

BOROUGH OF WASHINGTON, WARREN COUNTY, NJ
COUNCIL AGENDA
May 17, 2011
7:30 PM

STATEMENT OF ADEQUATE NOTICE:

ROLL CALL: Clerk will call the Roll

RESOLUTION: 88-2011 Certification of Local Tax Levy for the Warren Hills Regional School District

COUNCIL APPEARANCE

Eric Altman – Washington Community Solar LLC

MINUTES: Regular Meeting of May 3, 2011

EXECUTIVE SESSION:
Executive Session of May 3, 2011

CORRESPONDENCE:

AUDIENCE:
Remarks, petitions, statements and testimony from guests

ORDINANCES:
None

REPORTS

1. Managers Report
2. DPW Report
3. CFO Report
4. Tax Collectors Revenue Report
5. Tax Collectors Sewer Revenue Report
6. Municipal Court Report
7. Issues And Details

COMMITTEE REPORTS

OLD BUSINESS:

1. Recreation Commission Draft Ordinance

NEW BUSINESS:

1. Resolution 84-2011 Redemption of Tax Certificate
2. Resolution 85-2011 Redemption of Tax Certificate
3. Resolution 86-2011 Amending the 2011 Professional Service Contract with Suburban Engineers for Waste Water Consulting Services
4. Resolution 89-2011 Void and Replace Check

VOUCHERS:

List Attached

RECAP

COUNCIL REMARKS:

Remarks, Reports, Discussions

EXECUTIVE SESSION:

Resolution 87-2011 Authorizing Executive Session

RESOLUTION: Resolution 90-2011 Authorizing 2011 Professional Service
Contract with Schneider and Company for Forensic Audit Services

ADJOURNMENT: _____ P.M.

WARREN HILLS REGIONAL SCHOOL DISTRICT

**89 Bowerstown Road
Washington, New Jersey 07882
Phone 908-689-3143
Fax 908-689-4814
www.warrenhills.org**

**William A. Caldwell Ed.D.
Interim Superintendent**

**Maureen Joyce
Business Administrator
Board Secretary**

**Kimberly Unangst
Pupil Personnel Services**

**Dawn Moore
Curriculum & Instruction**

May 10, 2011

Via email – kblanchard@washingtonboro-nj.org

Kristine Blanchard, RMC
Washington Borough Municipal Building
100 Belvidere Avenue
Washington, NJ 07882

Dear Kristine:

Attached is the Resolution to certify the new tax levy which includes the \$250,000 reduction which was agreed to at the May 9th meeting between the municipalities and the Warren Hills Board of Education.

Please present this to your Borough Council for approval prior to or on May 17, 2011 with a signed copy sent to us on or prior to that date for approval by the Board of Education. For those municipalities that have a meeting on May 17th, I would appreciate a text message or voice mail to my cell phone (908-581-7365) that evening as soon as the Resolution is approved. We would appreciate it if you could put it early on your agenda so we can approve it at our meeting the same night.

We can then amend our school budget and you can certify the tax rates by the required state deadline.

Very truly yours,

Maureen Joyce
Business Admin./Bd. Sec'y.

MJ/dmg
Enclosure

**BOROUGH OF WASHINGTON
COUNTY OF WARREN
RESOLUTION NO. 88-2011**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF
WASHINGTON, WARREN COUNTY, NEW JERSEY IN REGARD TO
CERTIFICATION OF THE LOCAL TAX LEVY FOR THE WARREN HILLS
REGIONAL SCHOOL DISTRICT**

WHEREAS, the Board of Education of the Warren Hills Regional School District presented to the voters, at the annual School Election held on April 27, 2011, a question concerning the tax levy requirements for the said Board of Education for current expenses and capital outlay, designated as the General Fund, in the amount of \$18,908,452; and

WHEREAS, the voters of Washington Borough passed the current expense and capital outlay budget designated as the General Fund, by a vote of 175 Yes votes and 168 No votes; and

WHEREAS, the total votes cast of the four municipalities comprising the Warren Hills Regional School District rejected the current expense and capital outlay budget, designated as the General Fund by a total vote of 792 Yes votes and 895 No votes; and

WHEREAS, the same Warren Hills Regional School Board of Education transmitted an official copy of the rejected current expense and capital outlay budget designated as the General Fund and documentation to the Borough Council of the Borough by April 29, 2011; and

WHEREAS, the Mayor and Borough Council of the Borough of Washington have reviewed information on the current expense and capital outlay budget, designated as the General Fund as submitted by the said Board of Education; and

WHEREAS, a joint meeting of the mayors (or designated representatives) of the four municipalities was held on May 9, 2011, to discuss the current expense and capital outlay budget, designated in the General Fund; and

WHEREAS, careful consideration has been given to the information received from the Board of Education, with a view toward providing a thorough and efficient system of education in the school system of the Warren Hills Regional School District.

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

1. The tax levy amount of \$18,908,452 on the ballot was rejected by the voters for the General Fund (base budget);

The Mayor and Borough Council has determined that the rejected General Fund is above the maximum T & E budget and that a reduction of \$250,000 will not adversely affect the Board of Education's ability to meet the thoroughness and efficiency standard as set forth

in N.J.A.C. 6:19-5.5(a)(3). Therefore, the Mayor and Borough Council hereby reduce the General Fund tax levy by \$250,000. It is recommended that such reductions come from the following line-item accounts:

Account No.	Account	Reduction
11-000-222-177	Technology Coordinator Salary	\$100,000
11-140-100-101	High School Teacher Salaries	40,000
11-190-100-640	High School Textbooks	24,000
11-130-100-101	Middle School Teacher Salaries	26,000
11-000-266-100	Resource/Security Salaries	14,800
11-000-218-104	Guidance Salaries	30,000
11-000-219-105	Part-time Secretary	<u>15,200</u>
		\$250,000

In consideration of these reductions, the tax levy will be adjusted as follows:

\$18,908,452	presented to the voters
\$ 250,000	above reductions
\$18,658,452	certified tax levy amount

2. The Mayor and Borough Council hereby certifies that the amount of the tax levy herein above certified by this Municipal Government for the General fund (base budget) is sufficient to provide a thorough and efficient system of education for the Warren Hills Regional School District.
3. The aforementioned tax levy herein certified by the Borough of Washington for the base budget exceeds the local share required by the Comprehensive Educational Improvement and Financing Act of 1996.
4. The Borough Clerk of the Borough of Washington is directed to certify no later than Thursday, May 19, 2011, to the Warren County Board of Taxation, the Warren County Superintendent of Schools, the Warren Hills Regional School District Board of Education, the Washington Borough Tax Assessor, the Division of Local Finance of the Department of the Treasury of the State of New Jersey, and to any other parties required by law to receive such certification, that the amount of \$18,658,452 is necessary to be raised by taxation for General Fund revenues (District tax levy); a proportionate amount of which shall be included in the taxes to be raised, levied and collected in this Borough for current expense and capital outlay, designated as General Fund set forth herein, for the Warren Hills Regional School District; and copies of this Resolution, to be executed by the Mayor and Borough Clerk, shall be forwarded by the Borough Clerk of the persons and/or departments named herein, for certification purposes.

Washington Community Solar, LLC

Borough of Washington
Warren County, NJ
Hometown friendly since 1868



Proposal for Solar Generated Electricity

Designed for Electricity
Savings with the added
bonus of Clean, Renewable
& Sustainable Energy

Presented to:
Washington Borough
May 17, 2011

ABOUT US ...

Washington Community Solar, LLC (WCS) is a New Jersey Limited Liability Company owned and operated by **Eric L. Altman**, an attorney and resident of Warren County for close to 25 years, and **Anthony P. Maula**, a local developer with over 30 years experience in the construction and development of properties in New Jersey and Pennsylvania.

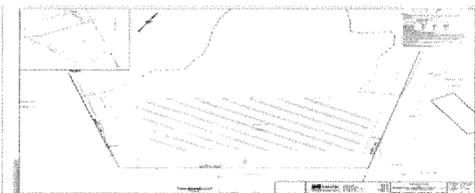
Washington Community Solar was formed as an affiliate of our respective companies in order to provide clean energy solutions in connection with our premises located at 351 State Highway 57, Washington, NJ.

With tri-state certified professionals, WCS and affiliates have merged an unparalleled combination of solar industry experts to provide superior expertise and are able to bring solar energy projects of any size to fruition.

The Project

Washington Community Solar recently acquired the 26 acre parcel which is adjacent to the Southwest border of the Borough Sewage Treatment Facility and Municipal garage as shown below. Since acquisition of the property, WCS has conducted title survey, wetland delineation of the premises and is in the process of completing its Site Plan for the Project Solar Array, which will have sufficient capacity to supply virtually all of the current electrical needs for the Borough Sewage Treatment Facility and the Municipal Garage.

As the owners of the immediately adjacent property, WCS has a unique opportunity to present to the Borough the ability not only to supply all of its electric needs for the adjoining facilities from clean, renewable energy sources but also to do so at a significant savings to the Borough with absolutely no capital investment or costs by the Borough.



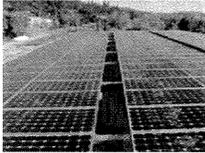
WHAT WE OFFER

- We evaluate user needs, consult with facilities personnel and design a solar array system to maximize electricity savings to the user.
- We apply for all permits and construct the system as designed at no cost to the user.
- We own, maintain, computer monitor and manage the system to assure peak performance at no cost to the user.
- The user's only cost is electricity at a substantially reduced rate per kWh.

Green Energy

Municipalities such as the Borough of Washington can lower their electricity bills and reduce their GHG emissions by installing solar systems that generate Green Energy that is fed directly to the existing sewage facility meter.

Roof Mounted



Ground Mounted



How do Municipalities Go Green?

- New Jersey accounts for approximately 1% of the world's man-made greenhouse gas emissions.
- Electric generation is the largest single source of GHG emissions (Source: Journal of the Air & Waste Management Association)
- By entering into a Power Purchase Agreement, the Borough has the unique opportunity to supply all of its electric needs for the Sewage Treatment Facility and Municipal Garage from clean, renewable energy sources at significant savings.

Green Energy

Benefits

Financial

- 1) Significantly Lower Electricity Rates
- 2) Hedge against future Price increases

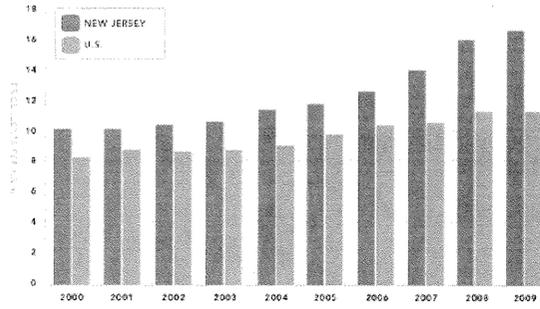
Environmental

- 1) Reduce Carbon Emissions
- 2) Conservation of Fossil Fuels with an endless supply of renewable Energy
- 3) High efficiency usage of electricity

Rising Electricity Costs

- Last 5 years' electricity costs have increased approximately 35%
- Electricity represents up to 35% of 2008-2009 Fixed Costs for many municipalities.
- New Jersey Utilities have increased rates over 5% in the last year alone.
- Utilities are expected to increase rates due to:
 - Cap & Trade March 2009 Waxman-Markey Bill. The American Clean Energy and Security Act of 2009.
 - Increasing fuel costs.
 - Political instability / increasing worldwide demand.
 - The Climate Change Advisory Committee and the Department of Environmental Protection calls for a 30% reduction in greenhouse gas emissions below year 2000 levels by 2020.
 - Renewable Portfolio Standard requires New Jersey utilities to use 20% renewable energy by 2020.

Historical Price Trend



Power Purchase Agreement

- A **Power Purchase Agreement (PPA)** is a legal contract between a solar power generator and a host site owner. The host site owner purchases energy from the PPA Provider.
- Under the terms of a PPA, the PPA provider typically assumes the risks and responsibilities of ownership when it purchases, operates, and maintains the turn-key facility.
- The PPA assumes the benefit of federal tax credits, state tax credits, and the sale of renewable energy credits to offset the cost of the solar power system.
- The PPA provider secures funding for the project, maintains and monitors the energy production, and sells the electricity to the host at a contractual price for the term of the contract. The term commonly ranges for 15 years.

How Do Municipalities save money with PPA's?

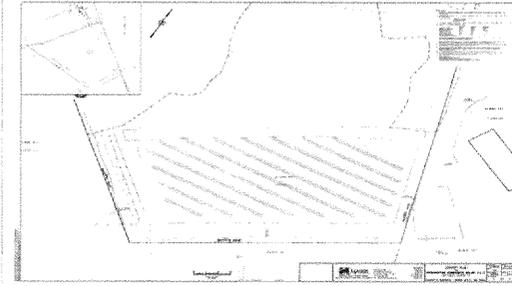
- No upfront investment required.
- Immediate 20% and usually better savings compared to the Borough's current kWh rate.
- Lock in today's current rates before utilities increase rates due to Cap & Trade compliance costs.
- Hedge against price increases for the next 15 years.
- Budgeting certainty on your cost of electricity of solar generated power.

Borough of Washington Current Electrical Usage (Estimated)

- Average Annual Consumption
 - 800,000 kWh (approximate)
- Average Current Utility Rate
 - 16¢ Winter / 18¢ Summer
- Annual Electric Costs
 - \$136,000 (approximate)

Project Analysis

- WCS Adjoining Parcel of 26 acres to be utilized
- Total Estimated System Size: **700-900,000 kW**
- Estimated Annual Output: **800,000 kWh**



Electrical Savings Over Time



Electrical Savings Over Time (with escalations over 15 years)

Borough of Washington Financial Model							
Year	Utility rate	** PPA rate	Solar Power Generated	12 Month Utility Costs	12 Month PPA Costs	Annual Savings	Total Savings
2011	\$ 0.3300	\$ 0.0979	654,000	\$ 178,100	\$ 63,263	\$ 114,837	\$ 44,835
2012	\$ 0.3374	\$ 0.0990	659,700	\$ 183,812	\$ 64,091	\$ 119,721	\$ 64,976
2013	\$ 0.3448	\$ 0.1004	665,400	\$ 189,612	\$ 64,924	\$ 124,688	\$ 109,872
2014	\$ 0.3518	\$ 0.1020	671,100	\$ 195,478	\$ 65,760	\$ 129,718	\$ 159,781
2015	\$ 0.3587	\$ 0.1037	676,800	\$ 201,416	\$ 66,600	\$ 134,816	\$ 215,796
2016	\$ 0.3654	\$ 0.1056	682,500	\$ 207,424	\$ 67,450	\$ 140,000	\$ 277,923
2017	\$ 0.3720	\$ 0.1076	688,200	\$ 213,500	\$ 68,308	\$ 145,192	\$ 345,215
2018	\$ 0.3785	\$ 0.1097	693,900	\$ 219,644	\$ 69,177	\$ 150,467	\$ 417,682
2019	\$ 0.3849	\$ 0.1119	699,600	\$ 225,854	\$ 70,055	\$ 155,799	\$ 495,421
2020	\$ 0.3912	\$ 0.1143	705,300	\$ 232,130	\$ 70,943	\$ 161,187	\$ 578,408
2021	\$ 0.3974	\$ 0.1168	711,000	\$ 238,472	\$ 71,841	\$ 166,631	\$ 666,539
2022	\$ 0.4035	\$ 0.1194	716,700	\$ 244,880	\$ 72,749	\$ 172,131	\$ 759,800
2023	\$ 0.4095	\$ 0.1221	722,400	\$ 251,354	\$ 73,667	\$ 177,687	\$ 858,197
2024	\$ 0.4154	\$ 0.1249	728,100	\$ 257,894	\$ 74,594	\$ 183,300	\$ 961,727
2025	\$ 0.4212	\$ 0.1278	733,800	\$ 264,500	\$ 75,530	\$ 188,970	\$ 1,070,387

Yellow: Offer annual prices in kilowatt hours.
 Blue: Average unit rate or rate for that area.
 Green: Discount rate formula. Replacing the existing number with the percentage discount.
 ** Based on Annual Utility Increase of 5%
 ** PPA Rate is based on annual increase of 1.5%
 Based on a 700kw System size

Solar PPA Timeline

Example SPPA Project Timeline

- Site survey and obtain letter of intent from customer
- Developer/installer draws full design
- Submit application for rebate
- Sign PPA with customer
- Project investment approval process
- Confirm design & timeline
- Permitting & construction
- Commission & fund system
(Most customers allocate no cash to install the system)

1 MONTH 2 MONTHS 3 MONTHS ASAP

What Solar Will Do For The Borough of Washington

- Puts the Borough on the path of becoming "Green"
- Reduce annual energy costs by at least 40%
- Hedge against any future price increases.
- Increase the Borough's image in the public eye
- Potential reduction in sewage charges to rate payers

Washington Community Solar, LLC

17 Centerville Rd. Columbia, NJ 07832

Phone (212) 351-4784, Fax (212) 878-8784

February 14, 2011

VIA EMAIL

Richard D. Phelan, Borough Manager
Borough of Washington
Warren County
100 Belvidere Avenue
Washington, New Jersey 07882-1426

Re: Followup Information Regarding Power Purchase Agreement Proposal

Dear Richard,

As a follow up to your request, I am providing you with some additional materials which I think you will find helpful in connection with our previously outlined Solar Power Purchase Agreement proposal for the Borough Sewage Water Treatment Plant.

In addition, I wanted to provide you with some additional details on the structure and economics of the proposed Power Purchase Agreement. As you may be aware, in 2008 the State of New Jersey passed several statutes which allowed for the proliferation of renewable energy projects within the State. Due largely to these and subsequent initiatives, New Jersey now is second to only California for the largest amount of installed solar energy projects in the country.

One such aspect of the law was the allowance for public, private partnership in renewable energy power purchase agreements which by passage of PL 2008, C83 now allows municipalities such as Washington Borough to enter into 15 year agreements with private developers/installers such as Washington Community Solar, LLC for the contract of their renewable energy needs on viable municipal sites. (For reference, I have attached a copy of the New Jersey Department of Community Affairs Local Finance Notice, which should provide you with most of the relevant legal authorities for this process.)

A typical Power Purchase Agreement ("PPA") would be structured for a 15 year term whereby the municipality would provide space on its property (usually a roof or other structure) for a developer to install solar panels for the production of electricity sufficient to cover (depending upon available roof or other space for such panels) a portion or all of the electric needs for that facility. In this scenario, the developer in exchange for the PPA agreement would acquire, install and operate the solar panels at the municipal site while providing a 35% discount to the current electric rates being paid to the utility company by the municipality. It should be noted that the savings continue to multiply since once the panels are installed, the cost of producing solar electricity remains constant, however, the average electricity rates increase in New Jersey by an average of 5-7% per year, which will almost double the cost of the utility rate over the term of the PPA had the municipality stayed

Richard D. Phelan, Borough Manager
Borough of Washington
February 14, 2011
Page 2 of 3

with the utility company. With the PPA, the municipality will always have at least a 35% discount to current rates and increases will be at a vastly reduced rate to those of the utility company.

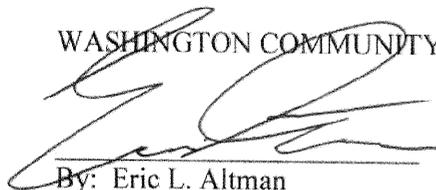
Accordingly, the attached schedule shows the projected savings of approximately \$1,317,872 to the Borough over the term of the proposed PPA. This is arrived at by taking the current approximate usage of 854,000 kwh currently used by the Borough (per conversations with the sewer manager regarding historical usage) at your current average rate of \$.15 per kwh; the Borough is currently paying approximately \$128,100 per year for electricity (2009). With the PPA, we would propose a \$0.09 per kwh rate (for a 35% savings over the current rate), the Borough would save approximately \$44,835 in the first year and approximately \$1,317,872 over the term of the PPA as illustrated on the attached chart.

One additional item, while the typical PPA uses municipal lands to house the solar array, this project is more of a hybrid model in that since the Borough does not have sufficient land to house the array on its property, we are offering the approximately 6-7 acres of our own land adjacent to the sewage facility to house the panels for the project at no additional cost to the project. In addition, the foregoing does not take into account any additional savings should the Borough wish to also obtain a PPA for the Municipal Garage which, if requested, could be included into our proposal based on its proximity to the project and the Sewage Treatment Facility.

Hopefully this answers any preliminary questions you had regarding our proposal. As discussed, once you have had an opportunity to review the enclosures with the appropriate parties, kindly contact me in the event you have any additional questions regarding the above. We look forward to the opportunity to make a formal presentation regarding our proposal at your earliest convenience.

Very truly yours,

WASHINGTON COMMUNITY SOLAR, LLC



By: Eric L. Altman

ELA:pc

cc: Richard Cushing, Esq.
Mayor Scott McDonald
Anthony P. Maula

Richard D. Phelan, Borough Manager
Borough of Washington
February 14, 2011
Page 3 of 3

Attachments

NJ DCA Local Finance Notice (see attached). This should provide you most of the information you need. As I previously mentioned, in 2008 the state legislature adopted rules which permitted municipalities, school districts and similarly situated entities to enter into 15 year power purchase agreements in connection with renewable energy programs. The passage of the law is what enabled municipalities to enter into these power purchase agreements for a 15 year term which coincides with the time period that the state renewable energy programs permit the owners of renewable energy facilities to earn carbon credits (in New Jersey they are referred to as SREC's or Solar Renewable Energy Credits) which (together with the current federal investment tax credits) makes projects such as this one viable.

Power Purchase Agreement Spreadsheet (see attached). As set forth above, the attached spreadsheet will provide a good overview of the calculations used in order to arrive at the savings to the Borough over the term of the PPA. This information is based upon your actual 2009 usage and utility rates for the Sewage Treatment Facility.

SOLAR POWER PURCHASE AGREEMENT

This Solar Power Purchase Agreement (“**Agreement**”) is made and entered into as of June __, 2011 (“**Effective Date**”) by and between **WASHINGTON COMMUNITY SOLAR, LLC** (“**Power Provider**”) a New Jersey limited liability company and **THE BOROUGH OF WASHINGTON**, a municipality organized and operating under the laws of the State of New Jersey (“**Host Customer**”).

Recitals

- A. Host Customer owns a portion of the premises on which it wishes Power Provider to arrange, at its own expense, for the design, installation, operation and maintenance of a photovoltaic electricity generation system (“**System**”).
- B. Host Customer will purchase from Power Provider the electricity produced by the System under the terms and conditions set forth herein.
- C. Power Provider will provide reliable A/C power produced from a photovoltaic system of their design and installed on the Host Customer’s property, in quantity and quality as specified herein.

Definitions

- 1. **Premises**: Refers to the Host Customer facility located at the address specified in **Exhibit A** of this Agreement, including all buildings, structures and grounds enclosed within the currently existing property line.
- 2. **Site**: Refers to the area or areas of the Premises that contain, or will contain, the System.
- 3. **System**: Refers to the array of photovoltaic panels and associated equipment to be installed on the Premises, as further described in **Exhibit B** of this Agreement.
- 4. **Electricity**: Refers to the energy released in the form of freed electrons resulting from the photovoltaic effect, the generation and movement of which is measured in alternating current kilowatt hours at the point of interconnection between the System and the electrical equipment already in place on the Premises (“**Point of Interconnection**”).
- 5. **Environmental Attributes**: Any and all environmental benefits, otherwise known as green tags, green certificates, renewable energy certificates, RECS, SRECS, TRECS, carbon trading credits, emissions reduction credits, investment credits, production tax credits, emissions allowances and Green-e® products, or any other name that represents the environmental attributes of the Electricity and are separate from the Electricity as defined above.

FOR GOOD AND VALUABLE CONSIDERATION, RECEIPT OF WHICH IS HEREBY ACKNOWLEDGED, AND INTENDING TO BE LEGALLY BOUND HEREBY, IT IS NOW, THEREFORE, AGREED AS FOLLOWS:

SECTION A - SOLAR POWER

PURCHASE

- A-1 **Term of Agreement:** The term of this Agreement shall begin on the Effective Date and shall end fifteen (15) years after the System is commissioned for interconnection into local utility as certified in writing by the relevant utility company (such date of commissioning, the "**Commencement Date**"), unless sooner terminated or extended by agreement of the parties.
- A-2 **Purchase Agreement:** Host Customer shall purchase all Electricity generated and delivered by the System to the Point of Interconnection.
- A-3 **Price:** Host Customer shall pay to Power Provider a fixed price per kilowatt hour of Electricity at the rate set forth on **Schedule 1**.
- A-4 **Title and Risk of Loss:** Title and risk of loss of the Electricity generated by the System shall pass from Power Provider to Host Customer at the Point of Interconnection.
- A-5 **Form of Delivery:** Deliveries of all Electricity to Host Customer under this Agreement shall be in the form of volts, ___ phase, ___ wire, sixty-cycle alternating current or similar to properly integrate with the existing electrical system.
- A-6 **Expected System Output:** The System is expected to generate annually the number of kilowatt hours as indicated in **Schedule 2**, which schedule is based on available historical climactic data, system design tools and other factors and is provided for planning and budgeting purposes only and not a guarantee of System performance.
- A-7 **Monthly Billing:** Power Provider will send Host Customer bills for the Electricity supplied as follows:
- a. Bills will be sent on the 1st day of each month in advance based on one twelfth of the system's estimated annual production and adjusted quarterly for actual production.

b. Payment will be due and payable within thirty (30) days of receipt to:

Washington Community Solar, LLC
c/o Eric L. Altman, Esq.

In Witness Whereof, the parties to this Solar Power Purchase Agreement agree to be legally bound pursuant to the terms of this Agreement as of the date written above.

BOROUGH OF WASHINGTON

By:
Name:
Title:

WASHINGTON COMMUNITY SOLAR, LLC

By:
Name:
Title:

EXHIBIT A

Premises

EXHIBIT B

System (Equipment, etc.)

SCHEDULE 1

Electricity Rate

SCHEDULE 2

Expected System Output

Year	*Utility Rate	** PPA Rate	Solar Power kWh Generated	12 Month Utility Costs	12 Month PPA Costs	Annual Savings	Total Savings
2011	\$ 0.1500	\$ 0.0975	854,000	\$ 128,100	\$ 83,265	\$ 44,835	\$ 44,835
2012	\$ 0.1575	\$ 0.0990	849,730	\$ 133,832	\$ 84,091	\$ 49,741	\$ 94,576
2013	\$ 0.1654	\$ 0.1004	845,481	\$ 139,821	\$ 84,926	\$ 54,895	\$ 149,472
2014	\$ 0.1736	\$ 0.1020	841,254	\$ 146,078	\$ 85,769	\$ 60,310	\$ 209,781
2015	\$ 0.1823	\$ 0.1035	837,048	\$ 152,616	\$ 86,620	\$ 65,995	\$ 275,776
2016	\$ 0.1914	\$ 0.1050	832,862	\$ 159,445	\$ 87,480	\$ 71,965	\$ 347,742
2017	\$ 0.2010	\$ 0.1066	828,698	\$ 166,580	\$ 88,348	\$ 78,232	\$ 425,974
2018	\$ 0.2111	\$ 0.1082	824,555	\$ 174,035	\$ 89,225	\$ 84,810	\$ 510,783
2019	\$ 0.2216	\$ 0.1098	820,432	\$ 181,823	\$ 90,111	\$ 91,712	\$ 602,496
2020	\$ 0.2327	\$ 0.1115	816,330	\$ 189,959	\$ 91,005	\$ 98,954	\$ 701,450
2021	\$ 0.2443	\$ 0.1132	812,248	\$ 198,460	\$ 91,908	\$ 106,552	\$ 808,002
2022	\$ 0.2566	\$ 0.1149	808,187	\$ 207,341	\$ 92,820	\$ 114,521	\$ 922,523
2023	\$ 0.2694	\$ 0.1166	804,146	\$ 216,620	\$ 93,742	\$ 122,878	\$ 1,045,401
2024	\$ 0.2828	\$ 0.1183	800,125	\$ 226,313	\$ 94,672	\$ 131,641	\$ 1,177,042
2025	\$ 0.2970	\$ 0.1201	796,125	\$ 236,441	\$ 95,612	\$ 140,829	\$ 1,317,872

*Based on Annual Utility increase of 5%

** PPA Rate is based on annual increase of 1.5%

Based on a 700kw System size

LFN 2009-10

June 12, 2009

Local Finance Notice

Jon S. Corzine
Governor

Joseph V. Doria
Commissioner

Susan Jacobucci
Director

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

F. 609.984.7388

Mail and Delivery

101 South Broad St.

PO Box 803

Trenton, New Jersey

08625-0803

Web: www.nj.gov/dca/lgs

E-mail: dllgs@dca.state.nj.us

Distribution

Municipal and Freeholder
Clerks

School Business Officials

Local Procurement Officials

Chief Financial Officers

Local Authority and Fire District
Commissioners

Contracting for Renewable Energy Services: Update on Power Purchase Agreements

Since Local Finance Notice 2008-20 was issued in December of 2008, there have been several changes regarding the contracting for renewable energy through power purchase agreements (PPA). One of the important actions is the release of the Board of Public Utilities (BPU) Guidelines for Public Entity Energy Efficiency & Renewable Energy Cost Savings Guidelines.

This Notice covers the newly released BPU Power Purchase Guidelines, PPA procurement procedures, a review of issues that must be addressed in preparing renewable energy RFPs, and issues specifically related to boards of education and PPAs.

Power Purchase Agreements Generally

P.L. 2008, c.83 made amendments to the length of contracts sections of the Local Public Contracts Law (LPCL), the Public School Contracts Law (PSCL), and the County College Contracts Law by providing the following length of contracts provisions:

The provision or performance of goods or services for the purpose of producing class I renewable energy, as that term is defined in section 3 of P.L.1999, c.23 (C.48:3-51), at, or adjacent to, buildings owned by any *<type of contracting unit>*, the entire price of which is to be established as a percentage of the resultant savings in energy costs, for a term not to exceed 15 years; provided, however, that these contracts shall be entered into only subject to and in accordance with guidelines promulgated by the Board of Public Utilities establishing a methodology for computing energy cost savings and energy generation costs.

This section authorizes contracts of up to 15 years with private vendors for "power purchase agreements." These are programs where the contracting unit procures a contract for, in most cases, a private vendor to install, maintain, and own solar panels, in exchange for the contracting unit purchasing the power generated by the solar panels at agreed upon formula driven rates. The same principle can be applied to other Class I renewable energy sources, such as windmills, geothermal systems, and similar renewable power sources.

This provision does not apply when a contracting unit authorizes debt or uses other capital resources to directly procure the renewable system that it will own outright. In those cases, the contracting unit's procurement law will dictate procurement and financing policies.

Government agencies fall under the incentive programs of the BPU's Clean Energy Commercial/Industrial Program, that may also provide other incentives that can result in lower costs or improved energy efficiency. All local initiatives to use renewable energy or improve energy efficiency should carefully review and evaluate options available under the program.

BPU Power Purchase Guidelines

The law also requires that PPA contracts are subject to "guidelines promulgated by the Board of Public Utilities establishing a methodology for computing energy cost savings and energy generation costs." Adopted on February 27, 2009 (and subject to periodic modification), the Board Order and Guidelines for Public Entity Energy Efficiency & Renewable Energy Cost Savings Guidelines are posted online and included with the distribution of this Notice. The Guidelines include a document and an Excel worksheet to assist in the calculations. The technical nature of the material warrants review and implementation by individuals familiar with energy savings calculations.

To further assist local units, the Board and Division of Local Government Services are developing model documents that can be used as a Request for Proposals and a summary of elements to be considered in a RFP. Copies of presentations from recent seminars are also online on the Office of Clean Energy website.

Power Purchase Agreement Contracting Procedures

For many years, the LPCL and PSCL provided that power purchase type agreements were entered into through competitive contracting, although authorized under what became obsolete language authorizing energy savings contracts.

The recent adoption of P.L. 2009, c.4, Energy Savings Improvement Programs (ESIP), in addition to reforming the way energy contracts that "pay for themselves" (See Local Finance Notice 2009-11), repealed the obsolete LPCL and PSCL language noted above. In doing so, the ESIP law unintentionally eliminated the basis for competitive contracting for power purchase agreements.

Pursuant to the competitive contracting laws under the LPCL [N.J.S.A. 40A:11-4.1(k)] and PSCL [N.J.S.A. 18A:18A-4.1(k)], the Director of the Division of Local Government Services is authorized to allow competitive contracting for "the operation, management or administration of other services." The contracting laws also allow concessions to be awarded through the competitive contracting process (subsection j of those sections). Power Purchase Agreements can be considered as service contracts or as a concession: a private contractor using the contracting unit's facilities – the roof – to place its panels, provides a benefit to the local unit (reduced electricity rates), and provides private gain to the contractor.

Given the nature of power purchase agreements, the Director is authorizing contracts that meet the following definition to be procured and entered into pursuant to competitive contracting (subsections j or k as appropriate) pursuant to the LPCL and PSCL:

The provision or performance of goods or services for the purpose of producing class I renewable energy, as that term is defined in section 3 of P.L.1999, c.23 (C.48:3-51), at, or adjacent to, buildings owned by any < type of contracting unit >, **the entire price of which is to be established as a percentage of the resultant savings in energy costs;** provided, however,

that these contracts shall be entered into only subject to and in accordance with guidelines promulgated by the Board of Public Utilities establishing a methodology for computing energy cost savings and energy generation costs. [emphasis added]

This language replicates the statutory authorization for 15 year renewable energy contracts.

Contracting units shall comply with the competitive contracting process. That process requires that contracts be based on firm proposals submitted by vendors, with an evaluation process guiding the contracting unit's determination of the proposal that is "most advantageous, price and other factors considered." The competitive contracting process does not permit contracts to be negotiated.

Contracting officials and industry vendors may not be familiar with competitive contracting and therefore contracting officials should carefully review the relevant statutes (N.J.S.A. 40A:11-4.1 through 4.5 and N.J.S.A. 18A:18A-4.1 through 4.5) and regulations (N.J.A.C. 5:34-4.1 et seq.) as appropriate to their organization. The nature of PPAs also warrants including an engineer or architect familiar with renewable energy systems in the planning process.

In considering the criteria to evaluate PPA vendor proposals, the following examples may be useful, given individual circumstances and RFP requirements:

- The structure and financial terms of the Power Purchase Agreement and responsiveness to RFP financial requirements or considerations
- History and financial strength of the design/installation firm
- History and financial strength of the financial/Power Purchase Agreement provider firm
- Experience of the design/installation firm in completing similar projects
- Experience of the financial/Power Purchase Agreement provider firm in completing similar projects
- Knowledge of New Jersey regulations for permitting and construction of renewable energy projects
- Knowledge of New Jersey renewable energy programs, requirements, regulations, and financial incentives
- Clarity and conciseness of the submittal
- Responsiveness and understanding of the scope of work, management of site conditions

Renewable energy industry vendors must recognize that renewable energy projects fall under State public works contracting laws, i.e., prevailing wages and Public Works Contractor Registration laws, among others. In addition, as these systems connect to building power systems or the electric grid, laws and regulations concerning electrical contractors also apply. Subcontractors may also fall under these requirements. RFP documents should make it clear that public works contracting laws and rules apply to the work and that contractors are responsible for complying with the appropriate construction trade practices and laws.

Renewable Energy Contract Variables

Officials should also be aware that when it comes to contracting for renewable energy systems (i.e., solar panels, windmills) through power purchase agreements, there are different circumstances, building and environmental conditions, and pricing options that must be considered.

Depending on the specific project, pricing options may be affected by federal tax credits and five-year accelerated depreciation provisions that are available to private businesses. A private company granted

a concession to install solar on a government facility can use them to lower the cost of the installation below the cost that could be obtained if the government paid for the improvement itself. In some cases, a PPA vendor may be a company that specializes in financing renewable installations who subcontracts the physical installation work to another company.

Further, BPU authorized Renewable Energy Credits (REC) and Solar Renewable Energy Credits (S-REC) are financial instruments that may be available and can be sold to offset energy or construction costs.

Other considerations that may be part of a renewable energy power purchase agreement include:

- Sale of the renewable energy generator (i.e., solar panels) at fair market value or removal of the equipment
- Calculation of the price for energy and its basis for escalation
- Maintenance of and any repair of the facility
- Termination and removal provisions (including potential abandonment or sale of property)
- Assignment of or change in vendor, including but not limited to considerations for system resale prior to start-up
- Security and personnel (especially for school projects)
- Insurance (who covers fires, or other unanticipated circumstances)

There are also a variety of technical issues to be considered on a site-by-site basis that can affect the cost (and ultimately the rates) of the work.

- Utility interface, metering, and power quality reliability
- Existing capability of the facility's power system and any upgrades that may be necessary, including meeting current electrical code compliance
- Roof conditions, warranties, and repairs and renovations

Of critical importance is the condition of a roof when a PPA involves the placement of solar panels on a contracting unit's roofs. Current and future roofing conditions must be taken into account when planning a solar project. Analysis of structural integrity, condition of roofing material, and impact of any existing roofing warranties must be investigated prior to issuing a PPA RFP and impact results reflected in, or provided as part of the RFP process. For example, a RFP may require the PPA contractor be held responsible for ensuring that any existing roof warranty is not violated by the construction. Some roofs may need to be replaced prior to installation of solar panels. Projects may also require an engineering certification on roof loadings and roof warranty.

In many cases, roof repairs or renovations are needed prior to the installation of solar panels. In some cases, a PPA **may** include roof improvements. For example, an RFP response may require the contractor perform roof repairs or maintenance to support the addition of solar panels. This requires that those costs must be built in to the cost of electricity paid to the contractor.

In this case, the PPA works only when the roofing related costs result in pricing to the local unit that does not exceed what the projected cost of energy otherwise available from the grid. If the cost of PPA power, including any roof work exceeds the projected grid rate (i.e., no savings in electricity cost), the roof work must be performed separately from the PPA under normal public works contracting procedures. The competitive contracting process for PPAs **does not** provide a mechanism to avoid

public works contracting requirements or to build long term roof renovation or replacement costs into the cost of electricity so that the cost of energy exceeds what would otherwise be available from the local utility company.

To summarize, a PPA may include roof improvements only when the projected cost of the energy otherwise available from the grid is not exceeded by the cost of the PPA power and any roof work. The BPU Guidelines for Public Entity Energy Efficiency & Renewable Energy Cost Savings Guidelines must be used to calculate energy savings.

To address these and other variables that can be part of a power purchase agreement, RFPs should be carefully researched by the local unit, and the RFP should encourage vendors to submit alternative proposals that can address the contracting unit's needs. Careful evaluation, including application of the BPU Guidelines, is critical to the success of the project.

Boards of Education and Power Purchase Agreements

In addition to the foregoing issues, because of the oversight of school construction activities by the State Department of Education, the following additional conditions apply to schools entering into PPAs:

1. All plans for PPAs that affect a school building must be incorporated into the school's Long Range Facility Plan and the appropriate filing made with the Department of Education for approval.
2. PPA applications require an engineering certification on roof loadings and roof warranty filed with the application.
3. School debt service aid is not provided for a PPA. Solar panel projects are eligible for debt service aid if the school district purchases and installs the panel through an approved bond referendum.

Entering into a PPA for installation of solar panels on a roof does not trigger the requirement that a Board of Education obtain the approval of the Department of Education to "lease" or "rent" a school facility.

Conclusion and Additional Information

Issues concerning contracting for energy related services are continuing to evolve and will pose challenges to contracting unit officials as the details of the new laws are finalized. The Division continues to partner with the Board of Public Utilities' Office of Clean Energy to work through the issues and provide guidance.

Questions concerning contracting issues can be e-mailed to lpcl@dca.state.nj.us. Information and answers to questions concerning BPU Commercial/Industrial programs are best answered through the [Office of Clean Energy's contact website](#). In addition, the Board's [Office of the Business Ombudsman](#) may be of assistance.

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – May 3, 2011**

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

Also Present: 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.

Mayor McDonald noted that late this afternoon approval was received from the State of New Jersey regarding the forensic audit. The next step is to have the contract reviewed by both parties. Once that is complete, the contract will be awarded.

PROCLAMATION

Mayor McDonald read a Proclamation for Older Americans Month.

PROCLAMATION OF THE BOROUGH OF WASHINGTON

WHEREAS, it has become a tradition that the Month of May is designated as Older Americans Month; and

WHEREAS, the growing population of older adults in our county and our municipality continues to make innumerable positive contributions through their efforts as volunteers and citizens; and

WHEREAS, the Borough of Washington wishes to honor our older adults for their past and present contributions and encourages our older residents to remain in the mainstream of life as they continue to play a vital role in our society, and particularly in our local community.

NOW, THEREFORE, I, Scott McDonald, Mayor of the Borough of Washington do hereby proclaim **May 2011** as

OLDER AMERICANS MONTH

IN WITNESS WHERE OF, I have hereunto set my hand this 3rd day of May in the year of our Lord, two thousand eleven.

Heyer, Gruel & Associates – Highlands Plan Conformance Process

Mr. Gleitz from Heyer and Gruel stated that he was here this evening to discuss the Plan Conformance Process with Council. He stated that previously the Governing Body chose not to participate in the Highlands Plan Conformance Process and recently correspondence was received from the Highlands Council regarding the closing of the grant for plan conformance. Heyer and Gruel wanted to take this opportunity to outline the benefits of participating in Plan Conformance with Highlands prior to closing of the grant period. Mr. Gleitz stated this \$100,000 grant does not require matching municipal funds. The goal of the plan conformance process is for municipalities to bring their Master Plans in line with the Regional Master Plan. There is no obligation on the Borough's part to conform with the Highlands Plan even if the Borough participates in the Plan Conformance Process. Benefits of participating include: updating of Master Plan and Zoning Ordinances, addressing water allocation issues, participation can potentially help the Borough in the implementation of the Redevelopment Plan. Councilman Boyle asked why Heyer and Gruel wants the Council to reconsider. Mr. Gleitz stated it is just a reminder that the money is still available if Council wishes to pursue this opportunity. Councilman Boyle asked who would approve the plan. Mr. Gleitz stated that once all the deliverables have been met, the Governing Body would approve the plan. The Governing Body would receive a report from the Highlands Council. Councilman Higgins stated he does not see the need for this. Councilman Torres asked if this would help or hinder the Borough with the DEP. Mr. Gleitz stated that if the Borough conforms the Highlands Council helps with bureaucracy and legal issues should they arise. Councilman Boyle states this creates more restrictions and does not help bring businesses to the Borough.

Mayor McDonald asked Council if they would like to move forward and participate. No Motion was made.

MINUTES

Motion made by Boyle, seconded by Jewell to approve the minutes from the Regular meeting of April 19, 2011.

Ayes: 7, Nays: 0
Motion Carried

CORRESPONDENCE

Business Improvement District – Town Wide Yard Sale
Business Improvement District – Financial Report
Recreation Committee – Volunteer Days

Motion made by Higgins, seconded by Gleba to receive and file the correspondence.

Ayes: 7, Nays: 0
Motion Carried

Motion made by Higgins, seconded by Jewell to approve the dates of the Town Wide Yard Sale and waive the fee.

Ayes: 7, Nays: 0
Motion Carried

Councilman Higgins noted the Volunteer Days at the Borough Park and Pool will be May 19th, 20th, and 21st from 9:00 p.m. to 5:00 p.m. The Recreation Committee is requesting this be sent in an email blast every Friday and the Wednesday prior to the event. Councilman Higgins motioned for the email notifications to be sent out, seconded by Councilman Valentine.

Ayes: 7, Nays: 0
Motion Carried

AUDIENCE

Mayor McDonald opened the audience portion of the meeting.

Ms. Edna Detlafs from Fisher Avenue asked if she needed to bring her own tools to help at the Borough Park and Pool. Ms. Uporsky from the Recreation Committee stated that the Committee has everything needed.

Bob Del Elba 86 West Stewart Street

Mr. Del Elba stated that it is great news that the Borough has received approval from the State to move forward with the forensic audit. He asked Council to vote on the contract this evening. Manager Phelan stated the Council will need to discuss the contract in Executive Session, a certification of funds must be done, and the Council will be able to vote on the contract at their next meeting. Councilman Higgins asked Mayor McDonald if Mr. Del Elba would be able to participate in Executive Session as a member of the Audit Committee. Council agreed.

Rich Thompson 241 Belvidere Avenue

Mr. Thompson asked the Governing Body members to recognize members of the Emergency Squad for saving his life in March when he suffered a massive heart attack. Without the members of the squad who were on call that evening, he would not be here today. Mayor McDonald stated that he will work with the Emergency Squad to honor and recognize the members who saved his life. Mayor McDonald and Council are glad that Mr. Thompson is doing well and recovering.

Hearing no further comments motion made by Jewell, seconded by Valentine to close the audience portion of the meeting.

Ayes: 7, Nays: 0
Motion Carried

ORDINANCES

None

REPORTS:

Motion was made by Boyle, seconded by Torres to receive and file the following reports:

1. Managers Reports (redacted version)

Councilman Boyle asked the status of the court procedures; specifically the filling out of affidavits in order to avoid having to appear in court on certain matters. Manager Phelan stated he has spoken with Judge Palmer and this is something that is currently done. However; we do want this information to be available to our residents and specific wording on the procedure is needed from the Judge that presides of Warren County.

Ayes: 7, Nays: 0
Motion Carried

COMMITTEE REPORTS:

Subcommittee Committee

Councilman Torres asked the Borough Manager if any surveys had been received. Manager Phelan stated no. Councilman Torres requested the forms stay on the website

and to let people know that the Borough is looking for volunteers. Council determined there are several committees that are needed. The following are the Council Committees for 2011.

Streets and Roads – Boyle, Jewell
Sewer Committee – McDonald, Higgins, Boyle
Policy and Goals – Gleba, Torres, Valentine
Website/Technology – Gleba, Torres, McDonald

Councilwoman Gleba suggested each committee come up with objectives for 2011.

Motion made by Torres, seconded by Gleba to approve the Committees.

Ayes: 7, Nays: 0
Motion Carried

OLD BUSINESS

Recreation Commission Ordinance Discussion

Mayor McDonald stated several versions of the Ordinance have been drafted. The goal tonight is to discuss the outstanding issues and then be able to provide an Ordinance to Council that the Council can vote on.

Ms. Uporsky, Recreation Chairwoman, stated she had met with the subcommittee committee in regards to the Ordinance proposal and also met with the Recreation Committee. The Recreation Committee has provided their recommendations to Council for their consideration this evening as well.

Councilman Torres suggested the Council go through the worksheet that had been provided to them. The Council and Recreation Committee agreed to 7 commissioners and 2 alternates. The Council and Recreation Committee also agreed to a residency requirement for commissioners. The commissioners will be appointed by the Mayor with consent of Council. The terms of the commissioners will be for five years. However; terms will be staggered upon the formation of the commission. Upon vacancy of an appointment, the vacancy will be filled for the unexpired term with an alternate. A commissioner can be removed from office for moral turpitude. The officers of the commission will be elected from within. The commission will meet at least once a month. A separate website does not need to be maintained.

After discussion it was determined that the hiring and supervision of the Recreation Director would be done by the Recreation Commission. The Recreation Director will be a part time position for now due to budgetary constraints.

The Commission, once formed, will address any other issues through their bylaws.

NEW BUSINESS

Selection of Council Members to Attend Defeated School Budget Meeting

Councilman Higgins, Councilman Boyle, and Councilman Valentine will represent the Borough of Washington at the May 9th Warren Hill Regional School Board Budget meeting.

Resolution 82-2011 Redemption of Tax Certificate

Resolution 82-2011 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 7, Nays: 0
Motion Carried

RESOLUTION # 82-2011

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 December 4, 2008 to US Bank-Cust/Sass Muni V dtr, TLSG- 2 Liberty Place, 50 South 16th St-Ste 1950, Philadelphia, PA 19102, in the amount of \$6,673.27 for taxes or other municipal liens assessed for the year 2007 in the name of Lum. Arthur E, as supposed owners, and in said assessment and sale were described as 82 West Johnston St, Block 15 Lot 25, which sale was evidenced by Certificate #08-00442; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 4-19-11 before the right to redeem was cut off, as provided by law, HSBC claiming to have an interest in said lands, did redeem said lands claimed by U.S. Bank-Cust/Sass Muni V dtr by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$36,770.42, which is the amount necessary to redeem Tax Sale Certificate #08-00442.

NOW THEREFORE BE IT RESOLVED, on this 3rd day of May, 2011 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/Sass Muni V dtr, TLSG- 2 Liberty Place, 50 South 16th St-Ste 1950, Philadelphia, PA 19102, in the amount of **\$36,770.42**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 15 Lot 25 from the tax office records.

VOUCHERS

Mayor McDonald entertained a motion to approve the payments and vouchers in the amount of \$ 1,576,651.80.

Motion made by Higgins, seconded by Torres and approved.

Roll Call: Torres, McDonald, Boyle, Higgins, Valentine, Jewell, Gleba – Yes
Jewell – abstain from EMS and Fire Department vouchers
Gleba – abstain from Finelli Consulting Engineers vouchers
Higgins – abstain from Fire Department vouchers

Ayes: 7, Nays: 0

Abstain: 3 (Jewell – EMS, Fire, Gleba – Finelli, Higgins - Fire)

Motion Carried

RECAP

Manager Phelan stated he will inform the Highlands Council of the Borough's decision not to participate in plan conformance. He will provide the volunteer days information to the webmaster for the email alerts. He will incorporate the changes to the Recreation Ordinance.

COUNCIL REMARKS

Councilman Torres thanked Mr. Del Elba for his hard work in making the forensic audit a reality.

Councilman Jewell also thanked Mr. Del Elba.

Councilman Boyle asked if there was an update to the potential shared service for vehicle maintenance. Manager Phelan stated he would have more information after Washington Township completes their budget process.

Councilwoman Gleba noted that in the Recycling News newsletter they list the newly certified recycling coordinators. She stated she has checked with Manager Phelan and we do have a recycling coordinator and they will be certified very soon.

Councilman Valentine stated he was happy to hear the Borough received approval to do the forensic audit as well. He also stated he is disappointed that the Council chose not to move forward with Plan Conformance Process with the Highlands Council. He believes that we have missed an opportunity.

Councilman Higgins asked what the railroad ties are treated with because the children will play on them. Manager Phelan will need to find out. Councilman Higgins asked about the Borough refinancing our debt. Manager Phelan stated that we check constantly

to see if we qualify for refinancing. The Borough does not qualify for refinancing of the debt at this time. Councilman Higgins also asked about the sale of excess Borough equipment. Manager Phelan stated it will take place over the summer. Councilman Higgins stated on a personal note he would like to thank the United States Navy Seals for a job well done.

Mayor McDonald also thanked the US Navy Seals as well.

Mayor McDonald entertained a motion to enter Executive Session after a ten minute recess.

Motion made by Higgins, seconded by Torres.

Ayes: 7 Nays: 0

Motion Carried

Council entered Executive Session at 10:10 p.m.

Councilman Jewell excused himself from the remainder of the meeting.

83-2011

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 purchase, 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: Forensic Audit Services/Parking Lot – Business Improvement District _____ 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.

Council exited Executive Session at 11:05 p.m.

Hearing no further business, a motion was made by Higgins, seconded by Torres, to adjourn the meeting at 11:05 pm.

Ayes: 6, Nays, 0
Motion Carried.

Mayor Scott McDonald

Kristine Blanchard, Borough Clerk



MANAGERS WEEKLY REPORT
5/6/11

The April YTD Reports have been posted to the website.



HIGHWAY DEPARTMENT
OVERVIEW FOR APRIL 2011

Several storm drains were repaired in the month of April this included; one on the corner of Prospect Avenue and Jefferson Avenue, One on Broad Street and one located on 44 Willow Street.

We also performed maintenance on our wood chipper in preparation for the brush collection that commenced on the 18^h of the month. The brush was plentiful and it had taken our entire crew the week to perform.

The street sweeper was also up and running these streets included; Alvin Sloan Avenue, Lambert Street, Broad Street, Belvidere Avenue, Washington Avenue, Independence Street, Green Street, Davis Street, Carlton Avenue, Warren Street, Stewart Street, Johnston Street, State Street, North Lincoln Avenue, Grand Avenue, Prospect Avenue, Wayne Street and Miller Street.

We also managed to do some roadway patching this included; Prospect Street, Cherry Street, Jackson Avenue, Myrtle Avenue, James Street and Oshea Street.

We also performed summer maintenance on the park mowing equipment so they would be ready for the up and coming summer season.

The Borough Hall and the Library were mowed for a total of two times this month.

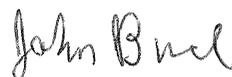
One man was assigned to spreading mulch along the railroad bank located at the Borough Park. One man was assigned to delivering and distributing railroad ties to the Borough Park to aid in parking. Two men were assigned to delivering and setting up the trash pump to start pumping the pool.

One man was assigned to setting up and taking down the election booths.

One man was assigned to custodial duties at the Borough Hall as the custodian was out for medical reasons.

Some of my goals I would like to perform in the up and coming months include; helping the park get ready for their upcoming season, road repair, storm drain repair, road sign repair and keeping up with mowing the Borough property.

Respectfully submitted,



John Burd
Supervisor Streets

Date: 05/03/2011

To: Richard Phelan

From: John Burd

4/08/11

One man was assigned to street sweeping and the streets he completed are as follows: Washington Avenue, Belvidere Avenue, Broad Street, North Lincoln Avenue, Church Street, Grand Avenue and Borough Hall and Fire Hall lots. Two men were assigned to setting up the pump at the Park Pool. One man was assigned to picking up the mowers at the Park and getting them ready for service. Two men were assigned to patching the roadways this included; Jackson Avenue, Lincoln Avenue, Myrtle Avenue, James Street, and Oshea Street. One man was assigned to cleaning the Borough Hall in the absence of the normal custodian.

4/11/11

One man was assigned to do maintenance on the lawn equipment located at the park. Two men were assigned to moving items from the old shop and relocating them to the new shop location this includes; plow blades, paint supplies, cement and office supplies. Two men were assigned to installing clean up after your dog signs located at Vera Field. Two men were assigned to repairing a storm drain located on McDonald Street. One man was assigned to street sweeping this included; Green Street, Davis Street, Prospect Street, McDonald Street, Miller Street and North Lincoln Avenue.

4/18/11

Brush collection had commenced the brush was plentiful and had taken the week to perform.

4/25/11

One man was assigned to mowing the Borough Hall and the Library Grounds. Two men were assigned to storm drain repair one located at the intersection of Prosper Way and Jefferson Street and one located at 44 Willow Street and one located on Broad Street close to the intersection of Youmans Avenue. One man was assigned to street sweeping

this included; Carlton Avenue, Warren Street, Stewart Street, Johnston Street, State Street and Alvin Sloan Avenue along with Lambert Street. With the heavy rain we received this week we also took some time to clean storm drain tops and remove debris from the Mill Pond area.

5/02/11

Some of my goals that I would like to accomplish this week is help the Park get ready for the up and coming season, storm drain repair and road repair.

Respectfully Submitted,



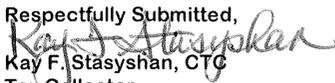
John Burd
Supervisor Streets.

Chief Financial Officer's Expenditure Report April 2011

	Expenditure Subtotals		Expenditure Totals
EXPENDITURES:			
Voucher & Claims List 4/05/11			
Current Fund 01-Reserve Year Expenditures	10,945.38		
Current Fund 01-Current Year Expenditures	689,813.91		
Total Current Fund			700,759.29
MSU Fund 05-Expenditures	73,671.40		
Total MSU-Fund 05			73,671.40
Animal Control Trust Fund 12-Expenditures			1,252.16
Other Trust Fund 14-Expenditures			1,744.27
Recreation Trust Fund 16-Expenditures			370.00
Operating Fund Total			777,797.12
Voucher & Claims List 4/19/11			
Current Fund 01-Current Year Expenditures	591,819.75		
Federal & State Grant Fund 02-Expenditures (Shade Tree Com)	7,000.00		
Total Current Fund			598,819.75
MSU Fund 05-Expenditures	61,717.99		
Total MSU-Fund 05			61,717.99
Animal Control Trust Fund 12-Expenditures			957.88
Recreation Trust Fund 16-Expenditures			2,239.25
Unemployment Trust Fund 18-Expenditures:			
-1st Quarter SUI/SDI			4,834.06
Operating Fund Total			668,568.93
Adjustments:			
<u>Payroll Entries for March:</u>			
Chk#4088 & #4089 (3/11/11 Current Acct.)			<44,972.18>
3/15/11 Payroll on V&C List 4/05/11			
Chk#4124 & #4125 (3/29/11 Current Acct.)			<45,069.99>
3/31/11 Payroll on V&C List 4/05/11			
<u>Payroll Entries for April:</u>			
Chk#4206 & #4207 (4/26/11 Current Acct.)			43,055.21
4/30/11 Payroll on V&C List 5/03/11			
<u>March Wire Transfers:</u>			
January Health Benefits (3/17/11 Current Acct.)			<15,551.62>
V&C List 4/05/11			
2010 TAN Interest on V&C List 4/19/11			<34,999.99>
2001 Gen Bonds Principal on V&C List 4/19/11			<195,000.00>
2001 Gen Bonds Interest on V&C List 4/19/11			<27,461.25>
2010 BAN Principal on V&C List 4/19/11			<57,267.95>
TOTAL OPERATING FUND EXPENDITURES			1,069,098.28
GROUP FUND ESCROW-FUND 13			
Voucher & Claims List 4/05/11			8,822.53
Voucher & Claims List 4/19/11			3,159.13
Total Group Fund Escrow			11,981.66

Tax Collector's Current Fund Revenue Report 2011

<u>REVENUE</u>	<u>APRIL 2011 REVENUE</u>	<u>REVENUE YEAR TO DATE</u>
2009 Real Estate Property Tax	0.00	0.00
2010 Real Estate Property Tax	42,808.54	196,360.28
2011 Real Estate Property Tax	1,336,143.52	5,330,020.20
2012 Real Estate Property Tax	0.00	0.00
6% Year-End Penalty	0.00	4,093.64
Interest and Costs on Taxes	5,007.43	21,407.49
Special Charges for Labor Liens	0.00	284.50
Borough Clerk	2,325.50	24,855.12
Registrar	0.00	2,616.00
Public Library Fees	0.00	30.00
Investment Interest/Investment Account Interest	314.80	1,701.94
Tax Print-Out Copies	0.05	0.05
Tax Search	0.00	20.00
Return Check Fee	25.00	50.00
Subdivision Fee	0.00	0.00
Duplicate Bill Fee	18.00	30.00
Variance Fee	250.00	250.00
Landlord/Tenant Reg. Fee	125.00	1,625.00
CO Letters-Landlord/Tenant Fee	150.00	300.00
Zoning Application Fees	275.00	775.00
Fire Prevention Bureau Fees	927.00	2,249.00
Municipal Court	8,123.53	28,877.75
Redemption O/L	36,770.42	58,366.25
Municipal Lien Redemption	0.00	0.00
Tax Sale Premiums	0.00	0.00
Tax Sale Ad Fee	0.00	0.00
Petty Cash Reimbursement	0.00	0.00
Soil Erosion Fee	0.00	0.00
Site Plan Fee	0.00	0.00
Supplemental Energy Receipts	0.00	0.00
CMPTRA	0.00	0.00
Energy Receipts	0.00	0.00
NJ Balanced Housing Program	0.00	0.00
Veteran/Senior Citizen State Subsidies	0.00	0.00
CFMP(Green Community Grant)	0.00	0.00
Recycling Tonnage Grant	0.00	8,074.01
Cool Cities Grant	0.00	0.00
Small Cities State Grant	0.00	0.00
Smart Growth Grant	0.00	0.00
Div of Fire/Safety LEA Rebate	0.00	0.00
MC-Restitution	0.00	0.00
State Aid Hwys	0.00	0.00
WT-General Bonds Proceeds	0.00	0.00
WT-BAN Proceeds	0.00	0.00
Extraordinary Aid	0.00	0.00
Highland Regional Master Plan-RMP Compliance Aid	0.00	0.00
Library State Aid	0.00	0.00
MC- Div of Motor Vehicle Fines	0.00	597.00
Municipal Alliance-WC Freeholders	0.00	3,058.00
Clean Communities Grant	0.00	0.00
Appropriation Refund	0.00	415.00
TAN Proceeds	0.00	2,002,740.00
Sewer Charges combined with Taxes	0.00	0.00
Interfunds	0.00	2,651,260.18
MRNA-Fr Twp of Washington for Reimbursement of Crossing Guards	14,355.73	18,234.53
BSF State Grant Reimbursement-State Forestry Svcs	7,000.00	7,000.00
TOTAL REVENUE	1,454,619.52	10,365,290.94

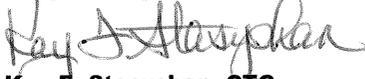
Respectfully Submitted,

 Kay F. Stasyshan, CTC
 Tax Collector

Prepared by: Kay F Stasyshan
 May 10, 2011

Tax Collector's Sewer Fund Revenue Report 2011

<u>REVENUE</u>	<u>APRIL 2011 REVENUE</u>	<u>REVENUE YEAR TO DATE</u>
2005 Sewer Receipts (From Bankruptcy)	0.00	0.00
2006 Sewer Receipts(From Bankruptcy)	68.66	68.66
2007 Sewer Receipts(From Bankruptcy)	0.00	0.00
2008 Sewer Receipts(From Bankruptcy)	0.00	0.00
2009 Sewer Receipts(From Bankruptcy)	0.00	91.46
2010 Sewer Receipts	8,016.52	107,752.69
2011 Sewer Receipts	36,960.01	600,154.67
2012 Sewer Receipts=	89.21	102.99
Interest and Costs on Sewer	489.24	3,600.67
Interest earned on Checking Account	120.52	417.00
Discharge Test	0.00	0.00
Reserve Capacity Receipts	0.00	9,021.48
Connection Fees	653.76	2,614.74
Industrial/Commercial Fees	0.00	9,886.65
Duplicate Bill Fee	0.00	0.00
Return Check Fee	0.00	0.00
 TOTAL REVENUE	 46,397.92	 733,711.01

Respectfully Submitted,



Kay F. Stasyshan, CTC
Tax Collector

Prepared by: Kay F Stasyshan
May 10, 2011

Borough Washington Municipal Court
Monthly Financial Report

Washington Borough	Check #	Description	Current Month	Year to Date
	1037	Tres, Warren County	\$ 2,722.00	\$ 9,545.50
	1038	Tres, Borough of Washington Title 39	\$ 8,043.10	\$ 31,312.27
	1039	Tres, Borough of Washington POAA	\$ 54.00	\$ 136.00
		Tres, State of NJ Judiciary		\$ -
	1041	Tres, County W & M	\$ 450.00	\$ 600.00
	1040	Various Restitution	\$ 5.00	\$ 25.00
		Tres, State of NJ ACH	\$ 5,533.90	\$ 22,391.25
		Over Payments		\$ -
		NJ Dept. of Environmental Protection		\$ -
		Tres, Borough of Washington PD		\$ -
		Tres, State of NJ W & M		\$ -
		Tres, Borough of Washington, non-cashed checks		\$ -

Month: April 2011
Respectfully Submitted: Jerilyn Harris C.M.C.A.

Borough of Washington Municipal Court
 Monthly Meeting

Category	Year to Date	
<u>Added:</u>		
DWI	1	1
Moving	80	323
Parking	54	350
Indictable	4	25
Disorderly Person	22	50
All Other	27	111
<u>Disposed:</u>		
DWI	0	6
Moving	90	346
Parking	70	303
Indictable	2	23
Disorderly Person	18	78
All Other	27	137

Month: April 2011
 Respectfully Submitted: Jerilynn Harris C.M.C.A.

Wednesday, May 11, 2011
3:35:04 PM

Issues by Assigned To

Status	Title	Due Date	Priority	Category	Opened By	Opened Date
Resolved	Don Henry	24-Apr-11	(2) Normal	Pot Holes	Debbie Smolar	21-Apr-11
Active		13-May-11	(2) Normal	Pot Holes	Debbie Smolar	10-May-11
Issue Count: 0						
Status	Title	Due Date	Priority	Category	Opened By	Opened Date

Resolved	John Burd	07-Jan-11	(2) Normal	Garbage Issues	Debbie Smolar	05-Jan-11
Resolved		25-Feb-11	(2) Normal	Signs	Debbie Smolar	22-Feb-11
Resolved		04-Apr-11	(2) Normal	Special Detail	Debbie Smolar	28-Mar-11
Resolved		08-Apr-11	(1) High	Pot Holes	Debbie Smolar	05-Apr-11
Resolved		08-Apr-11	(1) High	Catch Basin	Debbie Smolar	08-Apr-11
Resolved		18-Apr-11	(1) High	Special Detail	Debbie Smolar	18-Mar-11
Resolved		21-Apr-11	(2) Normal	Pot Holes	Debbie Smolar	19-Apr-11
Resolved		21-Apr-11	(1) High	Pot Holes	Debbie Smolar	19-Apr-11
Resolved		29-Apr-11	(2) Normal	Street Cleaning	Debbie Smolar	29-Apr-11
Resolved		02-May-11	(1) High	Signs	Debbie Smolar	29-Apr-11
Resolved		03-May-11	(2) Normal	Pot Holes	Debbie Smolar	29-Apr-11

03-May-11 (1) High
 04-May-11 (2) Normal
 04-May-11 (1) High
 10-May-11 (2) Normal
 11-May-11 (2) Normal

Catch Basin
 Storm Damage
 Special Detail
 Street Cleaning
 Branches

Debbie Smolar
 Debbie Smolar
 Debbie Smolar
 Debbie Smolar
 Debbie Smolar

02-May-11
 02-May-11
 02-May-11
 06-May-11
 09-May-11

Issue Count: 0
 Title
 Due Date Priority Category Opened By Opened Date

Michael Stone

08-Apr-11 (1) High
 Garbage Issues
 Debbie Smolar
 08-Apr-11

Issue Count: 0

Resolved

Issues Details

Wednesday, May 11, 2011

3:35:22 PM

Issue 357

Assigned To:	John Burd	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 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.

2/22/11 Per Mike the DPW will be cleaning this property up and their will be a labor lien placed on the property.

This is now being turned over to DPW. The property is in probate

3/10/11: Per Mike he is working with the DPW to get it cleaned up

4/8/11: Per John Burd this is done.

Issue 373

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Signs
Opened Date	22-Feb-11	Priority	(2) Normal
		Due Date	2/25/2011

John, someone came in to advise that the street sign for Hann is down.

Please advise Manager's Office when this is replaced.

Thank you,

Debbie

4/8/11: Per John Burd this is done

Issue 387

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Special Detail
Opened Date	18-Mar-11	Priority	(1) High
		Due Date	4/18/2011

John, per Rich during the week of April 18, 2011, you will need to supply 2 drivers to assist the Community Garden with manure delivery from a Township farmer who will be donating it. Please contact Laurie Finnegan at 908-689-3505 to schedule pick-up and delivery.

If you have any questions please see Rich. When this request is done please advise the Manager's Office.

Thank you,

Debbie

5/3/11: Per John Burd this is done.

Issue 388

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Special Detail
Opened Date	28-Mar-11	Priority	(2) Normal
		Due Date	4/4/2011

John, per Rich please conduct the quarterly HVAC inspection in accordance with the Borough's Indoor Air Quality Program.

Please see Rich for the Inspection Log.

Thank you,

Debbie

4/8/11: Per John Burd this is done.

Issue 389

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	05-Apr-11	Priority	(1) High
		Due Date	4/8/2011

John, per Rich there are potholes that need repair ASAP they are the following:

Green Street off of Belvidere Ave.
66 Park Ave.

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

Thank you,
Debbie

4/6/11: Per John Burd the above is done as well as Youmans Ave. potholes and South Lincoln Ave. potholes and Vanatta Street. All have been patch.

Issue 390

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Catch Basin
Opened Date	08-Apr-11	Priority	(1) High
		Due Date	4/8/2011

John, per Rich please check out a catch basin located behind Warren Hills Memorial Home by McDonald Street. Rich Maguire called this in stating that the basin is failing. If you have any questions regarding the exact location please call Rich Maguire on his cell. The cell number is 908-619-5749.

Thank you,

Debbie

I spoke to John Burd and he will check it out.

5/6/11: Per John Burd this is done.

Issue 391

Assigned To:	Michael Stone	Status	Resolved
Opened By:	Debbie Smolar	Category	Garbage Issues
Opened Date	08-Apr-11	Priority	(1) High
		Due Date	4/8/2011

Mike, I rec'd a complaint concerning 61 State Street the landlord put all garbage stickers on carpet, light bulbs, wood, etc in garbage bags along the side of the building. Please contact the Landlord and advise the Manager's Office when this is done. The Block is 10.02 and Lot 2 Mr. Rizza.

Thank you,

Debbie

Issue 392

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	19-Apr-11	Priority	(2) Normal
		Due Date	4/21/2011

John a complaint came in by phone from a resident who lives at 101 Park Ave. He claims that there are pot holes to the corner at Park Ave. and Railroad Ave. that needs repair.

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

Thank you,

Debbie

5/3/11: Per John Burd this was done.

Issue 393

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	19-Apr-11	Priority	(1) High
		Due Date	4/21/2011

John, a woman left a message with no name stating that there is a huge pot hole in front of 25 W. Johnston St. and also that around the corner there is a huge piece of concrete from the curb that needs to be picked up. Please repair the pot hole ASAP as well as picking up pieces of the curb and advise the Manager's Office when this is done.

Thank you,

Debbie

4/19/11: Per John Burd they filled in the pothole and it was not that big. He will talk to Rich concerning the concrete in front of the Church.

5/3/11: Per John Burd this is done.

Issue 394

Assigned To:	Don Henry	Status	Resolved
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	21-Apr-11	Priority	(2) Normal
		Due Date	4/24/2011

Don, a resident called in from 119 McDonald Street concerning a pot hole that is in the middle of the street and is getting bigger.

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

Thank you,

Debbie

Per John Burd this was done on 4/27/11.

Issue 395

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Signs
Opened Date	29-Apr-11	Priority	(1) High
		Due Date	5/2/2011

John, I received a phone call concerning the street sign at East Johnson St. at the end of Taylor St. They are claiming the sign is almost off. This needs to be repair ASAP as this sign says "Do Not Enter".

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

Thank you,

Debbie

4/29/11 : 2:00 pm Don Henry called in to advise new bolts were placed on the sign to keep it in place.

Issue 396

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Street Cleaning
Opened Date	29-Apr-11	Priority	(2) Normal
		Due Date	4/29/2011

John, per Rich please have Alvin Sloan and Lambert Street cleaned today and advise the Manager's office when this is done.

Thank you,
Debbie

4/29/11 at 1:30 pm Don Henry called in to advised that the above streets have now been cleaned.

Issue 397

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	29-Apr-11	Priority	(2) Normal
		Due Date	5/3/2011

John, a resident came in today to advise that there are numerous pot holes on Hann Street.

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

Thank you,

Debbie

5/6/11: Per John burd this is done.

Issue 398

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Storm Damage
Opened Date	02-May-11	Priority	(2) Normal
		Due Date	5/4/2011

John, Ms. Cooper from 28 Fisher Ave. called in storm damage. There are tree branches that need to be picked up. Eventually her tree was damaged from the storm and had to be taken down.

Please remove the branches in the alley and advise the Manager's office when this is done. Ms. Cooper's number is 908-835-1411.

Thank you,

Debbie

5/6/11: Per John Burd this is done.

Issue 399

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Catch Basin
Opened Date	02-May-11	Priority	(1) High
		Due Date	5/3/2011

John, please repair the catch basin located at the end of the cul-de-sac on McDonald street. Before any work commences, please see Rich for specifics as there may be private property involved.

Thank you,

Debbie

5/11/11: Per Don Henry this is done.

Issue 400

Assigned To:	John Burd	Status	Active
Opened By:	Debbie Smolar	Category	Special Detail
Opened Date	02-May-11	Priority	(1) High
		Due Date	5/4/2011

John, please repair the roadway directly in the alley behind the Warren Hills Memorial Home.

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

Thank you,

Debbie

Issue 401

Assigned To:	John Burd	Status	Active
Opened By:	Debbie Smolar	Category	Street Cleaning
Opened Date	06-May-11	Priority	(2) Normal
		Due Date	5/10/2011

John, a resident came in and requested that Gibson Place be swept and the drains be cleaned.

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

Thank you,

Debbie

Issue 402

Assigned To:	John Burd	Status	Resolved
Opened By:	Debbie Smolar	Category	Branches
Opened Date	09-May-11	Priority	(2) Normal
		Due Date	5/11/2011

John, Mrs. White from 41 Flower Ave. called in claim branches were not picked up. Please pick up the branches and advise the Manager's office when this is done. Ms. White's number is 908-835-8016.

Thank you,

Debbie

5/9/11: Don Henry took care of this.

Issue 403

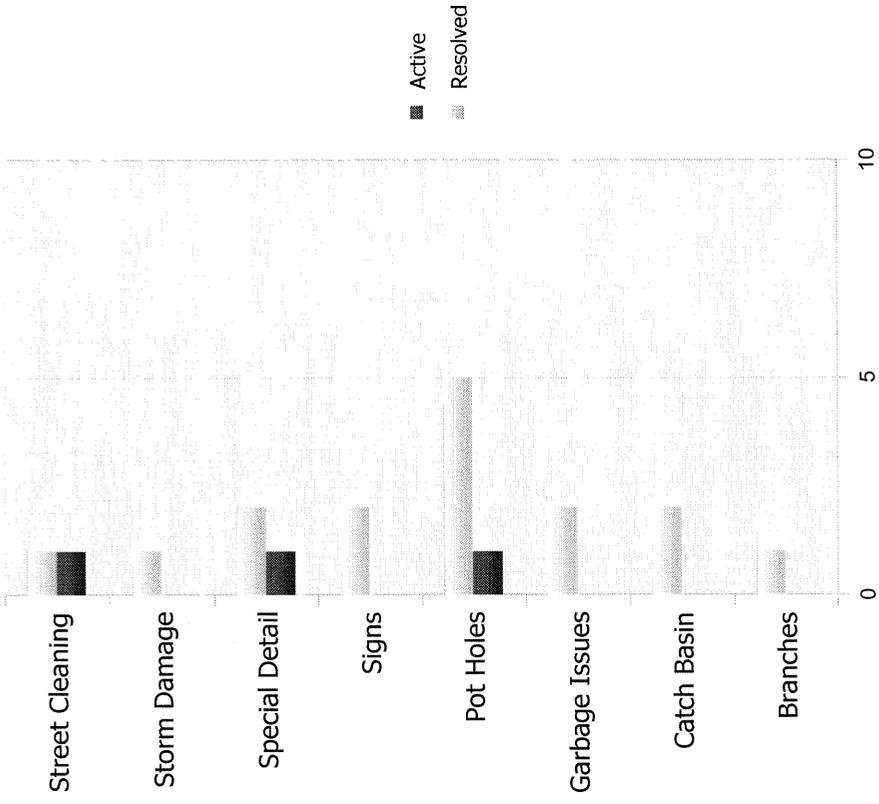
Assigned To:	Don Henry	Status	Active
Opened By:	Debbie Smolar	Category	Pot Holes
Opened Date	10-May-11	Priority	(2) Normal
		Due Date	5/13/2011

Don, a resident came in to complain about the pot holes that are in Ophelia Street. Please repair the holes and advise the Manager's office when this is done.

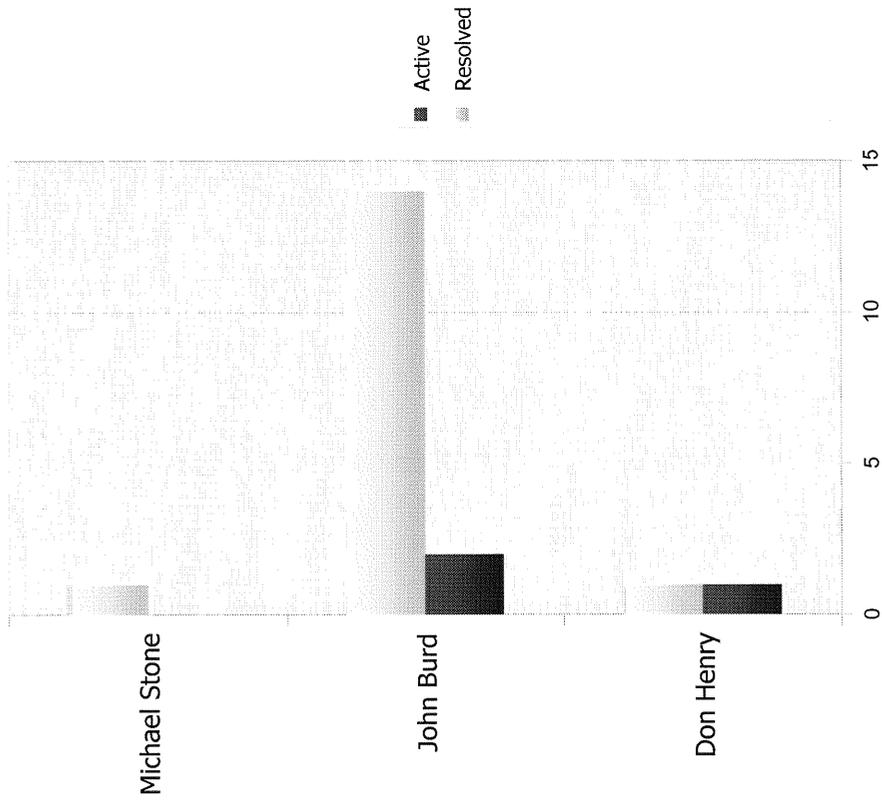
Thank you,

Debbie

Issues by Category



Issues by Assigned To



BOROUGH OF WASHINGTON
WARREN COUNTY
ORDINANCE # _____ 2011

RESTRUCTURING RECREATION SERVICES

WHEREAS, the Mayor and Council have determined that it would be in the best interests of the Borough to restructure the manner in which it handles recreational services by creating a Board of Recreation Commissioners to replace the current advisory Recreation Committee;

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

Section 1. Article VIIIA, including Sections 3-55.1 through 3-55.7 of Chapter 3 of the Code of the Borough of Washington is repealed in its entirety.

Section 2. A new Article VIIIA of Chapter 3 of the Code of the Borough of Washington entitled "Board of Recreation Commissioners" is hereby created as follows:

§ 3-55.1. Establishment.

- A. Pursuant to the provisions of N.J.S.A. 40:12-1 and 40:12-1.1, there is hereby established a Board of Recreation Commissioners to consist of seven residents of the Borough and two alternate members, who shall also be residents of the Borough.
- B. Alternate members may participate in discussions of the proceedings but may not vote except in the absence or disqualification of a regular member of the Board of Recreation Commissioners. A vote shall not be delayed in order that a regular member may vote instead of an alternate member. In the event that a choice must be made as to which alternate member is to vote, Alternate No.1 shall vote.
- C. No alternate member shall be permitted to act on any matter in which the alternate member has either directly or indirectly any personal or financial interest. An alternate member may, after public hearing, if he or she requests one, be removed by the governing body for cause.
- D. There shall be a minimum of one (1) but no more than two (2) members of the Borough Council that shall serve as liaisons to the Board of Recreation Commissioners. They shall be permitted to participate in all meeting of the Board, but shall not have the ability to vote.

§ 3-55.2. Appointment of members.

The Mayor shall nominate and, by and with the advice and consent of the Council, shall appoint all members of the Board of Recreation Commissioners in the manner provided by law for the appointment of Borough Officers.

§ 3-55.3. Terms; vacancies

- A. All members of the Board of Recreation Commissioners shall be appointed for a period of five years and until their successors are duly appointed and qualified; provided, however, that, in the case of the initial appointment of members of the Board, the initial terms shall be for periods of one, two, three, four and five years, respectively, with two members having initial terms of one year and two members having initial terms of two years.
- B. Vacancies occurring in the membership of the Board shall be filled by the Mayor with the advice and consent of the Council.
- C. Alternate members shall be designated at the time of appointment as "Alternate No. 1" and "Alternate No. 2." The length of the terms of the alternate members shall be the same as the length of the terms of the regular members of the Board of Recreation Commissioners. In the case of initial appointment of the alternate members, the initial term for Alternate No. 1 shall be five years and Alternate No. 2 shall be four years.
- D. A vacancy occurring otherwise than by expiration of term for regular and alternate members shall be filled by the governing body for the unexpired term only.
- E. Members appointed to the Board of Recreation Commissioners shall receive no compensation.
- F. All members shall be of good moral character and may be removed from their post for a crime of moral turpitude. As is the case with appointment of members, all removals shall be made at the request of the Mayor with the consent of the Council.

§ 3-55.4. Powers and duties.

- A. Subject to the general authority of the governing body, the Board of Recreation Commissioners shall have the following powers and duties:
 - (1) To supervise and regulate all parks, playgrounds and recreational areas belonging to the Borough. It shall be the Borough's responsibility to maintain said parks, playgrounds and recreational areas, which includes but is not limited to the municipal pool and surrounding grounds, maintenance and storage facilities, roadway and sidewalks, restrooms, and ball fields.
 - (2) To establish, supervise and regulate the recreation program to meet the recreational needs of the residents of the Borough.
 - (3) To promulgate, adopt and approve such rules and regulations as the Board of Recreation Commissioners shall deem necessary to carry out its purposes and objects, subject to the review and approval of the governing body.
 - (4) To appoint such personnel as may be required to carry out the responsibilities of the Board of Recreation Commissioners for each calendar year.
 - (5) To recommend, in consultation with the Director of Recreation, to the governing body a budget for the operation of the Board of Recreation Commissioners for each calendar year.

- (6) The Board of Recreation Commissioners must abide by all local policies and regulations, including Ordinances, as well as all applicable State statutes. This includes, but is not limited to the Borough Purchasing Manual, Local Public Contracts Law, Local Finance Laws, Civil Service Commission regulations relating to personnel, Open Public Meetings Act, Open Public Records Act, and Government Records Council regulations, as amended.
- (7) The Board of Recreation Commissioners shall hold at a minimum one (1) public meeting per month to discuss and act on items within their authority as dictated in this Ordinance. Said meeting schedule will be established at the first meeting in January of each calendar year. All meetings will be conducted in accordance with the requirements of the Open Public Meeting Act.
- (8) On a monthly basis, the Board of Recreation Commissioners shall provide a detailed accounting of the previous month's activities. Said reports at a minimum include, but not be limited to programs run, revenue received, and expenditures made. From time to time, the Borough Council of the Borough of Washington may require additional information and or reporting requirements that the Board of Recreation Commissioners shall produce.
- (9) To promulgate and adopt bylaws for governing its own affairs, subject to the approval of the Borough Council.

B. The Board of Recreation Commissioners shall, in addition, have such powers and authority as is provided pursuant to N.J.S.A. 40:12-1 through 40:12-15, inclusive, except that the Board of Recreation Commissioners shall not have the authority to acquire lands for public playgrounds and recreation places without the prior authorization of the governing body.

§ 3-55.5. Officers.

The Board of Recreation Commissioners shall have the power to appoint from among its members a Chairperson, who shall be the presiding officer, and such additional officers as the Board may desire, whose terms shall expire on December 31 in the year of appointment or until their successors are elected and qualified. Said appointments shall be made at the first regular meeting in January of each calendar year in accordance with the requirements of the Open Public Meeting Act. Aside from presiding over meetings of the Board of Recreation Commissioners, the Chairperson shall have no additional authority, implied or otherwise.

§ 3-55.6. Termination of powers and duties.

In the event that a court of competent jurisdiction declares that the Board of Recreation Commissioners shall have the power to acquire lands for public playgrounds without the necessity of securing prior authorization therefore by the governing body, this article shall immediately and automatically be repealed, and the powers and duties of the Board of Recreation Commissioners shall be vested in the governing body.

§3-55.7. Director of Recreation

There is hereby created a Director of Recreation who shall be appointed by the Board of Recreation Commissioners. The Director shall serve under the supervision of the Board of Recreation Commissioners as to fiscal affairs, statutory responsibilities related to open public meetings and public bidding of contracts, but shall serve under the supervision of the Recreation Commission as to the day-to-day responsibilities of overseeing Borough recreation services. The Director shall receive such compensation as may be provided for the by Salary Ordinance. The Director shall be responsible for the development and execution of programs and activities for recreation and operation and maintenance of Borough parks and pool, in consultation with the Board of Recreation Commissioners.

§3-55.8. Powers and Duties of Director

The Director shall have the following specific duties:

- A. Take charge of and be responsible for the day to day Recreation activities of the Borough.
- B. Be responsible to the Borough Manager for the development of and adherence to the annual and capital budget, personnel policies and all financial and purchasing policies. The Director shall consult with the Manager in connection with all significant annual and capital budget, personnel policies and all financial and purchasing policies issues.
- C. Hire all recreation employees in consultation with the Recreation Commissioners.
- D. Prepare detailed annual plans and budget recommendations for the maintenance and operation of all parks, playgrounds, pool and facilities for recreation and cultural programs sponsored by the Borough in consultation with the Recreation Commissioners.
- E. Administer and expend departmental funds in accordance with the budget appropriations and ordinances and the financial procedures established by the Manager.
- F. Establish, evaluate and propose, to the extent feasible, programs for every age group population of the Borough, in consultation with the Recreation Commissioners.
- G. Coordinate all volunteer or community group efforts to provide recreational programming as they relate to Borough facilities or calendar in consultation with the Recreation Commissioners.
- H. Attend all meetings of the Recreation Commissioners and respond to direction from the Recreation Commissioners. The Director shall attend, at a minimum, one (1) public meeting per month of the Board of Recreation Commissioners.
- I. Seek out recreation and senior citizen grants and write grant applications, in consultation with the Recreation Commissioners.

§ 3-55.9. When effective.

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.

RESOLUTION # 84-2011

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 Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865, in the amount of \$110.72 for taxes or other municipal liens assessed for the year 2009 in the name of Marchese, James S Jr & Lori A (now Federal National Mortgage Assoc) as supposed owners, and in said assessment and sale were described as 6 Lambert Street, Block 3 Lot 13.04, which sale was evidenced by Certificate #10-00004; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 5-02-11 and before the right to redeem was cut off, as provided by law, Attorney MC Johnston claiming to have an interest in said lands, did redeem said lands claimed by Arthur Frustaci by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$826.11, which is the amount necessary to redeem Tax Sale Certificate #10-00004.

NOW THEREFORE BE IT RESOLVED, on this 17th day of May 2011 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865 in the **amount of \$826.11**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 3 Lot 13.04 from the tax office records.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 17th day of May, 2011.

Roll Call: Ayes:

Nays:

Abstentions:

Kristine Blanchard, RMC
Borough Clerk

cc: Kay F. Stasyshan, Tax Collector
Paula Drake, Accounts Payable Clerk

RESOLUTION # 85-2011

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 October 25, 2007 to Crusader Liens Services, 115 West Avenue, Suite 300, Jenkintown, PA 19046, in the amount of \$6,126.96 for taxes or other municipal liens assessed for the year 2006 in the name of Schmitzer, William & Sharon as supposed owners, and in said assessment and sale were described as 21 Sunrise Terrace, Block 43 Lot 12, which sale was evidenced by Certificate #07-00432; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 5-02-11 and before the right to redeem was cut off, as provided by law, Attorney Ryan-Meyer claiming to have an interest in said lands, did redcem said lands claimed by Crusader Liens Services by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$39,366.68, which is the amount necessary to redeem Tax Sale Certificate #07-00432.

NOW THEREFORE BE IT RESOLVED, on this 17th day of May 2011 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Crusader Liens Services, 115 West Avenue, Suite 300, Jenkintown, PA 19046 in the **amount of \$49,366.68 (\$39,366.68 principal and \$10,000.00 premium).**

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 43 Lot 12 from the tax office records.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 17th day of May, 2011.

Roll Call: Ayes:

Nays:

Abstentions:

Kristine Blanchard, RMC
Borough Clerk

cc: Kay F. Stasyshan, Tax Collector
Paula Drake, Accounts Payable Clerk

Resolution 86-2011
RESOLUTION AMENDING THE 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 for 2011; and

WHEREAS, on January 18 2011, via Resolution 10-2011, the Borough Council of the Borough of Washington awarded this contract under a “fair and open process” that had 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, the Borough Council has a need to increase the amount of the contract with Suburban Consulting Engineers by an additional \$10,000 to account for supplementary Waste Water Engineering projects unknown to the governing body at the time of contract award; and

WHEREAS, the amended amount of the contract will not exceed \$30,000; 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 additional 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 hereby amends the contract 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 (Contract Amendment)

RESOLUTION NUMBER:

BOROUGH COUNCIL MEETING DATE: May 17, 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

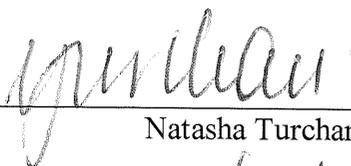
1-05-55-502-000-028

Bond Ordinance

Original Contract Amount - \$20,000.00

Additional Contract Amount to be certified - \$10,000

NEW CONTRACT TOTAL – Not to Exceed \$30,000
Amount


Natasha Turchan, C.F.O.

5/12/11
Date

RESOLUTION #89-2011

A RESOLUTION TO VOID AND REPLACE A CHECK

WHEREAS, check #3898 was written 1/05/11 on Washington Borough's Operating Fund # 8102360230 in the amount of \$4,166.67 and made payable to Gebhardt & Kiefer, P.C., PO Box 4001, Clinton, NJ 08809; and

WHEREAS, the Treasurer's office was made aware that this check was misplaced by the vendor. A written request has been received for a replacement check and a stop payment was placed on check #3898; 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 Borough Treasurer is authorized to void and replace check #3898. A replacement check should be made payable to Gebhardt & Kiefer, P.C., PO Box 4001, Clinton, NJ 08809 in the amount of \$4,166.67.

The above Resolution was moved by _____,

seconded by _____, voted and carried this

17th day of May 2011.

Roll Call: Ayes:

 Nays:

 Abstentions:

Kristine Blanchard, Clerk/RMC

cc: Richard D. Phelan, Borough Manager
 Natasha Turchan, Chief Financial Officer
 Paula Drake, Accounts Payable Clerk

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099
Item Description									Date		Excl
1 C#10-00004 3/13.04 5-17-11			826.11	1-01-55-273-000-000	B Tax Redemptions	A	05/11/11	05/11/11			N
Tracking Id: 3314	Tax Title Lien Redemptions (Exempt)										
REDEMPTION OF C#10-00004 REDEEMED AS OF											
5-17-11 FOR BLOCK 3 LOT 13.04 PER											
RESOLUTION #84-2011											
Vendor Total:			826.11								
BTCO BAKER & TAYLOR COMPANY INC.											
11-00415 04/11/11 Books		B									
8 2/BOOKS WITH BARCODES			26.60	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A	04/11/11	05/06/11		3017034395	N
Tracking Id: 510	Books and other Publications (Non-Exempt)										
11-00418 04/11/11 Books		B									
3 5/BOOKS WITH BARCODES			78.35	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A	04/11/11	05/06/11		3017046859	N
Tracking Id: 510	Books and other Publications (Non-Exempt)										
4 39/RECORDS ON DISK			7.60	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A	04/11/11	05/12/11			N
Tracking Id: 510	Books and other Publications (Non-Exempt)										
5 4/DVD'S			68.92	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A	04/11/11	05/12/11			N
Tracking Id: 510	Books and other Publications (Non-Exempt)										
6 9/BOOKS WITH BARCODES			138.91	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A	04/11/11	05/12/11		3017068587	N
Tracking Id: 510	Books and other Publications (Non-Exempt)										
Vendor Total:			293.78								
BINSKY BINSKY AND SNYDER SERVICES LLC											
11-00488 04/26/11 AC CHILLER START-UP 2011											
1 AC CHILLER START-UP 2011			985.00	1-01-26-310-000-026	B BUILDINGS & GROUNDS Maint Other Equip	A	04/26/11	05/10/11		107648	N
Tracking Id: 2012	HVAC Maintenance (Non-Exempt)										
-START-UP & INSPECTION OF MAIN CHILLER											
UNIT LOCATED AT BOROUGH HALL											
-REPLACEMENT OF STARTER COIL											
QUOTE FROM GARY ERNST (SEE ATTACHED)											

Vendor # Name	PO # PO Date Description	Item Description	Amount	Charge Account	Contract PO Type	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099
								Date	Date	Date		Excl
	Tracking Id: 1330 Equipment Rental - Office Equipment (Non-Exempt)											
	RENTAL											
	Vendor Total: 375.00											
GPU JCP&L	11-00091 01/19/11 JAN-APRIL 2011 TRAFFIC LIGHTS			B								
	27 3/26-4/26/11 RT57 & PROSPECT	40.69	1-01-31-435-000-100	B	TRAFFIC LIGHTS	Traffic Lights	A	01/19/11	05/12/11			N
	Tracking Id: 3611 Utilities - Electric (Exempt)											
	STREET TRAFFIC LIGHTS											
	Vendor Total: 375.00											
	Tracking Id: 1330 Equipment Rental - Office Equipment (Non-Exempt)											
	RENTAL											
	Vendor Total: 836.33											
JIORLE JTORLE'S OFFICE SUPPLIES, INC.	11-00483 04/25/11 COPY PAPER			B								
	1 COPY PAPER - WHT 8 1/2 x11	159.75	1-01-20-100-000-036	B	GENERAL ADMIN	Office Supplies	A	04/25/11	05/06/11		049210	N
	Tracking Id: 2430 Office Supplies (General) (Non-Exempt)											
	Vendor Total: 159.75											
KISTLE KISTLER-O'BRIEN FIRE PROTECTIO	11-00392 03/31/11 HYDRO TESTING OF AIR CYLINDERS			B								
	1 HYDRO TESTING OF AIR CYLINDERS	168.00	1-01-25-255-000-028	B	FIRE DEPT	Contractua SVCS	A	03/31/11	05/06/11		421391	N
	Tracking Id: 3480 Testing/Calibration Equip (Exempt)											
	Vendor Total: 168.00											
MINOLT KONICA MINOLTA	11-00254 02/24/11 JAN-DEC KONICA DI1181 COPIER			B								
	4 MAR KONICA DI181 COPIER RENTAL	31.46	1-01-20-150-000-026	B	TAX ASSESSMENT	Maint Other Equip	A	02/24/11	05/11/11		217734674	N
	Tracking Id: 940 Copier Equipment (Exempt)											
	Vendor Total: 31.46											

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
	Item Description						Date	Date	Date	Excl
LICON	LICON LIGHTING & SUPPLY CO.									
	11-00454 04/20/11 Circuit Breaker									
	1 Circuit Breaker		295.00	T-16-00-858-000-828	B SWIMMING PROGRAM Maintenance & Repairs	A	04/20/11	05/06/11	30150	N
	Tracking Id: 1040 Electrical Equip & Supplies (Exempt)									
	Vendor Total:		295.00							
MGLFO	MGL FORMS-SYSTEMS, LLC									
	11-00503 04/29/11 ANIMAL HOOKS FOR LICENSES									
	1 ANIMAL HOOKS FOR LICENSES		49.00	T-12-00-850-000-104	B Animal - Licenses - Others	A	04/29/11	05/06/11	97630	N
	Tracking Id: 214 Animal Control Supplies (Non-Exempt)									
	Vendor Total:		49.00							
NJFORE	NEW JERSEY FOREST SERVICE									
	11-00440 04/14/11 98 SEEDLINGS FOR ARBOR DAY									
	1 98 SEEDLINGS FOR ARBOR DAY		20.00	1-01-26-313-000-299	B SHADE TREE COMMISSION Miscellaneous	A	04/14/11	05/11/11		N
	Tracking Id: 3112 Seasonal Holiday Supplies (Non-Exempt)									
	Vendor Total:		20.00							
NJFIRE	NEW JERSEY FIRE EQUIP. CO., IN									
	11-00424 04/11/11 SCOTT THERMAL IMAGER BATTERIES									
	1 SCOTT THERMAL IMAGER BATTERIES		252.00	1-01-25-255-000-026	B FIRE DEPT Maint Other Equip	A	04/11/11	05/06/11	37367	N
	Tracking Id: 1500 Fire Protection Equipment (Exempt)									
	Vendor Total:		252.00							
NJWATR	NJ AMERICAN WATER CO. INC									
	11-00426 04/11/11 APRIL-MAY HYDRANT CHARGES									
	2 APRIL 2011 HYDRANT CHARGES		5,612.10	1-01-25-265-001-073	B FIRE HYDRANTS Fire Hydrant Chgs	A	04/11/11	05/10/11		N
	Tracking Id: 3615 Utilities - Water (Exempt)									
	Vendor Total:		5,612.10							
NJPAPR	NJN PUBLISHING INC.									
	11-00470 04/25/11 Legal advert Quick Check									
	1 Legal advert Quick Check		14.34	1-01-21-180-000-021	B PLANNING BOARD Legal Advertising	A	04/25/11	05/06/11		N

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	1099
								Date	Date	Date	Excl
	Tracking Id: 2231	Legal Advertising (Exempt)									
	Vendor Total:		14.34								
QUILL QUILL CORPORATION	11-00122 01/20/11	CARTRIDGES AND OFFICE SUPPLIES		B							
	3 PRINTER INK CATRIDGES, DAB N	78.33	1-01-22-195-000-036		B	LOCAL CODE ENF Office Supplies	A	01/20/11	05/06/11	3958731	N
	Tracking Id: 2430	Office Supplies (General) (Non-Exempt)									
	SEAL ENVELOPE MOISTENER, PAPER CLIPS, RUBBER BANDS, PENS & PRONG FASTENERS										
	11-00449 04/20/11	PRINTER INK									
	1 PRINTER INK	71.99	1-01-20-120-000-036		B	CLERK Office Supplies	A	04/20/11	05/06/11	3735780	N
	Tracking Id: 2430	Office Supplies (General) (Non-Exempt)									
	Vendor Total:		150.32								
HEALTH STATE OF NEW JERSEY PENSIONS A	11-00512 05/03/11	Health Benefits-Feb. -due 5/13									
	1 MAR. HEALTH BENEFITS-DUE 5/13	10,563.01	1-01-23-220-000-000		B	GROUP HEALTH INSURANCE	P	41211 05/03/11	05/12/11	05/12/11 13220654	N
	Tracking Id: 2040	Insurance & Insurance Services (Exempt)									
	Vendor Total:		10,563.01								
SUBCON SUBURBAN CONSULTING ENGINEERS	11-00505 05/03/11	JADE ACQ SOIL EROSION&SEDIMENT		B							
	2 3/13-4/9/11	JADE ACQUISITION	1,539.94		T-13-00-690-000-000	B	JADE ACQUISITION-SOIL EROS. & SED. CONTR.	A	05/03/11	05/10/11	16244
	Tracking Id: 1380	Escrow (Exempt)									
	SOIL EROSION & SEDIMENT CONTROL										
	11-00506 05/03/11	3/13-4/9/11 JADE ACQUISITION									
	1 3/13-4/9/11	JADE ACQUISITION	1,490.00		T-13-00-683-000-000	B	JADE ACQUISITION LLC-SITE PLAN	A	05/03/11	05/10/11	16244
	Tracking Id: 1380	Escrow (Exempt)									
	SITE PLAN										
	Vendor Total:		3,029.94								

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	Excl
Item Description											
15 BLDGS. & GRNDS.-P.T. 5/13 PAYR	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-26-310-000-012	464.74	B BUILDINGS & GROUNDS Part Time	P	4240	05/11/11	05/11/11	05/11/11		N
16 SHADE TREE-P.T. 5/13 PAYROLL	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-26-313-000-012	38.92	B SHADE TREE COMMISSION Part Time	P	4240	05/11/11	05/11/11	05/11/11		N
17 LIBRARY-F.T. 5/13/11 PAYROLL	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-29-390-000-011	18,619.66	B MUNICIPAL LIBRARY Full Time	P	4240	05/11/11	05/11/11	05/11/11		N
18 LIBRARY-P.T. 5/13/11 PAYROLL	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-29-390-000-012	115.00	B MUNICIPAL LIBRARY Part Time	P	4240	05/11/11	05/11/11	05/11/11		N
19 RECR.-COMM.EXP.-P.T. 5/13 PAYR	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-28-370-857-102	1,137.88	B RECREATION-COMMISSION EXP.-S&W-P.T.	P	4240	05/11/11	05/11/11	05/11/11		N

			54,138.54								
11-00543 05/11/11 ANIMAL CONTROL-5/13/11 PAYROLL											
1 ANIMAL CONTROL-5/13/11 PAYROLL	Tracking Id: 2560 Payroll (General) (Exempt)	1-01-27-340-000-012	419.08	B ANIMAL CONTROL Part Time	P	4240	05/11/11	05/11/11	05/11/11		N
11-00544 05/11/11 REC.TR.-SW.PR.-P.T. 5/13 PAYR.											
1 RECR.-SWIM PROGR.PT-5/13 PAYR.	Tracking Id: 2560 Payroll (General) (Exempt)	T-16-00-858-000-020	660.00	B SWIMMING PROGRAM Part Time	P	5594	05/11/11	05/11/11	05/11/11		N
			Vendor Total:	55,217.62							
WBUNE WASHINGTON BORO UNEMPLOYMENT A											
11-00537 05/11/11 Curr. Approp'n. to Unempl'oymt.											
1 Curr. Approp'n. to unempl'oymt	Tracking Id: 3315 SUI/SDI	1-01-23-225-000-000	23,746.98	B UNEMPLOYMENT INSURANCE	A		05/11/11	05/11/11			N
			Vendor Total:	23,746.98							
WASHED WASHINGTON BOROUGH											
11-00460 04/20/11 SCHOOL TAX PAYMENT											
1 SCHOOL TAX PAYMENT	Tracking Id: 3311 Taxes - School (Local/Regional) (Exempt)	1-01-55-207-000-000	325,407.67	B Local School Taxes Payable	A		04/20/11	05/06/11			N
			Vendor Total:	325,407.67							
WASBORO WASHINGTON BOROUGH											

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	1099	
										Date	Invoice	Excl
Vendor Total:			2.84									
WICKI WICKI WHOLESALE STONE INC.	11-00527 05/09/11	STONE DUST FOR COOKING PATIO	67.39	T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/09/11	05/10/11		0110090-IN		N
	Tracking Id: 3290	Stone & Tile Products (Non-Exempt)										
		\$26 TON STONE DUST PLUS \$75 DELIVERY FEE										
Vendor Total:			67.39									
ZEEME ZEE MEDICAL SERVICE INC.	11-00087 01/19/11	REPLENISH MEDICAL SUPPLIES	66.00	1-01-26-310-000-030	B BUILDINGS & GROUNDS Materials/Supplies	A	01/19/11	05/10/11		0113284323		N
	Tracking Id: 1570	First Aid Equip & Supplies (Non-Exempt)										
Vendor Total:			66.00									

Total Purchase Orders: 59 Total P.O. Line Items: 93 Total List Amount: 1,265,124.84 Total Void Amount: 0.00

Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	1-01	1,255,848.26	0.00
ANIMAL CONTROL FUND	T-12	459.00	0.00
DEVELOPER'S ESCROW FUND	T-13	7,541.19	0.00
RECREATION TRUST	T-16	1,276.39	0.00
Year Total:		9,276.58	0.00
Total of All Funds:		1,265,124.84	0.00

BILL LIST 5/17/11 - SEWER

P.O. Type: All
 Format: Detail with Line Item Notes
 Range: 1-05-55-000-000-000 to 1-05-55-999-999-999
 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: 05/05/11 to 12/31/11
 Include Non-Budgeted: Y

Budget Account Description Item Description Amount Stat/Chk Enc Date Date Chk/Void Invoice Type

Fund: SEWER OPERATING FUND

1-05-55-502-000-071 SEWER OPERATING Utilities-Electricity 4.56 A 02/02/11 05/12/11 B
 11-00164 11 GPU JCP&L 3/26-4/26/11 S PROSPECT PUMP
 Tracking Id: 3611 Utilities - Electric (Exempt)
 STATION
 11-00164 12 GPU JCP&L 3/22-4/20/11 WOLFE ESTATE PUMP 307.44 A 02/02/11 05/12/11 B
 Tracking Id: 3611 Utilities - Electric (Exempt)
 STATION

312.00

312.00

Department Total:

Department: Sewer - Def Chgs-Prior Year Oper Deficit

1-05-55-531-000-000 Sewer - Def Chgs-Prior Year Oper Deficit
 11-00536 1 WASHORO WASHINGTON BOROUGH DEFER CHARGES PRIOR YR DEFICIT 100,000.00 A 05/11/11 05/11/11
 Tracking Id: 2054 Inter-Governmental (Exempt)
 TO BE DEPOSITED INTO SEWER CAPITAL
 ACCOUNT

Department Total: Sewer - Def Chgs-Prior Year Oper Deficit 100,000.00
 CAFR Total: 100,312.00
 Fund Total: SEWER OPERATING FUND 100,312.00
 Year Total: 100,312.00

Total P.O. Items: 3 Total List Amount: 100,312.00 Total Void Amount: 0.00

Fund Description	Fund	Budget Total
SEWER OPERATING FUND	1-05	100,312.00
Total of All Funds:		<u>100,312.00</u>

87-2011

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;

_____ 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 – Forensic Audit _____ 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.);

 X 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: Personnel ____; 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

RESOLUTION 90-2011
RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT WITH
SCHNEIDER AND COMPANY FOR FORENSIC AUDIT SERVICES.

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Forensic Accountant; 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, Star-Ledger and the New Jersey League of Municipalities; and

WHEREAS, on March 9, 2011, proposals for this professional service were publicly opened; and

WHEREAS, Schneider and Company has submitted a proposal dated February 23, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for an amount not to exceed \$87,500-; and

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

1-01-20-135-000-029

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington to enter into a contract with Schneider and Company 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 Schneider and Company.

**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: Forensic Accounting Services

RESOLUTION NUMBER:

BOROUGH COUNCIL MEETING DATE: May 17, 2011

This is to certify that adequate funds for the within
referenced Contract are available in the 2011 Budget

Budget Account

1-01-20-135-000-029

Bond Ordinance

\$87,500.00

Amount



Natasha Turchan, C.F.O.

5/7/11

Date