOR 1-18-11 MEETING										
	2 REFUND 2009 O/P B8 L1 1-18-11	48.41	1-01-55-205-000-000		B Tax Overpayments	A	01/11/11	01/12/11			N

BOROUGH OF WASHINGTON  
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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 Date	Chk/Void Date	Invoice	1099 Excl
	Tracking Id: 3316	Tax Overpayments Refund (Exempt)	298.41								
		Vendor Total:	298.41								
SWIFT SWIFT PRINT SOLUTIONS	10-01172 11/09/10 MUNICIPAL PARKING STICKERS			B							
	3 MUNICIPAL LICENSE BOOKLETS	147.00	0-01-20-100-000-023		B	GENERAL ADMIN printing and binding	A	11/09/10	01/12/11	1358	N
	Tracking Id: 2730	Printing Services (Non-Exempt)									
	Vendor Total:	147.00									
TAXSU TCTA OF SUSSEX & WARREN	11-00044 01/11/11 2011 MEMBERSHIP										
	1 2011 TCTASW MEMBERSHIP	30.00	1-01-20-145-000-044		B	TAX COLLECTION Professional Dues	A	01/11/11	01/12/11		N
	Tracking Id: 1012	Dues & Memberships (Non-Exempt)									
	2011 MEMBERSHIP FOR KAY F STASYSHAN, TAX COLLECTOR										
	Vendor Total:	30.00									
TCTANJ TCTANJ	11-00045 01/11/11 2011 MEMBERSHIP APPLICATION										
	1 2011 TCTANJ MEMBERSHIP	75.00	1-01-20-145-000-044		B	TAX COLLECTION Professional Dues	A	01/11/11	01/12/11		N
	Tracking Id: 1011	Dues & Memberships (Exempt)									
	2011 TCTANJ MEMBERSHIP FOR KAY F STASYSHAN - MEMBER #6710										
	Vendor Total:	75.00									
TRACTO TRACTOR SUPPLY COMPANY	10-00038 01/13/10 GENERAL SUPPLIES			B							
	8 SHARPIE MARKERS, TAPE RULE & Equipment Maint & Repair (General) (Non-Exempt)	28.96	0-01-26-290-000-058		B	STREETS & ROADS Other Equip & Supplies	A	01/13/10	01/12/11	11897	N
	Tracking Id: 1210	ALUM. LEVER									
	10-01163 11/05/10 ACCESSORIES FOR AIR COMPRESSOR			B							







BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

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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	Chk/Void	Invoice	1099
												Excl
	16	LIBR.-F.T. 1/14/11 PAYROLL	5,316.18	1-01-29-390-000-011	B MUNICIPAL LIBRARY Full Time		P	3915 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 2560 Payroll (General) (Exempt)										
	17	RECREATION-P.T.(10 VAC.) 1/14	672.00	0-01-28-370-857-102	B RECREATION-COMMISSION EXP.-S&w-P.T.		P	3915 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 2560 Payroll (General) (Exempt)										
	18	LIBR.-P.T. 1/14/11 PAYROLL	75.00	1-01-29-390-000-012	B MUNICIPAL LIBRARY Part Time		P	3915 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 2560 Payroll (General) (Exempt)										
		-----	41,933.94									
		Vendor Total:	42,353.02									
	11-00048	01/11/11 ANIMAL CONTROL-S&w 1/14 PAYR.										
		1 ANIMAL CONTR.-S&w-1/14/11 PAYR	419.08	T-12-00-850-000-899	B Misc		P	3039 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 2560 Payroll (General) (Exempt)										
		Vendor Total:	16,666.67									
	11-00061	01/11/11 JAN 2011 S.I.D. PAYMENT										
		1 JAN 2011 S.I.D. PAYMENT	16,666.67	1-01-55-210-000-000	B Special District Taxes		A	01/11/11	01/12/11			N
		Tracking Id: 3313 Taxes - Special Imp. District (Exempt)										
		Vendor Total:	16,666.67									
	WBPAYD	WASHINGTON BOROUGH PAYROLL DED										
		11-00043 01/11/11 FICA/MED./DCRP-1/14/10 PAYROLL										
		1 FICA FOR 1/14/11 PAYROLL	2,625.89	1-01-36-472-000-000	B SOCIAL SECURITY		P	3916 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 3193 social security/Medicare										
		2 MEDICARE FOR 1/14/11 PAYROLL	614.12	1-01-36-472-000-000	B SOCIAL SECURITY		P	3916 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 3193 social security/Medicare										
		3 DCRP FOR 1/14/11 PAYROLL	3.97	1-01-36-477-000-000	B DCRP		P	3916 01/11/11	01/12/11	01/12/11		N
		Tracking Id: 2571 PERS/DCRP										
		-----	3,243.98									
		Vendor Total:	3,243.98									
	WAONE	WASHINGTON ONE STOP INC.										
		10-01201 11/24/10 GENERAL SUPPLIES										
		4 KEYS, DISINFECTANT & CLEANERS	24.75	0-01-26-290-000-030	B STREETS & ROADS Materials/Supplies		A	11/24/10	01/12/11		034891	N

BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

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Vendor # Name	PO # PO Date Description	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099 Excl
	5	PIPE, STRAP, CEMENT, PRIMER,	48.35	0-01-26-290-000-030	(Non-Exempt)	B STREETS & ROADS Materials/Supplies	A	11/24/10	01/12/11		035042	N
	6	PIPE AND STRAPS	25.87	0-01-26-290-000-030	(Non-Exempt)	B STREETS & ROADS Materials/Supplies	A	11/24/10	01/12/11		035041	N
	7	CLEANER, PLUGS & COUPLINGS	13.25	0-01-26-290-000-030	(Non-Exempt)	B STREETS & ROADS Materials/Supplies	A	11/24/10	01/12/11		035053	N
		Tracking Id: 590 Building Maint Equip & Supplies (Non-Exempt)										
		Tracking Id: 590 Building Maint Equip & Supplies (Non-Exempt)										
		SWITCH,BOX HANDY,CONN. SET, ELBOWS, COUPLINGS, WALL PLATE, ELECTRICAL & SUPPLIES										
		Tracking Id: 590 Building Maint Equip & Supplies (Non-Exempt)										
		Tracking Id: 590 Building Maint Equip & Supplies (Non-Exempt)										
		Vendor Total:	112.22									

Total Purchase Orders: 70 Total P.O. Line Items: 115 Total List Amount: 175,304.22 Total Void Amount: 0.00

BOROUGH OF WASHINGTON  
Purchase Order Listing By Vendor Name

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Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	0-01	25,753.54	0.00
OPERATING FUND	1-01	89,445.34	0.00
GENERAL CAPITAL FUND	C-04	44,186.51	0.00
ANIMAL CONTROL FUND	T-12	555.08	0.00
DEVELOPER'S ESCROW FUND	T-13	15,067.50	0.00
RECREATION TRUST	T-16	296.25	0.00
	Year Total:	15,918.83	0.00
	Total of All Funds:	175,304.22	0.00

BILL LIST 1/18/2011

P.O. Type: All  
 Format: Detail with Line Item Notes  
 Range: 0-05-55-000-000 to 0-05-55-999-999-999  
 Rcvd Batch Id Range: First to Last  
 Department Page Break: No  
 Print Alpha Capital/Trust, Alpha Grant, & Revenue Accts: N  
 Held: N Aprv: Y Void: N  
 Bid: Y State: Y Other: Y  
 Received Date Range: 01/12/11 to 01/13/11  
 Include Non-Budgeted: Y

Budget Account	Description	Amount	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Date	Invoice	P0	Type
Fund: SEWER OPERATING FUND										
0-05-55-502-000-023	Telephone	26.45	A	10/14/10	01/13/11					B
10-01078	5 VERIZON VERIZON, INC. Tracking Id: 3320 Telecommunications (General) (Exempt)									
0-05-55-502-000-028	SEWER OPERATING Contractua SVCS	147.47	A	01/05/10	01/12/11			15603		C
10-00010	16 SUBCON SUBURBAN CONSULTING ENGINEERS SEWER GENERAL ENGINEERING Tracking Id: 2780 Professional Services - Engineering (Exempt) SERVICES 12/5/10-12/31/10									
Department Total:		173.92								
CAFR Total:		173.92								
Fund Total: SEWER OPERATING FUND		173.92								
Year Total:		173.92								

Total P.O. Items: 2 Total List Amount: 173.92 Total Void Amount: 0.00

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Fund Description	Fund	Budget Total
SEWER OPERATING FUND	0-05	173.92
Total of All Funds:		=====
		173.92