

BOROUGH OF WASHINGTON, WARREN COUNTY, NJ
COUNCIL AGENDA
June 8, 2011
7:30 PM

STATEMENT OF ADEQUATE NOTICE:

ROLL CALL: Clerk will call the Roll

PROCLAMATION:

Jim Messina

MINUTES:

Regular Meeting of May 17, 2011

EXECUTIVE SESSION:

Executive Session of May 17, 2011

CORRESPONDENCE:

1. Mayor Samir Elbassiouny Re: Resolution for Fair Distribution of State Aid for Education
2. State of NJ/Rich Phelan Re: Memorandum of Understanding
3. Washington Historical Society of Warren County Re: Resolution in Support of Campbell Cultural Heritage House

AUDIENCE:

Remarks, petitions, statements and testimony from guests

ORDINANCES:

None

REPORTS

1. Managers Report
2. DPW Report
3. Issues And Details
4. Engineering Activity Report April/May
5. Washington Township Police Report April
6. CFO Report

COMMITTEE REPORTS

None

OLD BUSINESS:

1. Recreation Commission Draft Ordinance

NEW BUSINESS:

1. Resolution 91-2011 Certification of the Annual Audit /info Corrective Action Plan
2. Resolution 92-2011 Release of Street Opening Escrow - Inscho
3. Resolution 93-2011 Resolution to Adopt the Multi Jurisdictional Hazard Mitigation Plan
4. Resolution 94-2011 Cancellation of Receivables in General Capital Fund and Sewer Capital Fund
5. Resolution 95-2011 Dedication by Rider for One Time Franchise Renewal Payment for Telecommunications Expenses
6. Resolution 96-2011 Cancellation of the Reserve for Revaluation
7. Resolution 97-2011 Cancellation of the Reserve for Special Improvement District Tax
8. Resolution 98-2011 Refund of Tax Overpayment
9. Resolution 99-2011 Sale of Surplus Property – Mack Aerialscope
10. Resolution 100-2011 Sale of Surplus Property – Water Reel
11. Resolution 101-2011 Release of Street Opening Escrow – Olson
12. Resolution 102-2011 Approval of Fireworks Display – Washington Celebrates America
13. Resolution 104-2011 Applying Overpayment of Tax Payments due to Tax Court Appeal

VOUCHERS:

List Attached

RECAP

COUNCIL REMARKS:

Remarks, Reports, Discussions

EXECUTIVE SESSION:

Resolution 103 -2011 Authorizing Executive Session

ADJOURNMENT: _____ P.M.

PROCLAMATION OF THE BOROUGH OF WASHINGTON

WHEREAS, Jim Messina of Messina Wildlife has generously donated his time, materials, and plants for the oak barrel planters since 2008; and

WHEREAS, plants have been proven to improve both air quality and support eco-friendly decorative initiatives; and

WHEREAS, streetscape aesthetics contribute to a positive quality of life for the residents and visitors of Washington Borough; and

WHEREAS, beautification of the Borough and enhancement of the streetscape is beneficial to the Washington Borough Community.

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 appreciation of the community is hereby expressed to Jim Messina for his contribution and service to the residents of the Borough of Washington.

BE IT FURTHER RESOLVED that the Borough Clerk be directed to have this proclamation duly embossed for presentation by the Mayor of the Borough of Washington on June 8, 2011 and to have a certified copy of this proclamation recorded in the permanent record of the Borough of Washington in perpetuity.

**SCOTT MCDONALD
MAYOR**

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – May 17, 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 Cushing, Municipal Attorney
Richard Phelan, Borough Manager
Kristine Blanchard, Borough Clerk

Mayor McDonald led everyone in the flag salute.

Mayor McDonald read the following Statement into the Record:

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

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

Resolution 88-2011 was made on a motion made by Higgins, seconded by Boyle and adopted.

Councilman Torres noted he was surprised to see it was only a \$250,000 reduction. He would have liked to see a larger reduction. Councilman Boyle stated there are four municipalities involved and there was a lot of discussion during the meeting. The consensus was that a \$250,000 reduction was doable. The participants at the meeting worked hard to reach a consensus to avoid having to send the budget to the State of NJ.

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

**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.

COUNCIL APPEARANCE

Washington Community Solar LLC

Mr. Eric Altman and Mr. Anthony Maula gave a brief background of their company to Council. The company has acquired a 26 acre parcel in Washington Township adjacent to the southwest border of the sewer plant and the DPW garage. Washington Community Solar is in the process of completing a site plan. Mr. Maula stated that Washington Community Solar has a unique opportunity to offer Washington Borough clean, renewable energy for the sewer plant and the DPW garage. The Borough will reap significant savings in energy at these sites. He stated we can offer this to the Borough with no capital investment or costs to the Borough. Mr. Maula explained that an analysis was done using the Borough's current payments for energy show a savings of 2 million dollars over the life of the agreement. Washington Community Solar will have a fixed energy rate for the Borough the first five years of the agreement. After the first five years the rate will increase 3% annually.

Councilman Boyle asked if the sewer plant and garage will still need backup power with JCP&L. Mr. Maura stated yes, the solar plant does not operate at night, therefore backup with JCP&L would be necessary. Councilman Boyle asked if the Borough Engineer would need to review this. Attorney Cushing stated yes, there are many technical aspects that would require the Borough's Engineer to review.

Councilwoman Gleba asked who else would benefit from the solar farm. Mr. Maula stated if the Borough is not interested, they would be able to sell the energy back to the electric companies. Councilwoman Gleba asked if all of the approvals have been given by Washington Township. Mr. Maula stated they have begun the preliminary process.

Attorney Cushing noted that the Borough will need to go out for bid for this type of service.

Councilwoman Gleba asked who will be responsible for repairs or replacement of panels. Mr. Maura stated Washington Community Solar will be responsible for all repairs. Mayor McDonald asked once approvals were obtained; how long will construction take. Mr. Maula stated approximately four months. Councilwoman Gleba asked who will be responsible for the Boroughs engineering and legal fees. Mr. Maura stated that Washington Community Solar is willing to incur reasonable fees.

Mayor McDonald asked if there was interest from Council in pursuing this. All of Council agreed they were interested in exploring this further. It was agreed that the representatives of Washington Community Solar, the Borough Manager, and Borough Attorney would meet to work out the process.

MINUTES

Motion made by Higgins, seconded by Jewell to approve the minutes from the Regular meeting of May 3, 2011.

Councilman Jewell noted a correction. Councilwoman Gleba stated she had spoken with the Borough Clerk earlier in the day.

Ayes: 7, Nays: 0
Motion Carried

EXECUTIVE SESSION MINUTES

Motion made by Higgins, seconded by Torres to approve the Executive minutes from May 3, 2011.

Ayes: 7, Nays: 0
Motion Carried

CORRESPONDENCE

AUDIENCE

Mayor McDonald opened the audience portion of the meeting.

Vic Cioni 29 Alvin Sloan

Mr. Cioni read a prepared statement for Council.

I come before you today not as a former Councilman, but as a volunteer on the Recreation Committee. I ask that you reconsider your vote on the reporting structure proposed for the Recreation Commission Ordinance that was discussed at the last meeting on May 3rd. I was on Council when the former Commission had been disbanded and reformed as a Committee. Then, we had asked the Commission members to participate in the forming of a Committee with the Recreation Director reporting directly to the Manager, as all Borough employees do in the current structure. Unfortunately we had never received any feedback from the members (2/19/08 minutes).

The current appointed Committee does not want to miss the same opportunity, which is why we had submitted to you, our recommendations. We acknowledge that the current committee structure has its weaknesses which we addressed in our recommendations.

You are asking 7 volunteers to manage the Recreation Director and the Recreation Secretary. Given our current meeting schedule, every two weeks during peak season, this would really impede our ability to continue to make progress and allow for swift

decisions to be made. If we fail to have a quorum at a given meeting then any direction, which could be critical, could languish for a month. The committee recommends that the current structure, have both the recreation director and the secretary report directly to the manager. This allows for us to continue making real time decisions that will lead to the betterment of the recreation department in the Borough.

The responsibility on the commissioners or the recreation director to manage employees comes with hiring, firing and any other disciplinary actions. There is no guarantee that any of the seven volunteers will have any background in employment law or other Human Resources knowledge. The lack of knowledge and one minor mistake or decision could put the borough at serious legal risk that could ultimately lead to costs that become the taxpayers' burden.

The Borough Manager and the Recreation Director, working as a team will ensure that the knowledge in all areas of expertise, recreation, finance, purchasing and legal compliance are covered through the reporting relationship.

In conclusion, I mention the upcoming forensic audit. The purpose of which is to identify past poor practices and correct them. Why would the governing body want to go back to a failed business model where employees report to volunteers rather than the manager, other than "that was the way we did it in the past"? Isn't that in part why we are in the financial mess we are in today?

Mike Nachbaur 9 Alvin Sloan

Mr. Nachbaur stated he is also on the Recreation Committee. He became involved with Recreation for his children. He stated it is hard for him to supervise an employee when he works far from Washington. Mr. Nachbaur stated it would be hard for the committee to know what goes on daily in the office. Councilman Torres stated it would be up to the Recreation Commission to hire a qualified person to run the Recreation Department. Mr. Nachbaur stated that his concern is the reporting hierarchy.

Rick Feldman 19 Prosper Way

Mr. Feldman stated that the Recreation Commission has always supervised the Recreation Director and to think they can not do it is ridiculous. The person does not need to be micromanaged. He noted that the failed business model was disbanding the Recreation Commission and making it a Recreation Committee.

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

Ayes: 7, Nays: 0
Motion Carried

At this time Mayor McDonald deviated from the agenda and entertained a motion to enter Executive Session for personnel and contract negotiations.

Motion made by Boyle, seconded by Torres to enter Executive Session.

Ayes: 7, Nays: 0

Motion Carried

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.

Council entered Executive Session at 8:30 p.m.

Council reconvened in public Session at 10:15 p.m. with all members present.

ORDINANCES

None

REPORTS:

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

1. Managers Reports (redacted version)
2. DPW Report
3. CFO Report
4. Tax Collectors Report
5. Tax Collectors Sewer Report
6. Municipal Court Report
7. Issues and Details

Ayes: 7, Nays: 0
Motion Carried

COMMITTEE REPORTS:

None

OLD BUSINESS

Recreation Commission Ordinance Discussion

Mayor McDonald stated Council was provided with a draft Ordinance. He asked if this is the direction that Council would like to move in. Councilwoman Gleba noted she would like additional wording added concerning grants. She would like to add that grants can be done in consultation with the recreation commissioners and the borough grant application process. She also stated the powers and duties are still vague. Who is paying for what? Are they paying for everything? Councilman Valentine asked if Council would take into consideration the comments heard this evening from the Recreation Committee.

Attorney Cushing stated that he believes the language in dispute is in section 3-55-7. He stated he does not like the way the language is written in this section of the

Ordinance. Attorney Cushing clarified that Council would like to see the Recreation Commission supervise the Recreation Director with fiscal and statutory supervision be with the Manager. The majority of Council agreed.

Attorney Cushing will change the wording of the draft Ordinance to reflect Councils wishes.

NEW BUSINESS

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

Resolution 90-2011 was moved on a motion made by Higgins, seconded by Boyle and adopted.

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

Ayes: 7, Nays: 0
Motion Carried

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.

Resolutions 84-2011 and 85-2011 Redemption of Tax Certificates

Resolutions 84-2011 and 85-2011 were moved on a motion made by Higgins, seconded by Boyle and adopted.

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

Ayes: 7, Nays: 0

Motion Carried

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.

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 redeem 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.

Resolution 86-2011 Amending the 2011 Professional Service Contract with Suburban Engineers for Waste Water Consulting Services

Resolution 86-2011 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Councilman Boyle noted this will cover the costs of the Gardner's Court project and attendance at Sewer Committee Meetings.

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

Ayes: 7, Nays: 0

Motion Carried

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.

Resolution 89-2011 Void and Replace Check

Resolution 89-2011 was moved on a motion made by Boyle, seconded by Torres and adopted.

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

Ayes: 7, Nays: 0

Motion Carried

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.

VOUCHERS

Mayor McDonald entertained a motion to approve the claims and vouchers in the amount of \$1,365,436.84.

Motion made by Valentine, seconded by Boyle 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 work with Attorney Cushing and Washington Community Solar to determine the next course of action.

COUNCIL REMARKS

Councilman Valentine apologized for being unable to attend the school board meeting regarding the Warren Hills Regional budget cuts.

Councilman Torres stated the Borough continues to seek volunteers. The survey is on the website and copies located in Borough Hall.

Councilwoman Gleba stated she had given Council information on the 3/50 project regarding support of local businesses. We can not put this information on our own website however; she requested an email blast be sent to residents as a reminder to go to the BID website for the information. She also requested permission to fill out the 3/50 project supporters form on behalf of the Borough to show that we are supporters of the program. Council concurred. She stated that she would also like to start a committee to review the codebook (ordinances.) There is a definite need for this. Council agreed. Council agreed Gleba, Valentine, Boyle will be on the committee. Councilwoman Gleba will chair the committee. Councilwoman Gleba also requested the Borough consider background checks for recreation, coaches, etc. She stated she will do the research on this as far as costs etc. Councilman Torres stated if this requirement is not added to the Recreation Commission Ordinance it will be up to the Commission as to whether or not they want to perform background checks. Councilwoman Gleba asked if she should pursue the research. Council agreed for her to do the research.

Councilman Higgins stated he had asked for the maintenance schedule from the water company for the fire hydrants. Manager Phelan stated he reached out to the water company and has not heard back. He will follow up. He stated that he is glad to see that after a two year process that we are finally getting started on the investigate audit. He asked if the Manager received anything in writing on the Pleasant Valley Mill Dam. Manager Phelan stated he only has verbal approval to decommission the dam. Councilman Higgins asked if there will be any follow up on the BID discussion that took place in Executive Session at the last meeting. Mayor McDonald stated that it can be placed on the agenda for Executive Session at the next meeting. Councilman Higgins stated that as a result of the Warren Hills Regional School Board meeting regarding their budget, the school board would like to form a small committee when the new administrator comes on board in July. This way there will be communication between the

four municipalities about the budget that will affect everyone's taxes. It will also be used to explore shared services.

Councilman Jewell stated all parties involved with the investigative audit did an excellent job. He also reminded everyone to put their flags out for Memorial Day.

Councilman Boyle asked if Council will receive the audit in June. Manager Phelan stated it will be on for adoption at the next meeting. Councilman Boyle stated he is working with Councilman Jewell on the roads that we are hoping the County will accept. He is hoping to have something in writing soon and the Council can adopt a Resolution to present to the Freeholder Board.

Mayor McDonald stated he hopes that Mr. Del Elba will reach out to his citizen group to let them know that Council wanted to make sure that everything was done properly concerning the investigative audit. Mr. Del Elba stated he will do that and thanked Council for making this decision. Mayor McDonald stated that the Mayor's Book Club program has concluded. The check will be presented to Taylor Street School on June 1.

Hearing no further business, a motion was made by Higgins, seconded by Torres, to adjourn the meeting at 10:50 pm.

Ayes: 7, Nays, 0
Motion Carried.

Mayor Scott McDonald

Kristine Blanchard, Borough Clerk

Kristine Blanchard

From: ann kilduff [dptyclerk@washington-twp-warren.org]

Sent: Wednesday, May 25, 2011 10:51 AM

To: 'Allamuchy'; 'Alpha'; 'Belvidere'; 'Blairstown'; 'Franklin'; 'Frelinghuysen'; 'Greenwich'; 'Hackettstown'; 'Hardwick'; 'Harmony'; 'Hope'; 'Independence'; 'Knowlton'; 'Liberty'; 'Lopatcong'; 'Mansfield'; 'Oxford'; 'Phillipsburg'; 'Pohatcong'; 'Washington Boro'; 'White'

Subject: Resolution for Fair Distribution of State Aid

To all New Jersey Clerks,

Please see the following message from our mayor:

~~~~~

I am sending the attached resolution, Resolution for Fair Distribution of State Aid for Education, to each and every municipality in New Jersey and am urging you to endorse the same. The issue of school funding and the way it is distributed throughout the State needs major reform. It has not been distributed in a fair and equitable manner in order to provide property tax relief to all citizens of this State. Passing this resolution will bring change that will not only be helpful to the Township of Washington, but to every municipality in the State of New Jersey.

I am asking that once passed, a copy of your resolution be forwarded to me via the Clerk's office at dptyclerk@washington-twp-warren.org. Thank you for your prompt attention to this matter.

Mayor Samir Elbassiouny  
Township of Washington  
Warren County

Thanks,

Ann Kilduff  
Deputy Clerk

5/25/2011

**TOWNSHIP OF WASHINGTON  
WARREN COUNTY, NEW JERSEY  
RESOLUTION # R 2011-88**

**RESOLUTION FOR FAIR DISTRIBUTION OF  
STATE AID FOR EDUCATION**

**WHEREAS**, the Township of Washington, County of Warren believes that every child should have equal resources of state aid distributed by the legislature for an education in the State of New Jersey by utilizing a fair school funding mechanism; and

**WHEREAS**, the current distribution of state aid for education to the schools has not been distributed in a fair and equitable manner to provide property tax relief to all the citizens of the State of New Jersey; and

**WHEREAS**, Article III., Paragraph 1, of the New Jersey State Constitution states, "The powers of government shall be divided among three distinct branches, the legislative, executive, and judicial. No person or persons belonging to or constituting one branch shall exercise any of the powers properly belonging to either of the others, except as expressly provided in this Constitution;" and

**WHEREAS**, Article VIII, Section IV, Paragraph 1, of the New Jersey State Constitution states, "the Legislature shall provide for the maintenance and support of a thorough and efficient system of free public schools for the instruction of all children in the State between the ages of five and eighteen year;" and

**WHEREAS**, Article VIII, Section IV, Paragraph 2, of the New Jersey State Constitution states, "the fund for the support of free public schools . . . shall be annually appropriated to the support of free public schools, and for the equal benefit of all the people of this State;" and

**WHEREAS**, Article VIII, Section I, Paragraph 7.a. of the New Jersey State Constitution states, the income tax is to be "annually appropriated . . . exclusively for the purpose of reducing or offsetting property taxes;" and

**WHEREAS**, this body can no longer bear the burden of the continued diversion of its fair share of state school aid for the students between the ages of five and eighteen years of age who reside within this jurisdiction.

**NOW, THEREFORE, BE IT RESOLVED**, that the Township Committee of the Township of Washington, County of Warren do hereby call upon the Legislature of the State of New Jersey to fulfill its constitutionally assigned duty to distribute the state aid for education to the school districts in this state in a fair manner that is for the equal benefit of all the people of the state and not by means that are prejudiced by the actions of special interests that may have been presented before the Court or other venue.

**BE IT FURTHER RESOLVED**, that the Clerk of this entity is hereby directed to forward a copy of this resolution to Governor Chris Christie, Senate President Stephen Sweeney, Senate Minority Leader Thomas Kean Jr., Assembly Speaker Sheila Oliver and Assembly Minority Leader Alex DeCroce.

Adopted: May 17, 2011

Certification: I, Anna C. Godfrey, Acting Clerk of the Township of Washington, Warren County do hereby certify that the foregoing resolution is a true and exact copy adopted by the Township Committee of the Township of Washington on May 17, 2011.

Anna C. Godfrey  
Acting Township Clerk



State of New Jersey  
DEPARTMENT OF COMMUNITY AFFAIRS  
101 SOUTH BROAD STREET  
PO Box 803  
TRENTON, NJ 08625-0803

CHRIS CHRISTIE  
*Governor*

KIM GUADAGNO  
*Lt. Governor*

LORI GRIFA  
*Commissioner*

May 16, 2011

Honorable Scott McDonald, Mayor  
Borough of Washington  
100 Belvidere Avenue  
Washington, New Jersey 07882

RE: Early Termination of Transitional Aid  
Program Memorandum of Understanding

Dear Mayor McDonald:

In recognition that the Borough of Washington (Municipality) is moving forward with the 2011 municipal budget without any reliance on Transitional Aid, the Memorandum of Understanding between the Municipality and the Division of Local Government Services (Division) may be terminated prior to December 31, 2011.

Please review the attached agreement as there are conditions regarding the early termination of the MOU that must be met. If agreed upon, please sign the attached agreement and return the original to the Division.

If you should have any questions or concerns, please do not hesitate to contact me at (609) 292-6613.

Sincerely,

Erin Mallon Knoedler  
Transitional Aid Program

Enclosure

Cc: Mr. Rich Phelan, Borough Administrator



**AGREEMENT FOR EARLY TERMINATION OF  
THE CY 2010 / CY 2011 TRANSITIONAL AID MEMORANDUM OF UNDERSTANDING  
BY AND BETWEEN THE BOROUGH OF WASHINGTON AND THE DIVISION OF LOCAL GOVERNMENT  
SERVICES**

**Whereas**, the Borough of Washington (the Municipality) and the Division of Local Government Services (the Division) entered into a Memorandum of Understanding (Memorandum) setting forth certain restrictions and controls over municipal finances as a condition of the Municipality receiving Transitional Aid to Localities in support of its Calendar Year 2010 budget; and

**Whereas**, the Memorandum of Understanding is set to expire as of December 31, 2011; and

**Whereas**, the Municipality is moving forward with a balanced budget in 2011 without any reliance on Transitional Aid; and

**Whereas**, the Municipality and the Division desire to provide for an earlier expiration of the Memorandum;

**Therefore, be it resolved and agreed by the Municipality and the Division;**

- (1) The Memorandum shall expire immediately upon the adoption of the Municipality's Calendar Year 2011 Budget; and
- (2) The Municipality agrees that it shall not be eligible to apply for Transitional Aid or similar discretionary aid from the Division in support of any of its budgets through Calendar Year 2013.

\_\_\_\_\_

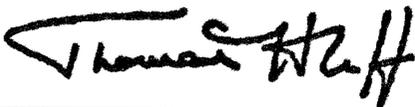
Signature of Mayor

Date \_\_\_\_\_

\_\_\_\_\_

Signature of Chief Administrative Officer as Applicable

Date \_\_\_\_\_



Signature of Director

Date 5/16/11



RICHARD D. PHELAN  
BOROUGH MANAGER  
MEMORANDUM

TO: Mayor and Council

CC: Kristine Blanchard  
Natasha Turchan  
Richard Cushing

FROM: Richard Phelan 

DATE: May 19, 2011

SUBJECT: Transitional Aid Memorandum of Understanding

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Attached to this memo is a letter from the Department of Community Affairs (DCA) relating to the Memorandum of Agreement (MOU) that we have with the State as a condition of receiving Transitional Aid last year. This letter acknowledges the fact that the Borough has made progress in their finances and did not require additional aid in 2011 to balance their budget. As a result, the Borough would be permitted to terminate the agreement prior to the expiration date of December 31, 2011 if you agree to their conditions. Nearly all of the conditions are minor in nature save for one. Specifically, if we terminate the agreement early, we will be precluded from applying for any additional aid until 2013.

Taking the above into account, I do not foresee us needing aid next year, but I would **not** recommend terminating the MOU early only to find out that we need additional aid next year and would not be eligible to receive any. I would rather deal with the minor hurdles imposed on us until December 31, 2011 and retain our eligibility for funding in the future. Both the CFO and I feel that ending this agreement early is not prudent at this time, and would advise leaving things as-is. If Council agrees, I will notify the DCA accordingly.

I will be placing this item on the upcoming agenda as correspondence for Council discussion and will act accordingly. Between now and then, feel free to contact me should you have any questions or concerns.

Washington Historical Society of Warren County, Inc.  
Established 1999

Jeremiah Appgar, President  
Carol McNeil, Vice President

Abigail Bullivant, Secretary  
Rosemary Adams, Treasurer

110 Sunrise Terrace, Washington, New Jersey 07882

May 22, 2011

Mayor Scott McDonald and Borough Council Members  
Washington Borough Hall  
100 Belvidere Ave  
Washington, NJ 07882

Re: Municipal Resolution of Support for the Campbell Cultural Heritage House, Inc.

Dear Mayor McDonald and Borough Council Members:

The Campbell Cultural Heritage House, Inc. is applying for a grant from the Warren County Department of Land Preservation, Municipal and Charitable Conservancy Trust Fund Committee. As the Campbell House, at 163 North Lincoln Ave, is located in the Borough of Washington, a Municipal Resolution of Support from the Borough is requested with the grant application.

The Washington Historical Society has been in full support of the Campbell Heritage House's purpose of education and preservation of local history, including bringing awareness and understanding of the African American presence on the Morris Canal to students as well as the general public. As our group assists the Campbell House whenever possible, we are requesting that the Municipal Resolution of Support be issued, allowing the possible granting of funds to be used to restore an important piece of our local history.

I am enclosing an article from "The Reporter" newspaper that gives more details of the Campbell Cultural Heritage House, Inc. for anyone who wishes more information.

Sincerely,

Carol H. McNeil, Vice President  
Tel: 908-689-1638

*Carol H. McNeil*

# Sign dedication honors Morris Canal captain

By Jocelynn Thomas

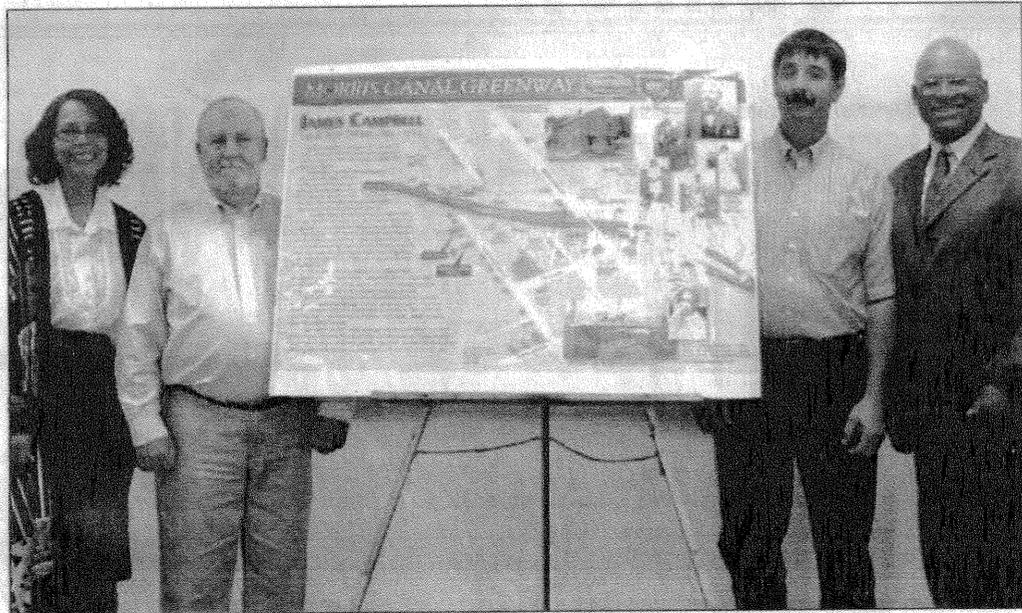
WASHINGTON — The Morris Canal Committee, in conjunction with The Campbell Cultural Heritage House Inc., held a kiosk and sign dedication ceremony commemorating the life of Morris Canal Boat Captain James Campbell, on Oct. 17 at Warren County Community College.

Born in 1856, James Elliot Campbell, or "Poppa" as his family called him, became one of only a small percentage of African-American boat captains on the Morris Canal at the age of 15, following in the footsteps of previous family members, also Boatmen. In 1889, Campbell purchased his home for \$167.98, serving as the family residence throughout his career of 40 plus years. Adjacent to the home was a large barn with a haymow where mules were kept readily available for borrowing or short periods of rest. Remains of this early canal community can still be seen on the west end of North Lincoln Avenue in Washington, in close proximity to Mt. Pisgah AME Church, once the place of worship for Campbell and his family, and continues as such today for surviving relatives. His home stands as a symbol of his legacy as a duty-bound family man, provider and citizen, his undaunted spirit, perseverance and strong work ethic.

Operating from 1831 to 1924, the Morris Canal was considered an engineering genius of its time. Its original purpose was for transporting coal from the anthracite mines in Pennsylvania to New Jersey, where it was used to fuel the iron industry. Later, coal was transferred and shipped to New York City markets for heating, and local transport expanded to include limestone, lumber, sand, whiskey and various agricultural products. Eventually, implementation of the railroads surpassed the canal's efficiency as a shipping route, and in 1924 was formally abandoned. Today, the canal's history is preserved through the efforts of local historical societies, the Canal Society of New Jersey, municipalities and passionate individuals.

Not exactly a glamorous lifestyle, a typical Canal Boat Captain lived on the boat in a six by nine-foot cabin with a minimum of conveniences; perhaps a coal stove, folding table, bunks for sleeping and laundry hung outside to dry on ropes attached to deck poles.

Patricia Groves-Benton, great-great granddaughter of James Campbell, is the backbone and Pres-



Participating in the sign dedication ceremony honoring Morris Canal Boat Captain James Campbell are, from left, Patricia Groves-Benton, the great-great granddaughter of James Campbell; James Lee Jr. and David Detrick, both representing Warren County Morris Canal Committee; and Robert Swint, great-great grandson of James Campbell (Photo by Jocelynn Thomas). Pictured below is a photograph of James Campbell.



restoration project. Tax-deductible donations can be sent to: The Campbell Cultural Heritage House Inc., P.O. Box 397, Washington, NJ 07882.

For more information, contact Carol McNeil at 908-689-1638.

ties and passionate individuals.

Not exactly a glamorous lifestyle, a typical Canal Boat Captain lived on the boat in a six by nine-foot cabin with a minimum of conveniences; perhaps a coal stove, folding table, bunks for sleeping and laundry hung outside to dry on ropes attached to deck poles.

Patricia Groves-Benton, great-great granddaughter of James Campbell, is the backbone and President of The Campbell Cultural Heritage House, Inc., a non-profit corporation dedicated to preserving a family landmark symbolic of the African American presence on the Morris Canal. Says Groves-Benton: "We are stepping back to look ahead."

At the dedication ceremony, Groves-Benton read historical accounts of boatmen of the day saying "they were a good kind." Stories of the collaboration between the men illustrate necessary qualities of adaptability and a willingness to help one another, as in the case of needing to borrow a mule (their primary fuel source) or a place to rest or stay. Boatmen were paid by the trip, so a day lost meant late delivery and a delayed pay. The captain stood at the tiller and guided the boat down the canal, while his onshore hand typically drove the mules. Canal boats required steering to prevent them from hitting the bank as the mules pulled them along. Depending upon whether the boats were loaded or unloaded, mules pulled at a speed of 3-4 miles per hour. A one-way trip took five days to traverse the state, with no travel on Sundays, which were always designated as a day of rest and worship.

Said attendee Rosemary Adams, Treasurer of the Washington Historical Society: "We as a historical society back everything you are doing and admire the family's efforts."

Also present and receiving special honor at the dedication ceremony was Emma Groves Campbell, 94, the only surviving granddaughter of James Campbell.

Representing the Warren County Morris Canal Committee was David Detrick, who presented the historic sign to be installed in front of the Campbell House once restoration is completed. The house will be added as the newest stop on the bus tour across Warren County, which takes place twice a year and highlights notable preserved Morris Canal landmarks. Detrick said, "The canal certainly was a family activity," and so it seems fitting that today, the community and family are working together to honor and preserve this rich history.

Currently, the Campbell home stands dilapidated and in need of much work and contributions.

The goal of The Campbell Cultural Heritage House Inc. is to engage the community's involvement in this

donations can be sent to: The Campbell Cultural Heritage House Inc., P.O. Box 397, Washington, NJ 07882.

For more information, contact Carol McNeil at 908-689-1638.



**MANAGERS WEEKLY REPORT**  
**5/20/11**

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At our last meeting, Councilman Higgins inquires about the maintenance schedule kept by NJ American Water as it relates to the fire hydrants in the Borough. I have made contact with NJAW and their response is as follows:

*All of the fire hydrants in the system are inspected each year for proper operation. This includes testing them and the valves associated with each hydrant. Also done each year is a flushing of the system which we have been doing over the last month. This requires us to open every other hydrant until a clean flow is shown.*

*If any deficiencies are found during the inspections or flushing they are completed as soon as possible. If a hydrant is found to not be in working order it is tagged out (Bagged) with notification going to the Fire Department and it is then fixed or replaced within 72 hours.*

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Please see the attached memo and attachments as it relates to the Transitional Aid Memorandum of Agreement. I will also be placing this on the next agenda as correspondence.



**MANAGERS WEEKLY REPORT**  
**5/27/11**

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As of this report, I have not heard from any of the sub-committees as to whom their chairperson will be. If you could please meet and provide me with this information we could update both our records and the website.

Speaking of sub-committees, please remember that any committee that would like to have anything placed on the agenda relating to their committee, the deadline is the Thursday prior to the public meeting by 12PM. I ask that all committees abide this date/time in order to be compliant with the Borough ordinances.

I received the executed contract from the forensic auditor. As such, the project can commence. In fact, I have already received a request for records from them, to which I e-mailed him all of the information they asked for. I will keep you posted throughout the process.

**REMINDERS:**

1. The Office will be closed on Monday, May 30<sup>th</sup> in observance of Memorial Day.
2. The next Council meeting is scheduled for **Wed., June 8<sup>th</sup>** at 7:30PM. This is due to the fact that the primary elections are scheduled the day before. Please adjust your calendars accordingly.

Date: 05/17/2011

To: Richard Phelan

From: John Burd

5/02/11

One man was assigned to mowing the Borough Hall and the Library grounds. One man was assigned to street sweeping this did include; Washington Avenue, Flower Avenue, Taft Terrace, Harding Drive, Presidential Drive, Wilson Terrace and Oakwood Terrace. Road repair was on my agenda this week and included; Willow Street, Railroad Avenue, Ophelia Street, Monroe Street, Independence Street, Rush Avenue and Belvidere Avenue. Two men were assigned to picking up and moving railroad ties from the Railroad Avenue location and moving them to the Borough Park area to aid in street parking. Two men were assigned to chipping brush on James Street this was a result of storm damage. I did manage to get a few street signs repaired this included; Prospect Street, Lower Park Avenue and Monroe Street.

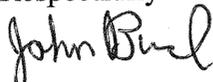
5/09/11

Two men were assigned to repair a storm drain located on Broad Street the damage was extensive and had taken two days to perform. Nick Kaufman was kind enough to donate a freezer, grill and counter top to the Borough Park so two men were assigned to pick up the items and move them to the concession area. Some road repair was performed this included; Broad Street, McDonald Street, Jackson Avenue, Church Street and Lincoln Avenue. One man was assigned to street sweeping this included; Sunrise Terrace, Robin Road, Oakridge Terrace, Elizabeth Avenue, Ridge top Road, North Pickle Avenue, South Pickle Avenue and Myrtle Avenue. We received some community service help so they were assigned to mow the Borough Hall and also the Borough Library.

5/16/11

Some of my goals that I would like to accomplish this week weather permitting include; storm drain repair, road repair and street sign repair.

Respectfully Submitted,



John Burd  
Supervisor Streets.

# Issues by Assigned To

Thursday, June 02, 2011  
1:08:39 PM

| Status    | Title | Due Date  | Priority   | Category     | Opened By     | Opened Date |
|-----------|-------|-----------|------------|--------------|---------------|-------------|
| Don Henry |       |           |            |              |               |             |
| Resolved  |       | 24-Apr-11 | (2) Normal | Pot Holes    | Debbie Smolar | 21-Apr-11   |
| Resolved  |       | 13-May-11 | (2) Normal | Pot Holes    | Debbie Smolar | 10-May-11   |
| Resolved  |       | 31-May-11 | (2) Normal | Storm Damage | Debbie Smolar | 27-May-11   |

Issue Count: 0

| Status    | Title | Due Date  | Priority   | Category        | Opened By     | Opened Date |
|-----------|-------|-----------|------------|-----------------|---------------|-------------|
| John Burd |       |           |            |                 |               |             |
| Resolved  |       | 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 |
| Resolved      | 03-May-11 (1) High   | Catch Basin          | Debbie Smolar | 02-May-11 |
| Resolved      | 04-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 02-May-11 |
| Active        | 04-May-11 (1) High   | Special Detail       | Debbie Smolar | 02-May-11 |
| Resolved      | 10-May-11 (2) Normal | Street Cleaning      | Debbie Smolar | 06-May-11 |
| Resolved      | 11-May-11 (2) Normal | Branches             | Debbie Smolar | 09-May-11 |
| Resolved      | 12-May-11 (1) High   | parking lot clean up | Debbie Smolar | 12-May-11 |
| Resolved      | 13-May-11 (1) High   | Pot Holes            | Debbie Smolar | 12-May-11 |
| Resolved      | 13-May-11 (2) Normal | Pot Holes            | Debbie Smolar | 12-May-11 |
| working on it | 18-May-11 (1) High   | Sink hole            | Debbie Smolar | 18-May-11 |
| Active        | 24-May-11 (2) Normal | Special Detail       | Debbie Smolar | 20-May-11 |
| Active        | 24-May-11 (2) Normal | Sink hole            | Debbie Smolar | 24-May-11 |
| Resolved      | 26-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 24-May-11 |
| Active        | 26-May-11 (2) Normal | Pot Holes            | Debbie Smolar | 24-May-11 |
| Active        | 27-May-11 (2) Normal | Special Detail       | Debbie Smolar | 26-May-11 |
| Active        | 27-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 25-May-11 |
| Active        | 27-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 24-May-11 |
| Resolved      | 27-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 24-May-11 |
| Resolved      | 27-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 24-May-11 |
| Active        | 27-May-11 (2) Normal | Pot Holes            | Debbie Smolar | 24-May-11 |
| Resolved      | 27-May-11 (2) Normal | Storm Damage         | Debbie Smolar | 25-May-11 |
| Active        | 02-Jun-11 (2) Normal | Storm Damage         | Debbie Smolar | 31-May-11 |
| Resolved      | 03-Jun-11 (2) Normal | Street Cleaning      | Debbie Smolar | 31-May-11 |
| Active        | 03-Jun-11 (1) High   | Pot Holes            | Debbie Smolar | 31-May-11 |

Active

03-Jun-11 (2) Normal

Storm Damage

Debbie Smolar

31-May-11

Active

05-Jun-11 (2) Normal

Storm Damage

Debbie Smolar

02-Jun-11

Issue Count: 0

**Status**      **Title**      **Due Date**      **Priority**      **Category**      **Opened By**      **Opened Date**

Michael Stone

Resolved

08-Apr-11 (1) High

Garbage Issues

Debbie Smolar

08-Apr-11

Issue Count: 0

# Issues Details

Thursday, June 02, 2011

1:08:51 PM

## Issue 357

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Garbage Issues |
| <b>Opened Date</b>  | 05-Jan-11     | <b>Priority</b> | (2) Normal     |
|                     |               | <b>Due Date</b> | 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

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Signs      |
| <b>Opened Date</b>  | 22-Feb-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Special Detail |
| <b>Opened Date</b>  | 18-Mar-11     | <b>Priority</b> | (1) High       |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Special Detail |
| <b>Opened Date</b>  | 28-Mar-11     | <b>Priority</b> | (2) Normal     |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |           |
|---------------------|---------------|-----------------|-----------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved  |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes |
| <b>Opened Date</b>  | 05-Apr-11     | <b>Priority</b> | (1) High  |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |             |
|---------------------|---------------|-----------------|-------------|
| <b>Assigned To:</b> | John Burd.    | <b>Status</b>   | Resolved    |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Catch Basin |
| <b>Opened Date</b>  | 08-Apr-11     | <b>Priority</b> | (1) High    |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | Michael Stone | <b>Status</b>   | Resolved       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Garbage Issues |
| <b>Opened Date</b>  | 08-Apr-11     | <b>Priority</b> | (1) High       |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes  |
| <b>Opened Date</b>  | 19-Apr-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |           |
|---------------------|---------------|-----------------|-----------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved  |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes |
| <b>Opened Date</b>  | 19-Apr-11     | <b>Priority</b> | (1) High  |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | Don Henry     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes  |
| <b>Opened Date</b>  | 21-Apr-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |          |
|---------------------|---------------|-----------------|----------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Signs    |
| <b>Opened Date</b>  | 29-Apr-11     | <b>Priority</b> | (1) High |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                 |
|---------------------|---------------|-----------------|-----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved        |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Street Cleaning |
| <b>Opened Date</b>  | 29-Apr-11     | <b>Priority</b> | (2) Normal      |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes  |
| <b>Opened Date</b>  | 29-Apr-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 02-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |             |
|---------------------|---------------|-----------------|-------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved    |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Catch Basin |
| <b>Opened Date</b>  | 02-May-11     | <b>Priority</b> | (1) High    |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active         |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Special Detail |
| <b>Opened Date</b>  | 02-May-11     | <b>Priority</b> | (1) High       |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |                 |
|---------------------|---------------|-----------------|-----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved        |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Street Cleaning |
| <b>Opened Date</b>  | 06-May-11     | <b>Priority</b> | (2) Normal      |
|                     |               | <b>Due Date</b> | 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

5/24/11: Per John Burd this is done.

**Issue 402**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Branches   |
| <b>Opened Date</b>  | 09-May-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | Don Henry     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes  |
| <b>Opened Date</b>  | 10-May-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 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

Per John Burd this was done on 5/11/11.

**Issue 404**

|                     |               |                 |                      |
|---------------------|---------------|-----------------|----------------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved             |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | parking lot clean up |
| <b>Opened Date</b>  | 12-May-11     | <b>Priority</b> | (1) High             |
|                     |               | <b>Due Date</b> | 5/12/2011            |

John, a resident came in complaining about Dog poop in the new parking lot. Animal control is aware of the problem in the meantime per Rich please clean up the dog poop that is there.

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

Thank you,

Debbie

5/23/11: Per John Burd this is done.

**Issue 405**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved   |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes  |
| <b>Opened Date</b>  | 12-May-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 5/13/2011  |

John, I rec'd a Municipal Service Request from Ms. Lopez from 127 E. Washington Ave. concerning the pot holes on Vannatta Street. Please repair and advise the Manager's office when this is done.

Thank you,

Debbie

5/23/11: Per John Burd this is done.

**Issue 406**

|                     |               |                 |           |
|---------------------|---------------|-----------------|-----------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved  |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes |
| <b>Opened Date</b>  | 12-May-11     | <b>Priority</b> | (1) High  |
|                     |               | <b>Due Date</b> | 5/13/2011 |

John, I rec'd complaints concerning pot holes in the following streets:

Hillcrest and Park Ave.  
Jefferson Street ( behind Burd Chevy)

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

Thank you,

Debbie

5/23/11: Per John Burd this is done.

**Issue 407**

|                     |               |                 |               |
|---------------------|---------------|-----------------|---------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | working on it |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Sink hole     |
| <b>Opened Date</b>  | 18-May-11     | <b>Priority</b> | (1) High      |
|                     |               | <b>Due Date</b> | 5/18/2011     |

John, a resident called in concerning the storm drain on the corner of O'Shea and Fisher Avenue that it is sinking. It is on the right side of the road. Please repair and advise the Manager's Office when this is done.

Thank you,

Debbie

I called this in to John on 5/18/11.

5/19/11 Per John there is now a temporary repair until the weather clears up.

**Issue 411**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 24-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/27/2011    |

John, a resident came in from 110 North Prospect St. He had branches come down from the storm last night.

Please pick up the branches and advise the Manager's Office when this is done.

Thank you,

Debbie

6/2/11 Per John Burd this is done.

**Issue 412**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 24-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/27/2011    |

John, the following addresses had branches come down from the storm last night please pick them up and advise the Manager's Office when this is done.

110 North Prospect Street  
25 School Street  
8 Lambert Street

Thank you,

Debbie

6/2/11 Per John Burd this is done.

**Issue 413**

|                     |               |                 |            |
|---------------------|---------------|-----------------|------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Sink hole  |
| <b>Opened Date</b>  | 24-May-11     | <b>Priority</b> | (2) Normal |
|                     |               | <b>Due Date</b> | 5/24/2011  |

John, please check out 131 Sunrise Terrace they claim there is a 4" inch pothole and possible sink hole.

Please advise the Manager's Office of the outcome.

Thank you,

Debbie

**Issue 414**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 24-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/26/2011    |

John, Heather Rick from 55 North Jackson Ave. called in that branches came down from last night's storm.

Please pick them up and advise the Manager's Office when this is done.

Thank you,

Debbie

6/2/11 Per John Burd this is done.

**Issue 415**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 24-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/27/2011    |

John, a manhole from the corner of Youmans and Broad Street need to be placed back. This manhole popped up from the storm last night. Also, please check the grate behind the manhole I was informed by a resident that was damaged too.

Debbie

**Issue 416**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 25-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/27/2011    |

John, the following addresses had branches come down from Monday's night storm. Please pick them up and advise the Manager's Office when this is done.

71 Carlton Ave.  
11 Miller Street.  
248 East Washington Ave (across from the Citgo)  
45 Flower Ave.  
15 State St.

Thank you,

Debbie

6/2/11 Per John Burd this is done.

**Issue 417**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 25-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/27/2011    |

John, a resident called in damage of holes that need to be patched up in front of 9 Adams Street. The name of the resident is Eddie Kostu and his phone # 908-235-7175.

Please check this out and advise the Manager's Office of the outcome.

Thank you,

Debbie

**Issue 418**

|                     |               |                 |                |
|---------------------|---------------|-----------------|----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active         |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Special Detail |
| <b>Opened Date</b>  | 26-May-11     | <b>Priority</b> | (2) Normal     |
|                     |               | <b>Due Date</b> | 5/27/2011      |

Don, I rec'd a phone call from a resident that behind the parking lot by the condos is a area that needs maintenance, grass cutting, removal of weeds and dog pooped.

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

Thank you,

Debbie

**Issue 419**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | Don Henry     | <b>Status</b>   | Resolved     |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 27-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 5/31/2011    |

Don, I have rec'd calls concerning branches from yet another storm last night that hit the Borough. Please pick them up and advise the Manager's Office when this is done.

190 Broad Street  
153 Across South Lincoln Ave.  
59 Carlton Ave.  
194 A Broad Street  
49 Flower Ave. (Facing Taft Ter)

Debbie

6/2/11 Per John Burd this is done.

**Issue 420**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 31-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 6/2/2011     |

John, the following address had branches that came down from last Thursday's storm.

25 Carlton Ave.

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

Debbie

**Issue 421**

|                     |               |                 |                 |
|---------------------|---------------|-----------------|-----------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active          |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Street Cleaning |
| <b>Opened Date</b>  | 31-May-11     | <b>Priority</b> | (2) Normal      |
|                     |               | <b>Due Date</b> | 6/3/2011        |

John, I rec'd a municipal service request from Eugene Martel from 91 Park Ave. concerning road cleaning. He claims that the gravel debris is washing down from Pohatcong Street. Please clean Park Ave. and advise the Manager's Office when this is done.

Debbie

**Issue 422**

|                     |               |                 |           |
|---------------------|---------------|-----------------|-----------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active    |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Pot Holes |
| <b>Opened Date</b>  | 31-May-11     | <b>Priority</b> | (1) High  |
|                     |               | <b>Due Date</b> | 6/3/2011  |

John, I rec'd a municipal service request from James Pendergast, 97 Flower Avenue concerning a pothole at the end of his driveway. Also, he claims the whole road needs repairing. Please repair and advise the Manager's Office when this is done.

Debbie

**Issue 423**

|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 31-May-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 6/3/2011     |

John/Don, I rec'd a phone call concerning branches that came down from last Thursday storm at 22 Prosper Way. He will leave them out on Van Buren

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

Debbie

**Issue 424**

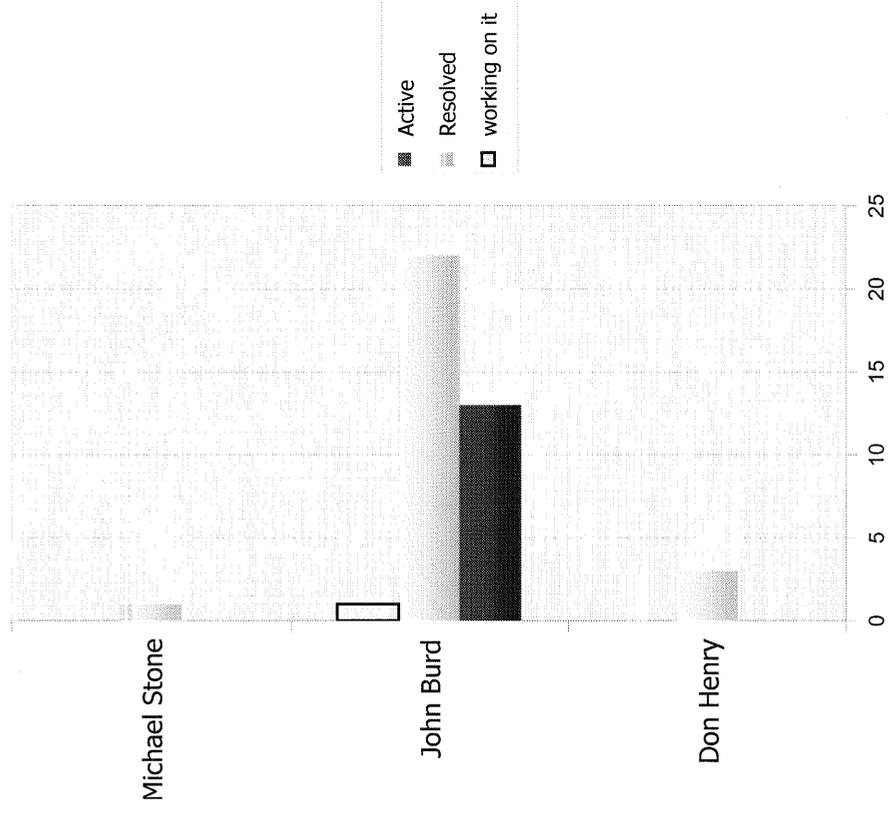
|                     |               |                 |              |
|---------------------|---------------|-----------------|--------------|
| <b>Assigned To:</b> | John Burd     | <b>Status</b>   | Active       |
| <b>Opened By:</b>   | Debbie Smolar | <b>Category</b> | Storm Damage |
| <b>Opened Date</b>  | 02-Jun-11     | <b>Priority</b> | (2) Normal   |
|                     |               | <b>Due Date</b> | 6/5/2011     |

John, I rec'd a phone call from a resident at 12 Prosper Way that needs branches picked up from the storms last week.

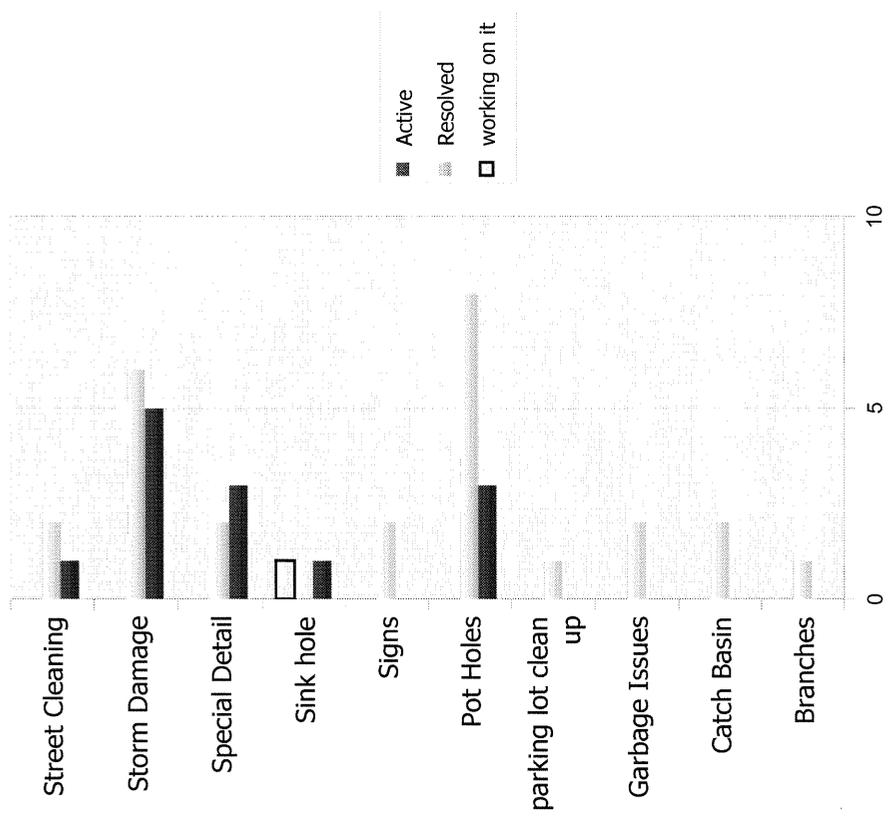
Please advise the Manager's Office when this is done.

Debbie

**Issues by Assigned To**



**Issues by Category**



## Kristine Blanchard

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**From:** Rich Phelan [rphelan@washingtonboro-nj.org]

**Sent:** Wednesday, May 18, 2011 7:35 AM

**To:** 'Kristine Blanchard'

**Subject:** FW: Engineering activity report - April/May

Please add under reports to the next agenda.

Rich

Richard D. Phelan  
Borough Manager

Borough of Washington  
100 Belvidere Ave.  
Washington, NJ 07882  
908-689-3600 (phone)  
908-689-9485 (fax)  
[rphelan@washingtonboro-nj.org](mailto:rphelan@washingtonboro-nj.org)

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**From:** Andrew Holt [mailto:aholt@suburbanconsulting.com]

**Sent:** Tuesday, May 17, 2011 6:58 PM

**To:** Rich Phelan

**Subject:** Engineering activity report - April/May

Rich:

The following summarizes the activities Suburban Consulting Engineers, Inc. (SCE) has undertaken on behalf of the Borough of Washington in the past month.

**Stormwater** – Annual stormwater report has been submitted by the annual deadline.

**Crosswalk** – We have coordinated with Light Guard to obtain replacements for all 12 light fixtures, as well as updated installation instructions to eliminate further failures of individual fixtures. Coordination with the Borough engaged welder for the repair of the damaged bolard.

**2011- 100 Manhole Dish Inserts** – SCE coordinated with you to confirm and discuss approach and will follow up with plant operation accordingly to identify and map proposed manhole insert locations. We will complete mapping once information has been provided by plant operator.

**South Prospect Gardner Ct – Report Final And Proposal For Next Phase** –Report and proposal final review. Anticipate final report and proposal will be completed next week.

**Beethoven Ave**– Conceptual design of roadway completed. Plans have been sent to sewer, water and gas utilities for mark up. Site visit on April 26 confirmed depth of pavement to be minimal. Have started final design of roadway for summer bid and construction.

**29 Broad Street** – We have coordinated the project / site plan status with Zoning Officer and confirmed that no final plans are on file. We have also contacted the property owners to coordinate what will be

5/18/2011

required moving forward to get them under control.

**P&P – Liquor Store Site Plan** - SCE performed a site inspection and the site is under construction. However, not all conditions of approval have been satisfied. The most significant condition is that the applicant must obtain confirmation from NJDOT that the change in use is covered under their existing permit. Also, no performance bond has been posted. The Board Engineer is coordinating with the applicant to finalize the plans in accordance with the resolution of approval. We have also coordinated with the applicant's attorney to get a maintenance bond in place.

**Park Hill SCD And Site Plan Inspections** – Construction started and is on schedule. SCE we will be performing weekly inspections.

**Tax Maps** – SCE will commence work on this task in the coming weeks.

**Parking Lot No Further Action Letter** – SCE is following up with the DEP on a regular basis; they have finally reviewed our submission and we are responding to their comments.

**Rt. 57 ADA Parking Signs** – We have discussed Jim Smith's deficiency notice with him, as well as our modifications to his requested corrections. A copy of our requested corrections has been sent to him for review and comment/approval.

**FEMA FIRM Panel (Map) Review** – We are reviewing the draft FIRM panel as well as the current panel to determine impacts to the Borough. We are also reviewing the Letters of Map Revisions (LOMRs) and Letters of Map Amendments (LOMAs) which were submitted to FEMA as part of their revision process.

**Borough Flood Ordinance Review** – A letter from the NJDEP was issued on April 19, 2011 requesting that the Borough revise its flood ordinance. Draft minimal ordinances were also provided. During the coming weeks SCE will be reviewing the draft ordinance vs. the Borough's current ordinance to ensure that the final ordinance revision includes all appropriate language.

**Andrew S. Holt, PE**, Vice President  
SUBURBAN CONSULTING ENGINEERS, INC.  
100 Valley Road, Suite 202  
Mount Arlington, NJ 07856

973-398-1776 (v) | 973-398-2121 (f) | [aholt@suburbanconsulting.com](mailto:aholt@suburbanconsulting.com)

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5/18/2011

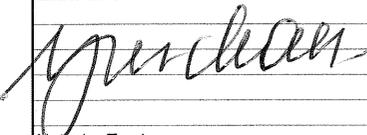
**WASHINGTON TOWNSHIP POLICE**  
**DEPARTMENT**  
**MONTHLY REPORT**  
**2011**

| ACTIVITY                       | APRIL          |
|--------------------------------|----------------|
| POLICE DISPATCHED INCIDENTS    | 2,858          |
| TOTAL CRIMINAL INVESTIGATIONS  | TOWNSHIP = 48  |
|                                | BOROUGH = 72   |
|                                | OXFORD = 12    |
| TOTAL CRIMINAL ARREST          | TOWNSHIP = 16  |
|                                | BOROUGH = 34   |
|                                | OXFORD = 1     |
| TOTAL MOTOR VEHICLE CRASHES    | TOWNSHIP = 19  |
|                                | BOROUGH = 20   |
|                                | OXFORD = 0     |
| MOTOR VEHICLE STOPS/COMPLAINTS | 498            |
| MOTOR VEHICLE SUMMONS          | TOWNSHIP = 108 |
| <i>NOT AVAILABLE</i>           | BOROUGH =      |
| <i>NOT AVAILABLE</i>           | OXFORD =       |
| CRIMES TO ANOTHER'S PROPERTY   | 49             |
| CDS /ALCOHOL INCIDENTS         | 33             |
| DOMESTIC/FAMILY ISSUES         | 71             |
| ALARMS                         | 46             |
| EMS/FIRE CALL                  | 117            |
| OTHER TYPES                    | 2,005          |
| PATROL MILE (APPROX.)          | 19,567         |

# Chief Financial Officer's Expenditure Report May 2011

|                                           | Expenditure Subtotals | Expenditure Totals  |
|-------------------------------------------|-----------------------|---------------------|
| <b>EXPENDITURES:</b>                      |                       |                     |
| Voucher & Claims List 5/03/11             |                       |                     |
| Current Fund 01-Reserve Year Expenditures | 51,717.28             |                     |
| Current Fund 01-Current Year Expenditures | 1,496,654.05          |                     |
| Total Current Fund                        |                       | 1,548,371.33        |
| General Capital Fund 04-Expenditures      |                       | 1,623.58            |
| MSU Fund 05-Expenditures                  | 585.79                |                     |
| Total MSU-Fund 05                         |                       | 585.79              |
| Animal Control Trust Fund 12-Expenditures |                       | 709.08              |
| Recreation Trust Fund 16-Expenditures     |                       | 14,412.75           |
| <b>Operating Fund Total</b>               |                       | <b>1,565,702.53</b> |
| Voucher & Claims List 5/17/11             |                       |                     |
| Current Fund 01-Current Year Expenditures | 1,255,848.26          |                     |
| Total Current Fund                        |                       | 1,255,848.26        |
| MSU Fund 05-Expenditures                  | 100,312.00            |                     |
| Total MSU-Fund 05                         |                       | 100,312.00          |
| Animal Control Trust Fund 12-Expenditures |                       | 459.00              |
| Recreation Trust Fund 16-Expenditures     |                       | 1,276.39            |
| <b>Operating Fund Total</b>               |                       | <b>1,357,895.65</b> |
| <b>Adjustments:</b>                       |                       |                     |
| <b>Payroll Entries for April:</b>         |                       |                     |
| Chk#4206 & #4207 (4/26/11 Current Acct.)  |                       | <43,055.21>         |
| 4/30/11 Payroll on V&C List 5/03/11       |                       |                     |
| <b>Payroll Entries for May:</b>           |                       |                     |
| Chk#4281 & #4282 (5/25/11 Current Acct.)  |                       | 44,752.23           |
| 5/31/11 Payroll on V&C List 6/08/11       |                       |                     |
| <b>TOTAL OPERATING FUND EXPENDITURES</b>  |                       | <b>2,925,295.20</b> |
| <b>GROUP FUND ESCROW-FUND 13</b>          |                       |                     |
| Voucher & Claims List 5/03/11             |                       | 10,949.27           |
| Voucher & Claims List 5/17/11             |                       | 7,541.19            |
| <b>Total Group Fund Escrow</b>            |                       | <b>18,490.46</b>    |

# Chief Financial Officer's Expenditure Report May 2011

|                                                                                  | Total Current Fund<br>Deposits/Interest | Total Non-Current<br>Disbursements | Total Current Fund<br>for May 2011 | Total Operating<br>Fund Expenditures |
|----------------------------------------------------------------------------------|-----------------------------------------|------------------------------------|------------------------------------|--------------------------------------|
| <b>INVESTMENT CONCENTRATION/FUNDING ACCOUNT:</b>                                 |                                         |                                    |                                    |                                      |
| Balance as of 4/30/11                                                            |                                         |                                    | 2,923,755.14                       |                                      |
| Total Deposits                                                                   |                                         |                                    | 2,747,065.44                       |                                      |
| Deposits                                                                         | 2,739,753.33                            |                                    |                                    |                                      |
| Interest                                                                         | 556.75                                  |                                    |                                    |                                      |
| Interfunds - Fr Animal Control (Salary & Wages)                                  | 6,755.36                                |                                    |                                    |                                      |
| Total Disbursements                                                              |                                         | 119,378.59                         | 2,805,916.61                       | 2,925,295.20                         |
| Balance as of 5/31/11                                                            |                                         |                                    | <b>2,864,903.97</b>                |                                      |
| <b>*Disbursement Difference = Non-Current Accounts</b>                           |                                         |                                    |                                    |                                      |
| MSU Fund 05-Current Year                                                         | 100,897.79                              |                                    |                                    |                                      |
| General Capital Fund 04                                                          | 1,623.58                                |                                    |                                    |                                      |
| Animal Control Trust Fund 12                                                     | 1,168.08                                |                                    |                                    |                                      |
| Recreation Trust Fund 16                                                         | 15,689.14                               |                                    |                                    |                                      |
| <b>Total Non-Current Disbursements</b>                                           | <b>119,378.59</b>                       |                                    |                                    |                                      |
| Respectfully Submitted,                                                          |                                         |                                    |                                    |                                      |
|  |                                         |                                    |                                    |                                      |
| Natasha Turchan<br>Chief Financial Officer                                       |                                         |                                    |                                    |                                      |
| Prepared by: Susan Fleming<br>June 3, 2011                                       |                                         |                                    |                                    |                                      |

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. All members shall be of good moral character. A member or alternate member may, after public hearing, if he or she requests one, be removed by the governing body for cause, for conviction of a crime involving moral turpitude or for unexcused absences from 3 consecutive monthly meetings. No member or alternate member shall be permitted to act on any matter in which the member or alternate member has either directly or indirectly any personal or financial interest.
- D. There shall be a minimum of one (1) but no more than two (2) members of the Borough Council appointed by the Mayor, with the advice and consent of Council, who shall serve as liaisons to the Board of Recreation Commissioners for a one year term. The Council shall decide at the beginning of each year as to whether there shall be one or two liaison members for that year who shall be permitted to participate in all meeting of the Board of Recreation Commissioners, but shall have no 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.

### **§ 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, roadways 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 objectives, 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 to the Borough Council, which, at a minimum will 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 and title to any such land so acquired shall be taken in the name of the Borough.

#### **§ 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. 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 and report to the Board of Recreation Commissioners. He/she shall serve under the supervision of the Board of Recreation Commissioners as to the day-to-day responsibilities of overseeing Borough recreation services and staff. 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. The Director shall receive such compensation as may be provided for the by Salary Ordinance.

### **§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 budgets, personnel policies and all financial and purchasing policies issues.
- C. Hire all recreation employees in consultation with the Board of 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 Board of 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 Board of 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 Board of Recreation Commissioners.
- H. Attend all meetings of the Board of Recreation Commissioners and respond to direction from the Board of Recreation Commissioners.
- I. Seek out recreation and senior citizen grants and write grant applications, in consultation with the Board of 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 # 91-2011

A RESOLUTION OF THE GOVERNING BODY CERTIFICATION  
OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2010 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Borough Council of the Borough of Washington, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

Roll Call: Ayes:

Na ys:

Abstentions:

---

Kristine Blanchard, R.M.C.  
Borough Clerk

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT  
THE MEETING HELD ON \_\_\_\_\_.

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

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY  
COUNTY OF WARREN

We, members of the governing body of the Borough of Washington, in the County of Warren, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected (or appointed) members of the Mayor and Borough Council of the Borough of Washington in the County of Warren;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year 2010;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

|              |              |
|--------------|--------------|
| (L.S.) _____ | (L.S.) _____ |

\_\_\_\_\_  
Clerk

Sworn to and subscribed before me this  
\_\_\_\_\_ Day of \_\_\_\_\_

\_\_\_\_\_  
Notary Public of New Jersey

The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

CORRECTIVE ACTION PLAN  
Borough of Washington  
County of Warren  
Audit report Year 2010

**Comments #1**

Reference to various balance sheets show interfund balances remaining at year end. Transactions invariably occur in one fund which requires a corresponding entry to be made in another fund, thus creating interfund balances. As a general rule, all interfund balances should be closed out as of the end of year.

**Recommendation**

The interfund balances be reviewed and liquidated on a periodic basis.

**Explanation and Corrective Action**

All interfund balances reviewed on a monthly basis and all possible interfunds eliminated at month-end. Funds for the interfunds that could not be eliminated will be raised in subsequent budgets to eliminate interfunds.

**Implementation Date**

Implemented

**Comments # 2**

There are grant receivables in the General Capital Fund and the Sewer Utility Capital need to be investigated for possible cancellation.

**Recommendation**

That Grant Receivable balances in the General Capital Fund and the Sewer Utility Capital Fund be reviewed and possibly cancelled.

**Explanation and Corrective Action**

All receivables were investigated during 2010 and are ready to be cancelled during 2011. Provisions for those cancellations were made in 2011 budget.

**Implementation Date**

Implemented

**Comments #3**

Contracts payable in the General Capital Fund listed on the General Ledger does not agree with the subsidiary ledger.

**Recommendation**

That Contract Payable Subsidiary Ledgers agree with the General Ledger in the General Capital Fund

**Explanation and Corrective Action**

Old contracts payable in General Capital fund subsidiary ledger will be reviewed. Old purchase orders will be formally closed and reconciled to the general Ledger.

**Implementation Date**

Throughout the 2011.

**Comments #4**

Consumer Accounts Receivable and Sewer Overpayments in the Sewer Utility Fund listed on the General Ledger do not agree with the subsidiary ledgers.

**Recommendation**

That Consumer Accounts Receivable and Sewer Overpayments in the Sewer Utility Fund agree with the General Ledger balance.

**Explanation and Corrective Action**

Sewer Utility billing was brought in house in July 2010. Constant efforts are being made to reconcile all of the records brought forward.

**Implementation Date**

Throughout the year

**Comments #5**

There is Deferred Charge for Future Taxation-Unfunded over five years old.

**Recommendation**

That the Deferred Charge to Future Taxation-Unfunded over five years old be cancelled or funded.

**Explanation and Corrective Action**

Deferred Charges to Future Taxation are constantly reviewed for cancellation or funding through the budget. Several capital appropriations were cancelled in 2010; additional appropriations were budgeted in the 2011 budgeted to fund deferred charges. Additional deferred charges will be budgeted in 2012 budget or cancelled in 2011.

**Implementation Date**

Started implementation in 2011 budget

**Comments #6**

Sewer revenue reports do not agree to the general ledger.

**Recommendation**

That the Sewer Revenue reports agree with the General Ledger.

**Explanations and Corective Action**

Sewer Utility billing was brough in house in July 2010. Constant efforts are being made to reconcile all of the records brought forward. Additional revenue accounts were created in 2011 to ensure reconciliation between revenue reports and the general ledger.

**Implementation Date**

On going

**Comments #7**

There are tax overpayments on the balance sheet that need to be reviewed for possible cancellation.

**Recommendation**

That tax overpayments be reviewed for possible cancellation

**Explanations and Corrective Action**

Tax overpayments ledger will be reviewed and balances cancelled or applied.

**Implementation date**

On going

**Comments #8**

The Clerk's Department did not maintain a formal cash receipts journal

**Recommendation**

That the Clerk's Department maintains a formal Cash Receipts Journal.

**Explanation and Corrective Action**

The Clerk's Department procedures will be reviewed and proper procedures implemented.

**Implementation Date**

On going

**Comments #9**

A formal cash receipts journal was not maintained by Collector

**Recommendation**

That a formal Cash Receipts Journal be maintained by the Animal Control Trust Fund Collector.

**Explanation and Corrective Action**

With the assistance of current software, every licenses issued is automatically posted as revenue collected and reconciled on a monthly basis. Procedures will be further reviewed and improved.

**Implementation Date**

On going

**Comments #10**

Unused dog tags were not available for audit.

**Recommendation**

That unused dog tags be maintained and available for audit.

**Explanation and Corrective Action**

2010 tags were disposed before audit was complete. 2011 tags will be retained until the end of the audit.

**Implementation Date**

Immediately

**Comments #11**

There were 42 tickets assigned but not issued over 181 days old.

**Recommendation**

That Municipal Court tickets over 181 days old be recalled and reassigned through the ATS System.

**Explanation and Corrective Action**

In 2010 the Borough entered into an interlocal agreement with Mansfield Township for Municipal Court Services. In addition, police services in the Borough are provided by the Township of Washington. Both municipalities will be contacted and will work together with the Borough to resolve this issue.

**Implementation Date**

On going

**RESOLUTION 92# 2011**

**A RESOLUTION AUTHORIZING THE RELEASE OF STREET  
OPENING ESCROW**

**WHEREAS**, Inscho Plumbing and Heating applied for a street opening permit number 2-2010; and

**WHEREAS**, funds were posted in escrow to cover the cost of professional review of this application; and

**WHEREAS**, Municipal Engineer Andrew S. Holt, P.E. has determined after reviewing the site that the escrow account money can be released.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer is hereby authorized to issue a check to Inscho Plumbing and Heating in the amount of \$500.00.

The above Resolution was moved by \_\_\_\_\_,  
seconded by \_\_\_\_\_, voted and carried this 8th day of  
June, 2011.

Roll Call:     Ayes:  
                  Nays:  
                  Abstentions:

---

Kristine Blanchard, RMC  
Borough Clerk

**THE BOROUGH OF WASHINGTON**

100 Belvidere Ave  
Washington, 07882

**RESOLUTION 93-2011**

**RESOLUTION TO ADOPT THE MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN**

**WHEREAS**, the Borough of Washington has experienced various natural hazard events and has been found to be vulnerable to damages resulting from these events, such as property loss, economic hardship, and threats to public health and safety; and

**WHEREAS**, the Borough of Washington had previously entered into an agreement with the County of Warren to participate in the development of a Regional All-Hazards Pre-Disaster Mitigation Plan, now known as the Multi-Jurisdictional Hazard Mitigation Plan (the Plan); and

**WHEREAS**, the Plan recommends hazard mitigation actions that will protect people and property affected by natural hazards, will reduce future public, private, community and personal costs of disaster response and recovery, and will reinforce Washington Borough's leadership in emergency preparedness efforts; and

**WHEREAS**, the Plan, having been open to public review and comment on May 19<sup>th</sup>, 2010 and on July 22<sup>nd</sup>, 2010 and meeting all other requirements as ordered by the New Jersey State Police, Emergency Management Section, Hazards Mitigation Unit, and the Federal Emergency Management Agency, Region 2, New York City, has been approved by both the State and Federal entities; and

**WHEREAS**, the Disaster Mitigation Act of 2000 (P.L. 106-390) and associated Federal regulations published under 44 CFR Part 201 require the Borough of Washington to formally adopt a Hazard Mitigation Plan to be eligible for federal funds for hazard mitigation projects and activities;

**NOW, THEREFORE BE IT RESOLVED** by the Council of the Borough of Washington, that the Multi-Jurisdictional Hazard Mitigation Plan is hereby adopted as an official plan and that appropriate steps be taken to execute recommended actions, including periodic updates, and to fulfill reporting requirements as specified in the Plan.

**ROLL CALL:**

I hereby certify the above to be a true copy of a resolution adopted by the Council of the Borough of Washington on the date above mentioned.

---

Kristine Blanchard

Town Clerk

To: Kristine Blanchard, Town Clerk  
From: Frank LeClair, EMC  
Ref: County Mitigation Plan  
Date: May 13<sup>th</sup>, 2011

Kristine,

I have been involved with the County in preparing a Hazard Mitigation Plan, which is now complete. This plan will need to be accepted by the town via a resolution. I have included a brief summary as well as the reasons I believe the town should adopt said plan.

The County's Pre-Disaster Mitigation Plan deals primarily with flooding. As the Borough of Washington does not sit along a river and generally has few problems with flooding, very little of the plan actually applies to us. However, the central theme of this plan is for the prevention of damage that may occur during a flood. This could include everything from re-directing runoff to raising homes. Adopting such a plan is the first step in seeking financial aid from FEMA to prevent flooding problems before they occur.

During heavy rains, the Shabacong Creek often floods and overflows into Washington Ave by the railroad culvert. Also, there is an issue with runoff passing (or failing to pass) through the newly constructed bridge on Washington Ave near Ramapo Way.

Should the town pass a resolution to adopt the County's plan, we may qualify for assistance to look into correcting these issues.

As I can see only a benefit to the town in seeking aid in preventing these issues, and no downside, I recommend we adopt the plan.

With respect,

Frank LeClair  
Emergency Management Coordinator  
Washington Office of Emergency Management

**RESOLUTION 94-2011**  
**AUTHORIZING CANCELLATION OF THE RECEIVABLES IN THE**  
**GENERAL CAPITAL FUND AND SEWER CAPITAL FUND**

**WHEREAS**, General Capital receivables were established at the time of the bond ordinances, and;

**WHEREAS**, the capital projects are now complete, and;

**WHEREAS**, final reimbursements from received from DOT based on final scope of the projects and final cost

**NOW THEREFORE**, Governing Body of the Washington Borough, Warren County, authorizes CFO to cancel the following receivables

General Capital Fund Receivables:

|                   |              |
|-------------------|--------------|
| Ordinance 2005-01 | \$109,763.20 |
| Ordinance 2006-07 | \$29,999.80  |

Sewer Capital Fund Receivables:

|                                   |              |
|-----------------------------------|--------------|
| Wastewater Escrow Receivable      | \$303,036.66 |
| Wastewater Fund Loans Receivable  | \$43,982.00  |
| Wastewater Trust Loans Receivable | \$43,982.00  |

Sewer Capital Fund Reserves:

|                                  |             |
|----------------------------------|-------------|
| Wastewater Trust loan Receivable | \$45,741.00 |
| McKinley Avenue Sewer            | \$4,430.93  |

**RESOLUTION # 95-2011**  
**A RESOLUTION AUTHORIZING DEDICATION BY RIDER FOR**  
**ONE-TIME FRANCHISE RENEWAL PAYMENT FOR TELECOMMUNICATION**  
**EXPENSES**

**WHEREAS**, permission is required of the Director of the Division of Local Government Services for the approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonable accurate estimates in advance; and,

**WHEREAS**, N.J.S.A. 40A-39 provided that the Director of the Division of Local Government Services may approve expenditures of monies by dedication by rider;

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

1. The governing body hereby requests permission of the Director of the Division of Local Government Services to establish dedication by rider for telecommunications expenses in accordance with provisions of P.L. 2001, c.138 as per N.J.S.A. 40A:4-39 and
2. The municipal clerk of the Borough of Washington, in the County of Warren, State of New Jersey is hereby directed to forward two certified copies of this resolution to the Director of the Division of Local Government Services.

I, Kristine Blanchard, Municipal Clerk Borough of Washington, in the County of Warren, State of New Jersey do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the governing body of the Borough of Washington, in the County of Warren, State of New Jersey at a regular meeting of said governing body held on

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\_\_\_\_\_

**RESOLUTION 96-2011**  
**AUTHORIZING CANCELLATION OF THE RESERVE FOR REVALUATION**

**WHEREAS**, Current Fund maintains reserves for various purposes

**WHEREAS**, reserve for revaluations is not longer needed

**WHEREAS**, revaluation project is completed

**NOW THEREFORE**, Governing Body of the Washington Borough, Warren County, authorizes CFO to cancel the following reserves:

Reserve for Revaluation        \$868.10

**RESOLUTION 97-2011**  
**AUTHORIZING CANCELLATION OF THE RESERVE FOR SPECIAL**  
**IMPROVEMENT DISTRICT TAX**

**WHEREAS**, Current Fund maintains reserves for various purposes

**WHEREAS**, reserve for Special Improvement District Tax Payable is no longer required

**WHEREAS**, Special Improvement District taxes for prior years were paid in full

**NOW THEREFORE**, Governing Body of the Washington Borough, Warren County,  
authorizes CFO to cancel the following reserves:

Special Improvement District Tax Payable   \$4,789.20

**RESOLUTION # 98-2011**

**A RESOLUTION TO REFUND OVERPAYMENT  
ON 2011 CURRENT YEAR REAL ESTATE TAXES**

**WHEREAS**, according to the Tax Collector's records, there is an overpayment of \$1,548.36 on 2011 2<sup>nd</sup> Quarter Regular Taxes paid on property located at 104 Myrtle Avenue, also known as Block 44 Lot 27, and in the name of Wells Fargo Bank, NA; and

**WHEREAS**, Attorney Schneider paid 2R11 taxes for the new property owner on 4-18-11 and BAC Tax Services Corp paid the 2R11 taxes for the former property owner; and

**WHEREAS**, the Tax Collector has received a written request from BAC Tax Services Corp requesting that the tax overpayment be refunded due to recent sale of the property.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey, to hereby authorize the Tax Collector and Treasurer to refund the amount of \$1,548.36 payable to:

BAC Tax Services Corp  
PO Box 10211, CA6-913-LB-01  
Van Nuys, CA 91499

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

\_\_\_\_\_, voted and carried this 8<sup>th</sup> day of June, 2011.

Roll Call:     Ayes:

Nays:

Abstentions:

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

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

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

**RESOLUTION # 99 -2011**

**RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY VIA PUBLIC  
AUCTION**

**WHEREAS**, *N.J.S.A.* 40A:11-36 permits a municipality sell personal property not needed for public use to via public auction; and

**WHEREAS**, the Borough owns one (1) old-model fire truck which is not needed by the Borough, can no longer be operated and is of no practical use to the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Washington, Warren County, New Jersey, that it hereby authorizes the auction of the fire truck listed below via public auction in accordance with the Local Public Contracts Law.

1975 Mack Aerialscope

CF611FAP1768

I do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Borough Washington at a meeting duly held on June 8, 2011.

Roll Call:

Ayes:

Nays:

**Kristine Blanchard, RMC  
Borough Clerk**

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

**RESOLUTION # 100-2011**

**RESOLUTION AUTHORIZING SALE OF SURPLUS PROPERTY VIA PUBLIC  
AUCTION**

**WHEREAS**, *N.J.S.A.* 40A:11-36 permits a municipality sell personal property not needed for public use to via public auction; and

**WHEREAS**, the Borough owns one (1) KIFCO Water Reel with various attachments which is no longer needed by the Borough.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Washington, Warren County, New Jersey, that it hereby authorizes the auction of the KIFCO Water Reel in accordance with the Local Public Contracts Law.

I do hereby certify that the foregoing is a correct and true copy of a Resolution adopted by the Borough Washington at a meeting duly held on

Roll Call:

Ayes:

Nayes:

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**Kristine Blanchard, RMC**  
**Borough Clerk**

**RESOLUTION 101# 2011**

**A RESOLUTION AUTHORIZING THE RELEASE OF STREET  
OPENING ESCROW**

**WHEREAS**, Brian and Susanna Olson applied for a street opening permit number 7-2010; and

**WHEREAS**, funds were posted in escrow to cover the cost of professional review of this application; and

**WHEREAS**, Municipal Engineer Andrew S. Holt, P.E. has determined after reviewing the site that the escrow account money can be released.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer is hereby authorized to issue a check to Brian and Susanna Olson in the amount of \$865.00.

The above Resolution was moved by \_\_\_\_\_,  
seconded by \_\_\_\_\_, voted and carried this 8th day of  
June, 2011.

Roll Call:     Ayes:  
                  Nays:  
                  Abstentions:

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Kristine Blanchard, RMC  
Borough Clerk

**RESOLUTION #102-2011**

**RESOLUTION GRANTING PERMISSION FOR A  
FIREWORKS DISPLAY IN THE  
BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY.**

**BE IT RESOLVED**, by the Mayor and Common Council of the Borough of Washington, Warren County, New Jersey that permission is hereby granted to Washington Celebrates America Inc. have a **Fireworks Display** in the Borough of Washington at 9:00 P.M., **Monday, July 4, 2011** with a **Rain Date of Sunday, July 10, 2011.**

**BE IT RESOLVED**, that a true copy of this Resolution be forwarded to the New Jersey Department of Labor and Industry, Trenton, NJ, together with a copy of the required Certificate of Liability Insurance

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

Seconded by \_\_\_\_\_, voted and carried this 8th day of June,

2011.

Roll Call:     Ayes:  
                  Nays:  
                  Abstained:

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

**RESOLUTION #104-2011**

**A RESOLUTION AUTHORIZING APPLYING OVERPAYMENT OF 2010  
REAL ESTATE TAXES DUE TO TAX COURT APPEAL**

**WHEREAS**, according to the Tax Collector's records, there exists an overpayment of \$1,975.74 on the 4th quarter 2010 Taxes paid on property located at 284 E Washington Avenue, also known as Block 72 Lot 24.03 and assessed in the name of Masenior, Josh; and

**WHEREAS**, a Tax Court Appeal was granted on the 2010 Assessed Value creating this tax overpayment and Mr. Masenior has requested to have the overpayment applied to the 2011 Taxes.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey to hereby authorize the Tax Collector to transfer the overpayment to the 2011 Taxes.

The above Resolution was moved by \_\_\_\_\_, seconded by \_\_\_\_\_, voted and carried this 8th day of June, 2011.

Roll Call:      Ayes:

                    Nays:

                    Abstentions:

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Kristine Blanchard, RMC  
Borough Clerk

CC: Kay F. Stasyshan, Tax Collector  
Block/Lot File  
Masenior, Josh

BILL LIST 6/08/11

P.O. Type: All  
 Format: Detail with Line Item Notes  
 Range: 1-05-55-000-000 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 Paid: Y  
 Bid: Y State: Y Other: Y  
 Received Date Range: 05/19/11 to 12/31/11  
 Include Non-Budgeted: Y

| Budget Account      | Description                                                  | Item Description                                                                                                                      | Amount    | Stat/Chk | Enc Date | First Rcvd | Chk/Void              | PO Type |
|---------------------|--------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-----------|----------|----------|------------|-----------------------|---------|
| P.O. Id             | Item Vendor                                                  |                                                                                                                                       |           |          |          | Date       | Date                  | Invoice |
| Fund:               | SEWER OPERATING FUND                                         |                                                                                                                                       |           |          |          |            |                       |         |
| 1-05-55-502-000-023 | Telephone                                                    |                                                                                                                                       |           |          |          |            |                       |         |
| 11-00103            | 6 VERIZON VERIZON, INC.                                      | 5/16-6/15/11 689-3913 CENTEX<br>Telecommunications (General) (Exempt)                                                                 | 28.07     | A        | 01/19/11 | 06/01/11   |                       | B       |
| 1-05-55-502-000-028 | SEWER OPERATING Contractual Svcs                             |                                                                                                                                       |           |          |          |            |                       |         |
| 11-00210            | 4 SUBCON SUBURBAN CONSULTING ENGINEERS                       | 2011 SEWER ENGINEERING SERVICE<br>Tracking Id: 2780 Professional Services - Engineering (Exempt)                                      | 2,812.50  | A        | 02/09/11 | 05/31/11   | 16371                 | C       |
|                     |                                                              | SERVICES THROUGH 4/10/11-5/7/11                                                                                                       |           |          |          |            | Contract No: C1-00005 |         |
| 11-00581            | 2 USFILT VEOLIA WATER                                        | APRIL 2011 SEWER OPER. & MAINT<br>Tracking Id: 3712 water & wastewater Operations (Non-Exempt)                                        | 54,307.19 | A        | 06/01/11 | 06/01/11   | 00003269              | B       |
| 11-00581            | 3 USFILT VEOLIA WATER                                        | APRIL 2011 MEADOWS DEVELOPMENT<br>Tracking Id: 3712 water & wastewater Operations (Non-Exempt)                                        | 206.77    | A        | 06/01/11 | 06/01/11   | 00003269              | B       |
|                     | LIFT STATION                                                 |                                                                                                                                       |           |          |          |            |                       |         |
|                     |                                                              |                                                                                                                                       | -----     |          |          |            |                       |         |
|                     |                                                              |                                                                                                                                       | 57,326.46 |          |          |            |                       |         |
| 1-05-55-502-000-033 | SEWER OPERATING Maint of Other Equip                         |                                                                                                                                       |           |          |          |            |                       |         |
| 11-00494            | 1 RRPUM R & R PUMP & CONTROL SERVICES, EMERGENCY PUMP REPAIR |                                                                                                                                       |           |          |          |            |                       |         |
|                     |                                                              | Tracking Id: 3690 water & wastewater Equipment (Non-Exempt)<br>TO THE PUMP LOCATED AT THE MEADOWS<br>PUMP STATION ON ALVIN SLOAN AVE. | 3,970.10  | A        | 04/27/11 | 06/01/11   | P4738-11              |         |
| 1-05-55-502-000-071 | SEWER OPERATING Utilities-Electricity                        |                                                                                                                                       |           |          |          |            |                       |         |
| 11-00164            | 13 GPU JCP&L                                                 | 3/22-4/20/11 KINNAWAN AVE<br>Utilities - Electric (Exempt)                                                                            | 25.10     | A        | 02/02/11 | 06/01/11   |                       | B       |
| 11-00164            | 14 GPU JCP&L                                                 | 4/9-5/10/11 RAMAPO WAY<br>Utilities - Electric (Exempt)                                                                               | 15.42     | A        | 02/02/11 | 06/01/11   |                       | B       |
| 11-00164            | 15 GPU JCP&L                                                 | 4/21-5/18/11 WOLFE ESTATE PUMP<br>Station<br>Utilities - Electric (Exempt)                                                            | 276.30    | A        | 02/02/11 | 06/02/11   |                       | B       |

| Budget Account                   | Description                                                             | Item Description                                                 | Amount    | Stat/Chk           | Enc Date | First Rcvd | Chk/Void | Invoice  | PO Type |
|----------------------------------|-------------------------------------------------------------------------|------------------------------------------------------------------|-----------|--------------------|----------|------------|----------|----------|---------|
| P.O. Id                          | Item Vendor                                                             |                                                                  |           |                    |          | Date       | Date     |          |         |
| 11-00164                         | 16 GPU JCP&L<br>Tracking Id: 3611<br>STATION                            | 4/27-5/26/11 S PROSPECT PUMP<br>Utilities - Electric (Exempt)    | 4.63      | A                  | 02/02/11 | 06/03/11   |          |          | B       |
| 11-00588                         | 1 USFILT VEOLIA WATER<br>Tracking Id: 3611<br>SEWER PLANT               | JAN 12-FEB 9, 2011 ELECTRICITY<br>Utilities - Electric (Exempt)  | 11,363.19 | A                  | 06/01/11 | 06/01/11   |          | 00003519 |         |
| 11-00588                         | 2 USFILT VEOLIA WATER<br>Tracking Id: 3611<br>SEWER PLANT               | FEB 10-MAR 10, 2011 ELECTRICITY<br>Utilities - Electric (Exempt) | 10,688.24 | A                  | 06/01/11 | 06/01/11   |          | 00003519 |         |
| 11-00588                         | 3 USFILT VEOLIA WATER<br>Tracking Id: 3611<br>SEWER PLANT               | MAR 11-APR 8, 2011 ELECTRICITY<br>Utilities - Electric (Exempt)  | 10,037.51 | A                  | 06/01/11 | 06/01/11   |          | 00003519 |         |
|                                  |                                                                         |                                                                  | -----     |                    |          |            |          |          |         |
|                                  |                                                                         |                                                                  | 32,410.39 |                    |          |            |          |          |         |
| 1-05-55-502-000-078              | SEWER OPERATING Utilities-Water                                         |                                                                  |           |                    |          |            |          |          |         |
| 11-00098                         | 6 NJWATR NJ AMERICAN WATER CO.INC<br>Tracking Id: 3615<br>SLOAN HYDRANT | 4/14-5/16/11 WATER - ALVIN<br>Utilities - Water (Exempt)         | 10.00     | A                  | 01/19/11 | 06/01/11   |          |          | B       |
| 1-05-55-502-000-079              | SEWER OPERATING Utilities-Natural Gas                                   |                                                                  |           |                    |          |            |          |          |         |
| 11-00165                         | 6 ELITZG ELIZABETHTOWN GAS<br>Tracking Id: 3612                         | 4/8-5/9/11 NATURAL GAS-SEWER<br>Utilities - Gas (Exempt)         | 22.13     | A                  | 02/02/11 | 06/01/11   |          |          | B       |
| Department Total:                |                                                                         |                                                                  | 93,767.15 |                    |          |            |          |          |         |
| CAFR Total:                      |                                                                         |                                                                  | 93,767.15 |                    |          |            |          |          |         |
| Fund Total: SEWER OPERATING FUND |                                                                         |                                                                  | 93,767.15 |                    |          |            |          |          |         |
| Year Total:                      |                                                                         |                                                                  | 93,767.15 |                    |          |            |          |          |         |
| Total P.O. Items:                | 14                                                                      | Total List Amount:                                               | 93,767.15 | Total Void Amount: | 0.00     |            |          |          |         |

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| Fund Description     | Fund | Budget Total     |
|----------------------|------|------------------|
| SEWER OPERATING FUND | 1-05 | 93,767.15        |
| Total of All Funds:  |      | <u>93,767.15</u> |

BILL LIST 6/08/11

P.O. Type: All  
Range: First to Last  
Format: Detail with Line Item Notes Received Date Range: 05/19/11 to 12/31/11  
Include Non-Budgeted: Y

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

| 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 |
|-------------------------------------------------|------------------------------------------------------------|------------------|--------|---------------------|-----------------------------------------|----------|-------------------|-------------------|---------------|---------|------|
| ASHYD A & S HYDRAULICS, INC.                    | 11-00522 05/09/11 VEHICLE MAINTENANCE & PARTS B            |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | 2 REPLACE TWO HOSES FOR BRAKES 280.00 1-01-26-290-000-025  | B                | 280.00 | 1-01-26-290-000-025 | B STREETS & ROADS vehicle Maint         | A        | 05/09/11 05/31/11 | 05/09/11 05/31/11 | 1848          |         | N    |
|                                                 | Tracking Id: 310 Auto Parts & Accessories (Non-Exempt)     |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | Vendor Total: 280.00                                       |                  | 280.00 |                     |                                         |          |                   |                   |               |         |      |
| ADPPAY ADP, INC.                                | 11-00410 04/05/11 APRIL 2011 PROCESSING CHARGES B          |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | 4 APRIL 2011 PROCESSING CHARGES 118.00 1-01-20-130-000-029 | B                | 118.00 | 1-01-20-130-000-029 | B FINANCIAL ADMIN Other Contr Svcs      | A        | 05/31/11 05/31/11 | 05/31/11 05/31/11 | 520421        |         | N    |
|                                                 | Tracking Id: 2570 Payroll (General) (Non-Exempt)           |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | NJ UI PERIOD ENDING 4/5/11                                 |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | QTRLY DOCS/SHIPPING AND HANDLING PERIOD                    |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | ENDING 4/18/11                                             |                  |        |                     |                                         |          |                   |                   |               |         |      |
| 11-00539 05/11/11 MAY 2011 PROCESSING CHARGES B |                                                            |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | 2 MAY 2011 PROCESSING CHARGES 236.00 1-01-20-130-000-029   | B                | 236.00 | 1-01-20-130-000-029 | B FINANCIAL ADMIN Other Contr Svcs      | A        | 05/11/11 05/31/11 | 05/11/11 05/31/11 | 537906        |         | N    |
|                                                 | Tracking Id: 2570 Payroll (General) (Non-Exempt)           |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | PERIOD ENDING 5/15/11                                      |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | Vendor Total: 354.00                                       |                  | 354.00 |                     |                                         |          |                   |                   |               |         |      |
| ADTSEC ADT SECURITY SYSTEMS INC.                | 11-00353 03/24/11 APR-JUNE SECURITY MONITORING B           |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | 4 JUNE 2011 SECURITY MONITORING 257.71 1-01-26-310-000-026 | B                | 257.71 | 1-01-26-310-000-026 | B BUILDINGS & GROUNDS Maint Other Equip | A        | 03/24/11 05/31/11 | 03/24/11 05/31/11 | 46965419      |         | N    |
|                                                 | Tracking Id: 2990 Safety & Security (Non-Exempt)           |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | Vendor Total: 257.71                                       |                  | 257.71 |                     |                                         |          |                   |                   |               |         |      |
| ADVANC ADVANCE AUTO PARTS INC.                  | 11-00349 03/24/11 GENERAL SUPPLIES B                       |                  |        |                     |                                         |          |                   |                   |               |         |      |
|                                                 | 2 GREEN GREASE & ALUM. STOP LEAK 24.97 1-01-26-290-000-034 | B                | 24.97  | 1-01-26-290-000-034 | B STREETS & ROADS vehicle Parts         | A        | 03/24/11 05/31/11 | 03/24/11 05/31/11 | 6276112447212 |         | N    |











| Vendor # Name                                                 | PO # PO Date Description | Contract PO Type    | Amount | Charge Account | Acct Type Description           | Stat/Chk | First Rcvd | Enc Date | Chk/Void | Invoice | 1099 |
|---------------------------------------------------------------|--------------------------|---------------------|--------|----------------|---------------------------------|----------|------------|----------|----------|---------|------|
| Item Description                                              |                          |                     |        |                |                                 |          | Date       | Date     | Date     |         | Excl |
| 1 UMPIRE FEE - GIRLS SOFTBALL                                 | 50.00                    | T-16-00-858-000-862 |        | B              | GIRLS SOFTBALL Referees/Umpires | A        | 05/25/11   | 05/31/11 |          |         | N    |
| Tracking Id: 3272 Sports Referee/Umpire Services (Non-Exempt) |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 5-11-11 Int 5/6 Girls Softball Game                           |                          |                     |        |                |                                 |          |            |          |          |         |      |
| Vendor Total:                                                 | 50.00                    |                     |        |                |                                 |          |            |          |          |         |      |
| MCCLA HANK MC CLARY                                           |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 11-00576 05/31/11 UMPIRE FEE - GIRLS SOFTBALL                 | 50.00                    | T-16-00-858-000-862 |        | B              | GIRLS SOFTBALL Referees/Umpires | A        | 05/31/11   | 06/02/11 |          |         | N    |
| Tracking Id: 3272 Sports Referee/Umpire Services (Non-Exempt) |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 5/25/11 vs. Freylinghuysen coach John Howey                   |                          |                     |        |                |                                 |          |            |          |          |         |      |
| Vendor Total:                                                 | 50.00                    |                     |        |                |                                 |          |            |          |          |         |      |
| HEYER HEYER, GRUEL & ASSOCIATES                               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 11-00598 06/02/11 planning serv thru 4/30/11                  | 315.00                   | T-13-00-687-000-000 |        | B              | P & P OF WASHINGTON LLC         | A        | 06/02/11   | 06/02/11 |          | 30456   | N    |
| Tracking Id: 2840 Professional Services - Planning (Exempt)   |                          |                     |        |                |                                 |          |            |          |          |         |      |
| THROUGH 4/30/11                                               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| Vendor Total:                                                 | 1,451.25                 |                     |        |                |                                 |          |            |          |          |         |      |
| 11-00607 06/02/11 planning serv thru 4/30/11                  | 1,136.25                 | 1-01-21-180-000-028 |        | B              | PLANNING BOARD Contractua Svcs  | A        | 06/02/11   | 06/02/11 |          | 30455   | N    |
| Tracking Id: 2840 Professional Services - Planning (Exempt)   |                          |                     |        |                |                                 |          |            |          |          |         |      |
| Vendor Total:                                                 | 1,451.25                 |                     |        |                |                                 |          |            |          |          |         |      |
| GPU JCP&L                                                     |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 11-00091 01/19/11 JAN-APRIL 2011 TRAFFIC LIGHTS               | 55.37                    | 1-01-31-435-000-100 |        | B              | TRAFFIC LIGHTS Traffic Lights   | A        | 01/19/11   | 06/01/11 |          |         | N    |
| Tracking Id: 3611 Utilities - Electric (Exempt)               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 29 4/1-5/3/11 RT31 & JEFFERSON                                | 16.35                    | 1-01-31-435-000-100 |        | B              | TRAFFIC LIGHTS Traffic Lights   | A        | 01/19/11   | 06/01/11 |          |         | N    |
| Tracking Id: 3611 Utilities - Electric (Exempt)               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 30 4/2-5/3/11 CATELLE COURT                                   | 4.94                     | 1-01-31-435-000-100 |        | B              | TRAFFIC LIGHTS Traffic Lights   | A        | 01/19/11   | 06/01/11 |          |         | N    |
| Tracking Id: 3611 Utilities - Electric (Exempt)               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 31 4/5-5/4/11 BELVIDERE & CHURCH                              | 27.60                    | 1-01-31-435-000-100 |        | B              | TRAFFIC LIGHTS Traffic Lights   | A        | 01/19/11   | 06/01/11 |          |         | N    |
| Tracking Id: 3611 Utilities - Electric (Exempt)               |                          |                     |        |                |                                 |          |            |          |          |         |      |
| 32 4/23-5/24/11 BROAD STREET                                  | 37.58                    | 1-01-31-435-000-100 |        | B              | TRAFFIC LIGHTS Traffic Lights   | A        | 01/19/11   | 06/01/11 |          |         | N    |











| Vendor # Name | PO # PO Date Description                                                                       | Amount   | Charge Account      | Contract PO Type | Acct Type Description                         | Stat/Chk | Enc Date | First Rcvd Date | Chk/Void Date | Invoice | 1099 Excl |
|---------------|------------------------------------------------------------------------------------------------|----------|---------------------|------------------|-----------------------------------------------|----------|----------|-----------------|---------------|---------|-----------|
| 11-00169      | 02/02/11 DPW PRE-CONSTRUCTION&OVERSITE                                                         |          | B                   |                  |                                               |          |          |                 |               |         |           |
| 5             | DPW PRE-CONSTRUCTION&OVERSITE                                                                  | 40.00    | 0-01-26-290-000-029 | B                | B STREETS & ROADS-Other Contr Svcs            | A        | 02/02/11 | 05/31/11        | 16362         | 16362   | N         |
|               | Tracking Id: 2790 Professional Services - Engineering (Non-Exempt) SERVICES FOR 4/10/11-5/7/11 |          |                     |                  |                                               |          |          |                 |               |         |           |
| 11-00209      | 02/09/11 2011 GENERAL ENGINEERING SERV. CI-00004 C                                             |          |                     |                  |                                               |          |          |                 |               |         |           |
| 6             | 2011 BEETHOVEN AVE DOT GRANT                                                                   | 2,371.25 | I-01-20-165-000-028 | B                | B ENGINEERING Contractual Svcs                | A        | 01/18/11 | 05/31/11        | 16433         | 16433   | N         |
|               | Tracking Id: 2780 Professional Services - Engineering (Exempt)                                 |          |                     |                  |                                               |          |          |                 |               |         |           |
| 11-00224      | 02/10/11 2011 STREET OPENINGS                                                                  |          | B                   |                  |                                               |          |          |                 |               |         |           |
| 12            | STREET OPENINGS-ELIZABETHTOWN                                                                  | 120.00   | T-13-00-601-000-000 | B                | B Street Opening Deposits                     | A        | 02/10/11 | 05/31/11        | 16421         | 16421   | N         |
|               | Tracking Id: 1380 Escrow (Exempt) GAS SERVICES FOR 4/10/11-5/7/11                              |          |                     |                  |                                               |          |          |                 |               |         |           |
| 13            | STREET OPENINGS-AMERICAN WATER                                                                 | 220.00   | T-13-00-601-000-000 | B                | B Street Opening Deposits                     | A        | 02/10/11 | 05/31/11        | 16420         | 16420   | N         |
|               | Tracking Id: 1380 Escrow (Exempt) SERVICES FOR 4/10/11-5/7/11                                  |          |                     |                  |                                               |          |          |                 |               |         |           |
|               |                                                                                                | 340.00   |                     |                  |                                               |          |          |                 |               |         |           |
| 11-00225      | 02/10/11 PARK HILL APTS SOIL REMOVAL                                                           |          | B                   |                  |                                               |          |          |                 |               |         |           |
| 6             | PARK HILL APTS SOIL REMOVAL                                                                    | 465.00   | T-13-00-675-000-000 | B                | B PARK HILL APARTMENTS                        | A        | 02/10/11 | 05/31/11        | 16387         | 16387   | N         |
|               | Tracking Id: 1380 Escrow (Exempt) SERVICES FOR 4/10/11-5/7/11 BL 83 LOT 5                      |          |                     |                  |                                               |          |          |                 |               |         |           |
| 11-00505      | 05/03/11 JADE ACQ SOIL EROSION&SEDIMENT                                                        |          | B                   |                  |                                               |          |          |                 |               |         |           |
| 3             | 2/11/11 JADE ACQ. SOIL EROSION                                                                 | 400.00   | T-13-00-690-000-000 | B                | B JADE ACQUISITION-SOIL EROS. & SED. CONTR. A | A        | 05/03/11 | 06/02/11        | 15977         | 15977   | N         |
|               | Tracking Id: 1380 Escrow (Exempt) AND SEDIMENT CONTROL                                         |          |                     |                  |                                               |          |          |                 |               |         |           |
| 4             | JADE ACQ. SOIL EROSION AND                                                                     | 1,982.64 | T-13-00-690-000-000 | B                | B JADE ACQUISITION-SOIL EROS. & SED. CONTR. A | A        | 05/03/11 | 06/02/11        | 16384         | 16384   | N         |
|               | Tracking Id: 1380 Escrow (Exempt) SEDIMENT CONTROL SERVICES FOR 4/12/11-5/6/11                 |          |                     |                  |                                               |          |          |                 |               |         |           |
|               |                                                                                                | 2,382.64 |                     |                  |                                               |          |          |                 |               |         |           |
| 11-00507      | 05/03/11 1/16/11-2/12 JADE ACQUISITION                                                         |          |                     |                  |                                               |          |          |                 |               |         |           |
| 1             | 1/16/11-2/12 JADE ACQUISITION                                                                  | 472.50   | T-13-00-683-000-000 | B                | B JADE ACQUISITION LLC-SITE PLAN              | A        | 05/03/11 | 06/02/11        | 15977         | 15977   | N         |

| Vendor # Name | PO # PO Date Description                                       | Item Description                    | Amount        | Charge Account      | Contract PO Type | Acct Type Description                    | Stat/Chk | Enc Date | First Rcvd Date | Chk/Void Date | Invoice | 1099 Excl |           |
|---------------|----------------------------------------------------------------|-------------------------------------|---------------|---------------------|------------------|------------------------------------------|----------|----------|-----------------|---------------|---------|-----------|-----------|
|               | Tracking Id: 1380 Escrow (Exempt)                              |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | SITE PLAN                                                      |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00509                                                       | 05/03/11 3/13-4/9/11 HEATHER HILL   |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 1                                                              | 3/13-4/9/11 HEATHER HILL            | 52.50         | T-13-00-657-000-000 |                  | B Barbieri Builders                      | A        | 05/03/11 | 05/31/11        |               | 16223   | N         |           |
|               | Tracking Id: 1380 Escrow (Exempt)                              |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00547                                                       | 05/17/11 JADE ACQUISITION SITE PLAN |               |                     | B                |                                          |          |          |                 |               |         |           |           |
|               | 2                                                              | JADE ACQUISITION SITE PLAN          | 5,420.00      | T-13-00-683-000-000 |                  | B JADE ACQUISITION LLC-SITE PLAN         | A        | 05/17/11 | 06/02/11        |               | 16384   | N         |           |
|               | Tracking Id: 1380 Escrow (Exempt)                              |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | SERVICES FOR 4/10/11-5/7/11                                    |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00595                                                       | 06/02/11 serv 4/10 to 5/7/11        |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 1                                                              | P&P OF WASHINGTON-PRELIMINARY       | 1,240.00      | T-13-00-687-000-000 |                  | B P & P OF WASHINGTON LLC                | A        | 06/02/11 | 06/02/11        |               | 16416   | N         |           |
|               | Tracking Id: 2780 Professional Services - Engineering (Exempt) |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | AND FINAL MAJOR SITE PLAN BL 56 LOT 1                          |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | SERVICES FOR 4/10/11-5/7/11                                    |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               |                                                                |                                     | Vendor Total: |                     |                  |                                          |          |          |                 |               |         |           | 12,841.39 |
|               | TRACTO TRACTOR SUPPLY COMPANY                                  |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00553                                                       | 05/17/11 CUB CADET LAWN MOWER       |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 1                                                              | CUB CADET LAWN MOWER                | 299.00        | 1-01-26-290-000-058 |                  | B STREETS & ROADS Other Equip & Supplies | A        | 05/17/11 | 06/01/11        |               |         | N         |           |
|               | Tracking Id: 2210 Lawn Maint Equip & Supplies (Non-Exempt)     |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               |                                                                |                                     | Vendor Total: |                     |                  |                                          |          |          |                 |               |         |           | 299.00    |
|               | VERIZONL VERIZON COMMUNICATIONS                                |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00430                                                       | 04/11/11 MAR-MAY INTERNET-LIBRARY   |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 4                                                              | 5/10-6/9/11 INTERNET-LIBRARY        | 93.37         | 1-01-29-390-000-076 | B                | B MUNICIPAL LIBRARY Telephone            | A        | 04/11/11 | 06/01/11        |               |         | N         |           |
|               | Tracking Id: 3320 Telecommunications (General) (Exempt)        |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               |                                                                |                                     | Vendor Total: |                     |                  |                                          |          |          |                 |               |         |           | 93.37     |
|               | VERIZON VERIZON, INC.                                          |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 11-00405                                                       | 04/05/11 TELEPHONE USAGE            |               |                     |                  |                                          |          |          |                 |               |         |           |           |
|               | 2                                                              | 5/16-6/15 689-3600/GEN ADMIN        | 766.20        | 1-01-31-440-000-000 | B                | B TELEPHONE                              | A        | 04/05/11 | 06/01/11        |               |         | N         |           |
|               | Tracking Id: 3320 Telecommunications (General) (Exempt)        |                                     |               |                     |                  |                                          |          |          |                 |               |         |           |           |



| Vendor # Name                                | PO # PO Date Description | Amount              | Charge Account | Contract PO Type | Acct Type Description                | Stat/Chk | Enc Date | First Rcvd | Chk/Void | 1099 |
|----------------------------------------------|--------------------------|---------------------|----------------|------------------|--------------------------------------|----------|----------|------------|----------|------|
| Item Description                             |                          |                     |                |                  |                                      |          | Date     | Date       | Date     | Excl |
|                                              |                          | 912.44              |                |                  |                                      |          |          |            |          |      |
|                                              | Vendor Total:            | 912.44              |                |                  |                                      |          |          |            |          |      |
| WBPAY WASH. BOROUGH PAYROLL ACCOUNT          |                          |                     |                |                  |                                      |          |          |            |          |      |
| 11-00569 05/25/11 COVER PAYROLL OF 5/31/11   |                          |                     |                |                  |                                      |          |          |            |          |      |
| 1 GENERAL ADMIN.-F.T.-5/31 PAYR.             | 4,992.42                 | 1-01-20-100-000-011 |                |                  | B GENERAL ADMIN Full Time            | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 2 CLERK-F.T.-5/31/11 PAYROLL                 | 2,878.50                 | 1-01-20-120-000-011 |                |                  | B CLERK - Full Time                  | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 3 CLERK-P.T.-5/31/11 PAYROLL                 | 62.50                    | 1-01-20-120-000-012 |                |                  | B CLERK Part Time                    | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 4 MAYOR & COUNCIL-5/31 PAYROLL               | 875.01                   | 1-01-20-110-000-012 |                |                  | B MAYOR & COUNCIL Part Time          | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 5 FIN. ADMIN.-P.T.-5/31/11 PAYR.             | 1,086.22                 | 1-01-20-130-000-012 |                |                  | B FINANCIAL ADMINISTRATION-PART TIME | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 6 FIN. ADM.-F.T.-5/31/11 PAYR.               | 2,693.96                 | 1-01-20-130-000-011 |                |                  | B FINANCIAL ADMIN Full Time          | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 7 TAX COLLECTION-F.T. 5/31 PAYR.             | 6,555.80                 | 1-01-20-130-000-011 |                |                  | B FINANCIAL ADMIN Full Time          | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 8 TAX ASSESSMENT-P.T. 5/31 PAYR.             | 1,472.60                 | 1-01-20-150-000-012 |                |                  | B TAX ASSESSMENT Part Time           | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 9 PLANNING BOARD-P.T. 5/31 PAYR.             | 155.32                   | 1-01-21-180-000-012 |                |                  | B PLANNING BOARD Part Time           | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 10 BD. OF ADJUST.-P.T. 5/31 PAYR.            | 98.00                    | 1-01-21-185-000-012 |                |                  | B BOARD OF ADJ Part Time             | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 11 LOCAL CODE ENF.-P.T. 5/31 PAYR            | 765.00                   | 1-01-22-195-000-011 |                |                  | B LOCAL CODE ENF Full Time           | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 12 EMERGENCY MGMT.-P.T. 5/31 PAYR            | 125.00                   | 1-01-25-252-000-012 |                |                  | B EMERGENCY MGMT Part Time           | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 13 FIRE & SAFETY-P.T. 5/31 PAYR.             | 752.10                   | 1-01-25-265-000-012 |                |                  | B FIRE & SAFETY CODE ENF Part Time   | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 14 STR. & RDS.-F.T. 5/31/11 PAYR.            | 13,066.97                | 1-01-26-290-000-011 |                |                  | B STREETS & ROADS Full Time          | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 15 STR. & RDS.-SEASONAL-5/31 PAYR            | 858.00                   | 1-01-26-290-000-013 |                |                  | B STREETS & ROADS Seasonal           | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
| Tracking Id: 2560 Payroll (General) (Exempt) |                          |                     |                |                  |                                      |          |          |            |          |      |
| 16 BLDGS. & GRNDS.-P.T. 5/31 PAYR            | 562.58                   | 1-01-26-310-000-012 |                |                  | B BUILDINGS & GROUNDS Part Time      | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |

| 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     | Date       | Date     |         | Excl |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 17 SHADE TREE-P.T. 5/31/11 PAYR.                           |                  | 38.92      | 1-01-26-313-000-012 | B SHADE TREE COMMISSION Part Time     | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 18 ANIMAL CONTROL-P.T.-5/31 PAYR.                          |                  | 419.08     | 1-01-27-340-000-012 | B ANIMAL CONTROL Part Time            | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 19 LIBRARY-F.T. 5/31/11 PAYR.                              |                  | 2,702.67   | 1-01-29-390-000-011 | B MUNICIPAL LIBRARY Full Time         | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 20 LIBRARY-P.T. 5/31 PAYROLL                               |                  | 145.00     | 1-01-29-390-000-012 | B MUNICIPAL LIBRARY Part Time         | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 21 RECR.-COMM.EXP.-P.T. 5/31 PAYR                          |                  | 1,177.75   | 1-01-28-370-857-102 | B RECREATION-COMMISSION EXP.-S&W-P.T. | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | -----                                                      |                  | 41,483.40  |                     |                                       |          |          |            |          |         |      |
|               | 11-00570 05/25/11 RECR.TRUST-SW.PROG.P.T. 5/31             |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 1 RECR.TRUST-SW.PR.-5/31 PAYROLL                           |                  | 478.50     | T-16-00-858-000-020 | B SWIMMING PROGRAM Part Time          | P        | 05/25/11 | 05/25/11   | 05/25/11 |         | N    |
|               | Tracking Id: 2560 Payroll (General) (Exempt)               |                  |            |                     |                                       |          |          |            |          |         |      |
|               | Vendor Total:                                              |                  | 41,961.90  |                     |                                       |          |          |            |          |         |      |
|               | WASHED WASHINGTON BOROUGH                                  |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 11-00589 06/01/11 SCHOOL TAXES                             |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 1 SCHOOL TAXES                                             |                  | 325,407.67 | 1-01-55-207-000-000 | B Local School Taxes Payable          | A        | 06/01/11 | 06/01/11   |          |         | N    |
|               | Tracking Id: 3311 Taxes - School (Local/Regional) (Exempt) |                  |            |                     |                                       |          |          |            |          |         |      |
|               | Vendor Total:                                              |                  | 325,407.67 |                     |                                       |          |          |            |          |         |      |
|               | BOEDEBT WASHINGTON BOROUGH                                 |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 11-00592 06/02/11 LIBRARY DIRECTOR SHARED SERV.            |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 2 LIBRARY DIRECTOR SHARED SERV.                            |                  | 5,416.66   | 1-01-29-390-000-015 | B MUNICIPAL LIBRARY - Other Pay       | A        | 06/02/11 | 06/02/11   |          |         | N    |
|               | Tracking Id: 3132 Shared Services Agreements (Exempt)      |                  |            |                     |                                       |          |          |            |          |         |      |
|               | FOR MAY AND JUNE 2011                                      |                  |            |                     |                                       |          |          |            |          |         |      |
|               | Vendor Total:                                              |                  | 5,416.66   |                     |                                       |          |          |            |          |         |      |
|               | WASBUS WASHINGTON BOROUGH BUSINESS                         |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 11-00587 06/01/11 JUNE-AUG 2011 S.I.D.PAYMENT              |                  |            |                     |                                       |          |          |            |          |         |      |
|               | 2 JUNE 2011 S.I.D.PAYMENT                                  |                  | 16,666.67  | 1-01-55-210-000-000 | B Special District Taxes              | A        | 06/01/11 | 06/01/11   |          |         | N    |

| Vendor # Name                         | PO # PO Date Description                                  | Amount    | Charge Account                         | Contract PO Type | Acct Type Description                        | Stat/Chk | Enc Date | First Rcvd | Chk/Void | 1099 |
|---------------------------------------|-----------------------------------------------------------|-----------|----------------------------------------|------------------|----------------------------------------------|----------|----------|------------|----------|------|
|                                       | Item Description                                          |           |                                        |                  |                                              |          | Date     | Date       | Date     | Excl |
|                                       | Tracking Id: 3313                                         |           | Taxes - Special Imp. District (Exempt) |                  |                                              |          |          |            |          |      |
|                                       | Vendor Total:                                             | 16,666.67 |                                        |                  |                                              |          |          |            |          |      |
| MBPAYD WASHINGTON BOROUGH PAYROLL DED |                                                           |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 11-00571 05/25/11 FICA/MED./DCRP-5/31/11 PAYROLL          |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 1 FICA FOR 5/31/11 PAYROLL                                | 2,433.87  | 1-01-36-472-000-000                    |                  | B SOCIAL SECURITY                            | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
|                                       | Tracking Id: 3193 Social Security/Medicare                |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 2 MEDICARE FOR 5/31/11 PAYROLL                            | 569.21    | 1-01-36-472-000-000                    |                  | B SOCIAL SECURITY                            | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
|                                       | Tracking Id: 3193 Social Security/Medicare                |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 3 DCRP FOR 5/31/11 PAYROLL                                | 47.90     | 1-01-36-477-000-000                    |                  | B DCRP                                       | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
|                                       | Tracking Id: 2571 PERS/DCRP                               |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 4 LIBRARY-SOC.SEC.5/31/11 PAYR.                           | 176.56    | 1-01-29-390-000-090                    |                  | B MUNICIPAL LIBRARY - Social Security        | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
|                                       | Tracking Id: 3193 Social Security/Medicare                |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 5 LIBRARY-MEDICARE 5/31/11 PAYR.                          | 41.29     | 1-01-29-390-000-090                    |                  | B MUNICIPAL LIBRARY - Social Security        | P        | 05/25/11 | 05/25/11   | 05/25/11 | N    |
|                                       | Tracking Id: 3193 Social Security/Medicare                |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | Vendor Total:                                             | 3,268.83  |                                        |                  |                                              |          |          |            |          |      |
| WAONE WASHINGTON ONE STOP INC.        |                                                           |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 11-00515 05/03/11 PARK AND OR FIELD SUPPLIES              |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 2 CEMENT, WASHER & FASTENERS                              | 22.26     | T-16-00-858-000-814                    | B                | B PARKS & PLAYGROUNDS Materials & Supplies A |          | 05/03/11 | 05/31/11   | 036708   | N    |
|                                       | Tracking Id: 2550 Park & Playground Supplies (Non-Exempt) |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | 3 TRASH BAGS, PAINT & BRUSHES                             | 22.34     | T-16-00-858-000-814                    |                  | B PARKS & PLAYGROUNDS Materials & Supplies A |          | 05/03/11 | 05/31/11   | 036815   | N    |
|                                       | Tracking Id: 2550 Park & Playground Supplies (Non-Exempt) |           |                                        |                  |                                              |          |          |            |          |      |
|                                       | Vendor Total:                                             | 44.60     |                                        |                  |                                              |          |          |            |          |      |

Total Purchase Orders: 72 Total P.O. Line Items: 138 Total List Amount: 483,118.58 Total Void Amount: 0.00

| Fund Description        | Fund                | Budget Total | Revenue Total |
|-------------------------|---------------------|--------------|---------------|
| OPERATING FUND          | 0-01                | 12,465.00    | 0.00          |
| OPERATING FUND          | 1-01                | 449,844.96   | 0.00          |
| GENERAL CAPITAL FUND    | C-04                | 57.50        | 0.00          |
| DEVELOPER'S ESCROW FUND | T-13                | 14,648.89    | 0.00          |
| RECREATION TRUST        | T-16                | 6,102.23     | 0.00          |
|                         | Year Total:         | 20,751.12    | 0.00          |
|                         | Total of All Funds: | 483,118.58   | 0.00          |

**103-2011**  
**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;

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

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

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

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

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

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

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

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

Date:

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