

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

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

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

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

The Flag Salute was led by the Mayor.

The Mayor read the following Statement into the Record:

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

**SWEARING IN OF NEWLY ELECTED OFFICIALS:**

Senator Doherty swore in the following newly elected officials:

Jeanine Gleba  
David Higgins  
Justin Jewell  
Robert Torres

**Mayor’s Year End Message**

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

**Mayors Message for 2010**

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

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

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

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

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

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

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

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

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

## **Looking ahead**

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

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

- Finding ways to save energy

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

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

### **Nomination of Deputy Mayor**

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

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

Ayes: 7 Nays: 0

Motion Carried

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

### **RESOLUTIONS:**

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

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

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

Ayes: 7, Nays:

Motion Carried

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

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

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

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

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

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

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

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

**CURRENT FUND**

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

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

**CURRENT FUND**

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

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

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

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

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

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

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

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

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

**CURRENT FUND**

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried.

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

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



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

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

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

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

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

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

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

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

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

Current Fund  
Payroll Trust Fund

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

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

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

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

**IV. DESIGNATION OF DEPOSITORIES**

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

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

Money Market Investment Accounts and/or Certificates of Deposit

Bank of America  
TD Bank

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

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

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

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

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

## **VI. AUTHORIZED INVESTMENTS**

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

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

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

### Government Money Market Mutual Fund

An investment company or investment trust:

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

#### Local Government Investment Pool

An investment pool:

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

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

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

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

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

## **REPORTING REQUIREMENTS**

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

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

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

### **TERM OF THE PLAN**

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

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

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

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

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

Ayes: 7, Nays: 0  
Motion Carried

### **RESOLUTION 4-2011**

### **INTEREST RATES- TAXES**

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried

**RESOLUTION #5-2011**

**SEWER INTEREST RATES**

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

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

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

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



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

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

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

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

Ayes: 7, Nays: 0

Motion Carried

**Resolution 6-2011**

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: 4  
Nays: 1  
Abstentions: 2  
Motion Carried

**Resolution 7-2011**  
**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT**  
**WITH GEBHARDT & KIEFER FOR MUNICIPAL ATTORNEY SERVICES**

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

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

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

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

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

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

1-01-20-155-000-027

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

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

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

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

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

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

Ayes: 5, Nays: 0  
Abstain: 2  
Motion Carried

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

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

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

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

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

1-01-43-495-000-027

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

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

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

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

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

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

Ayes: 7, Nays: 0

Abstention: 0

Motion Carried.

**Resolution 9-2011**  
**RESOLUTION AUTHORIZING 2011 PROFESSIONAL SERVICES CONTRACT**  
**WITH FERRAILOLO, WIELKOTZ, CERULLO & CUVA**  
**FOR MUNICIPAL AUDITING SERVICES**

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

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

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

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

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

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

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

1-01-20-135-000-028

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

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

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

**Resolution 12#2011 – Redevelopment Attorney**

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

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

Ayes: 5, Nays: 2

Motion Carried

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Abstain: 0

Motion Carried

**RESOLUTION 13-2011**

**OPEN PUBLIC MEETINGS ACT**

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

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

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

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

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

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

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

**Council Chambers 7:30 pm**

#### **REGULAR MEETINGS:**

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

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

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

Mayor McDonald nominated Councilman Valentine

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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 14-2011**

**PLANNING BOARD – COUNCIL MEMBER**

**CLASS III MEMBER**

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

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

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

John Valentine  
**Name**

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

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

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

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



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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 15-2011**

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

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

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

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

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

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

Dave Higgins

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

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

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

Ayes: 7, Nays: 0  
Motion Carried.

**STATEWIDE INSURANCE FUND**

**RESOLUTION APPOINTING FUND COMMISSIONER**

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried.

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

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried

**Resolution 19-2011**

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

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 20-2011**

**PLANNING BOARD – CITIZEN MEMBER**

**CLASS IV MEMBER**

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

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

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

**Tina Truman**  
**Name**

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

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

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

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

**Resolution 21-2011**

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

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

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

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

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

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0

Motion Carried

**RESOLUTION NO. 22-2011**

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

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

and

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

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

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

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

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

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

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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 23-2011**

**RECREATION COMMITTEE**

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

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

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

Penny Shaul

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

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

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

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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION # 24-2011**

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

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

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

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

Kathy Halpin  
Name

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

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



Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION 25-2011**

**BOARD OF ADJUSTMENT**

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

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

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

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

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

Charles Post

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

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

Ayes: 7, Nays: 0  
Motion Carried

**RESOLUTION #26-2011**

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

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

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

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

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

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

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

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

Ayes: 7, Nays: 0  
Motion Carried

**PLANNING BOARD – CITIZEN MEMBER**

**CLASS IV MEMBER**

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

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

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

**Dan Arron**  
**Name**

**Reappointments for Council Subcommittees**

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

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

Motion seconded by Valentine and approved.

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

### **VOUCHERS & CLAIMS:**

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

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

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

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

Higgins – Abstain from Fire Department Vouchers

Jewell – Abstain from Fire Department and Emergency Squad

Ayes: 7, Nays: 0

Motion Carried.

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

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

Ayes: 7, Nays: 0

Motion Carried

### **Audience Comments**

Bob Del Elba – 86 W Stewart Street

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

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

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

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

### **Council Comments**

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

Councilman Jewell stated he would like Resolution 217-2010 from the previous meeting brought back up for discussion again. There are some items that Councilman Jewell would like clarified regarding this. Mayor McDonald recommended this be placed on the agenda for the next meeting for discussion. Councilman Jewell requested that all work be stopped regarding this resolution until Council discusses on January 18, 2011. Council concurred.

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

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

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

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

Ayes: 7, Nays: 0.  
Motion carried.

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Scott McDonald, Mayor

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Kristine Blanchard, RMC Borough Clerk

