

BOROUGH OF WASHINGTON, WARREN COUNTY, NJ
COUNCIL AGENDA
June 19, 2012
7:00 PM

STATEMENT OF ADEQUATE NOTICE:

ROLL CALL: Clerk will call the Roll

COUNCIL APPEARANCE:

Warren Schneider – Forensic Auditor
(will address questions received from public)

MINUTES: Regular Meeting May 15, 2012

CORRESPONDENCE:

ACH Payments (tabled from last meeting)
Bond Refunding (will be presented at meeting by CFO)

AUDIENCE:

Remarks, petitions, statements and testimony from guests

ORDINANCES:

None

REPORTS

Borough Manager Reports
Police Activity Report
Municipal Court Report
CFO Report
DPW Report

COMMITTEE REPORTS

OLD BUSINESS:

Background Check Information (JG)

NEW BUSINESS:

1. Resolution 97-2012 Renewal of ABC License – Enzo’s Restaurant
2. Resolution 98-2012 Renewal of ABC License – Felix’s Tavern
3. Resolution 99-2012 Renewal of ABC License – Mediterranean Bistro
4. Resolution 100-2012 Renewal of ABC License – Scotty’s Stadium Club
5. Resolution 101-2012 Renewal of ABC License – Warren County Discount Liquor
6. Resolution 102-2012 Renewal of ABC License -Washington Discount Liquor LLC
7. Resolution 103-2012 Renewal of ABC License – Philbert’s Pub
8. Resolution 104-2012 Release of Escrow Funds – Stews Auto Body
9. Resolution 105-2012 Extension of Time to the Power Purchase Agreement to Washington Community Solar to September 30 2012.

VOUCHERS:

List Attached

RECAP

COUNCIL REMARKS:

Remarks, Reports, Discussions

EXECUTIVE SESSION: (if necessary)

Resolution 106-2012 Executive Session

ADJOURNMENT: _____ P.M.

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – May 15, 2012**

The Regular Meeting of the Borough Council of Washington, Warren County, New Jersey was held in the Council Chambers of Borough Hall at 7:00 P.M.

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

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

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.”

CORRESPONDENCE

Recreation Volunteer Days

Motion made by Valentine, seconded by Boyle to receive and file the correspondence with approval to allow recreation to send an email blast regarding volunteer days.

Ayes: 6, Nays: 0
Motion Carried

COUNCIL APPEARANCE:

Mark Van Deursen Captain Washington Emergency Squad

Mr. Van Deursen thanked Council for their continued support of the Washington Emergency Squad. He stated the squad has 40 active members and 4 paid employees on duty from 6:00 a.m. to 6:00 p.m. To date they have responded to 636 calls; which includes 430 emergencies and 73 vehicle accidents. He wanted to inform Council that the Squad Building, built in 1978, needs extensive structural repairs. The Squad is in the progress of researching other buildings and properties to purchase in order to better accommodate the emergency squad. They Emergency Squad is looking in both the Borough and the Township for properties with a close proximity to Rt. 57 and Rt.

31. He noted the money for this purchase comes from donations and money saved throughout the years.

Councilman Boyle thanked the Washington Emergency Squad for the outstanding job they do for the community.

AUDIENCE:

Rich Maguire West Washington Avenue

Mr. Maguire discussed with Council the issue he is continually having at the Rt. 57 Culvert that was re-done by the DOT in 2007. He noted this has been an ongoing issue and the State of NJ has done nothing to try and resolve the problem of flooding on the culvert. Manager Blanchard will find out who the contact person is for the DOT for this project and try and find out information for Mr. Maguire. Council also recommended that the Manager write letters to our State Legislators for possible assistance with this problem.

Mike Franks 43 Nunn Ave

Mr. Franks stated he was curious if Council had the opportunity to consider the purchase of the land owned by Washington Venture. He noted that this would be the most responsible use of the land. He also asked if Council had time to consider the possibility of an open space tax. Mayor McDonald stated that Council had not deliberated the open space tax yet.

Edna Detlaf - Fisher Ave

Ms. Detlaf noted that the Borough's defibrillator was not in working order. Ms. Blanchard stated she was aware of the problem and made contacts regarding donations in order to purchase a new one.

Ruddy Bescherer 191 Broad Street

Mr. Bescherer stated that he had a few questions for council regarding the last meetings events. He asked Councilman Valentine what his feelings and thinking was on the last meeting, regarding the audit. Councilman Valentine replied that he thought the audit showed that the Borough was on the right track to cleaning up the bad business practices from the past. He believes that the audit was complete and within the scope of services that Council and the committee engaged the auditor for. Mr. Bescherer questioned how a forensic audit was complete when they did not look at revenues. Mr. Bescherer states that there is a question of where the money is. Mr. Bescherer asked Councilman Valentine how he felt about the residents involvement with the audit. Councilman Valentine replied that residents were allowed to submit questions to the Borough Clerk/ Manager and CFO. Mr. Bescherer noted that these

were two people that had nothing to do with the forensic audit, and asked how these two people were expected to answer questions about the audit when they were not involved with it. Councilman Valentine explained that they would not answer questions directly; instead they would give the questions to the auditor. Mr. Bescherer asked Councilman Valentine if he believed he was representing the residents of the Borough of Washington. Councilman Valentine replied yes. Mr. Bescherer explained that many former employees and residents had contacted the auditor to meet, and had never gotten a response. Mr. Bescherer discussed the confusion with the term forensic audit and investigation; he noted that residents voted for a forensic audit and not an investigative audit. Council explained that they had not deviated from what the voters voted for, but instead it was the auditor's choice of words that may be causing confusion.

Mike Franks 43 Nunn Ave

Mr. Franks expressed that he was disappointed with the waste of Councils time on the issue of the forensic audit. He stated that he believed it was good that the citizens got their audit, and that there was not a hint of wrong doing. Mr. Franks explained that he himself is an auditor, and he regrets that council has to waste their time on this issue.

Edna Detlaf 27 Fisher Ave

Expressed concerns that the contract uses the terminology 'forensic audit' while the auditor continually used the phrase 'forensic investigation'. She explained that it was confusing, because the auditor only looked into certain accounts, and not all of the accounts. Council explained that the auditor did look at all accounts, but there are many accounts, so they highlighted the accounts that had over \$100,000.

Penny Shaw

Expressed concerns with the audit, and the terminology of what a forensic audit is and what it entails. She noted that the majority of residents wanted all areas reviewed in the audit, and questioned council if anyone had contacted the auditor to ask if he would address a specific area in his audit. Councilman Torres and Councilwoman Gleba replied that they did not have contact with the auditor. Attorney Cushing explained that there are three phases within the audit, and that Council had received and paid for phase one. He explained that the auditor could go on to phase two, which would be more in depth but he would need additional compensation. Ms. Shaw expressed concerns that many citizens did not get a chance to speak to the auditor.

Councilman Valentine noted that Mr. Del Elba and former Councilwoman Woykowski met with the auditor. Councilman Valentine asked Mr. Del Elba about the outcome of his meeting with the auditor. Mr. Del Elba explained that the auditor had asked if he could meet with him, and not the concerned citizens group so that he could gain insight. Mr. Del Elba suggested he meet with current and past council

members, as they would have more insight as to previous events. He noted that the auditor only wanted to meet with him and one other person. Mr. Del Elba brought Ms. Woykowski to the meeting and explained that during his meeting with the auditor, the auditor asked about expenditures and other concerns they may have.

Hearing no further comments from the audience a motion was made by Boyle, seconded by Jewell, to close the audience portion.

ORDINANCES:

None

REPORTS:

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

1. Borough Managers Report
2. DPW Report
3. CFO Report
4. Tax Collector Report

Ayes: 5, Nays: 0
Motion Carried

Councilman Boyle discussed the Borough Managers Report concerning an update on the overnight stickers. Ms. Blanchard replied that Warren County Communications would be willing to work with the Borough while they come up with an alternative solution. She explained that Warren County offered a web-based system where citizens could log on and input their information. Council noted that many people in the Borough do not have web access. Councilman Torres suggested amending the ordinance to allow overnight parking. Ms. Blanchard noted that 250 overnight parking stickers are sold each year, and the 911 call center receives about 40 calls per night regarding overnight parking. Council discussed two options, to enforce the no overnight parking rule or to amend the ordinance. Ms. Blanchard recommended that every car must get an overnight sticker if they wish to park overnight. Ms. Blanchard explained that Warren County granted an extension to July 1st. Council recommended the street committee review.

COMMITTEE REPORTS:

1. Codebook Committee

The Codebook Committee specified that they were looking at the background check ordinance. Councilwoman Gleba explained that she proposed the background check ordinance. Councilwoman Gleba and Councilman Torres explained that the Codebook Committee is at a standstill due to differing opinions. The Codebook Committee polled Council, and Councilman Jewell chose in favor of background checks with the Recreation Commission administering it, and new employees should be subject to a background check. Councilman Boyle chose in favor of background checks such as the State VRO method, including fingerprinting. He chose against background checks for employees due to the reason that the Borough utilizes a pre-employment screening on all employees so that may be redundant, and that the cost of the background checks should be handled by the Recreation Commission. Councilman Valentine chose in favor of background checks including fingerprinting. Councilman Torres was in favor of background checks with an outside company. Councilwoman Gleba was in favor of the State VRO Method including fingerprinting, background checks for all new employees, and the recreation commission paying for background checks for volunteers and coaches. All were in favor of a background check. Councilwoman Gleba suggested contacting Councilman Higgins to find out his opinions.

OLD BUSINESS

None

NEW BUSINESS

1. OPRA- Request for Executive Session Minutes

Motion made by Valentine, seconded by Jewell for release to the public.

Ayes: 6, Nays: 0

Motion Carried

2. Clean Communities- Graffiti Abatement

Motion made by Gleba, seconded by Boyle to authorize the DPW to purchase Graffiti Abatement supplies at the cost of \$2,013.86.

Ayes: 5, Nays: 1 (Torres)

Motion Carried

3. Resolution 87-2012 Redemption Tax Sale Certificate

Motion made by Jewell, seconded by Boyle to approve Resolution 87-2012.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 87-2012

A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE

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

KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on September 16, 2010 to Stonefield Inv Fund I, LLC, 21 Robert Pitt Drive #202, Monsey, NY 10952, in the amount of \$6,475.60 for taxes or other municipal liens assessed for the year 2009 in the name of Washington BBQ Churrasqueira, LLC, as supposed owners, and in said assessment and sale were described as 7 Broad Street, Block 95 Lot 8, which sale was evidenced by Certificate #10-00033; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 4-26-12 and before the right to redeem was cut off, as provided by law, Wells Fargo/Romano claiming to have an interest in said lands, did redeem said lands claimed by Stonefield Inv Fund I, LLC by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$26,727.24, which is the amount necessary to redeem Tax Sale Certificate #10-00033.

NOW THEREFORE BE IT RESOLVED, on this 15th day of May, 2012 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Stonefield Inv Fund I, LLC, 21 Robert Pitt Drive #202, Monsey, NY 10952 in the amount of **\$30,727.24** (this amount consists of \$26,727.24 Certificate Amount redeemed + \$4,000.00 Premium)

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 95 Lot 8 from the tax office records.

4. Resolution 88-2012 Labor Lien Block 27.09 Lot 9

Motion made by Jewell, seconded by Boyle, to approve Resolution 88-2012.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION #88-2012

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF
WASHINGTON, WARREN COUNTY, ASSIGNING A LABOR LIEN ON BLOCK
27.02 LOT 9**

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

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

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

WHEREAS, the Code Enforcement Officer of the Borough has certified, per the attached, that the owner of the property of the property at 76-78 East Church Street, identified on the tax maps of the Borough as Block 27.02 Lot 9 was in violation of Section 91-1 of the Code so that it was necessary for the Borough to take action to cut and bag the grass; and

WHEREAS, the DPW Supervisor has certified that the Borough incurred costs of \$472.00 to correct the violation.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that under the provisions of Section 75-70 et seq the Tax Collector is hereby authorized and directed to place a lien in the amount of \$472.00 on the property at 76-78 East Church Street, identified on the tax maps of the Borough as Block 27.02 Lot 9.

5. Resolution 89-2012 Refund of Overpayment 2011 Taxes

Motion made by Jewell, seconded by Boyle to approve Resolution 89-2012.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 89-2012

A RESOLUTION TO REFUND OVERPAYMENT ON 2011 PRIOR YEAR REAL ESTATE TAXES

WHEREAS, according to the Tax Collector's records, there is an overpayment of \$1,761.28 on 2011 3th Quarter Regular Taxes paid on property located at 224 Belvidere Avenue, also known as Block 35 Lot 39, and in the name of Pietraszewski, Kenneth; and

WHEREAS, Wells Fargo Real Estate Tax Service, LLC paid for the former homeowner, Grdovic and the attorney paid the taxes for the new homeowner; and

WHEREAS, the Tax Collector has been resolving the matter of tax overpayments and has received a request from Wells Fargo requesting the overpayment be refunded to them.

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 \$1,761.28 payable to:

Wells Fargo Real Estate Tax Service, LLC
1 Home Campus
MAC #X2302-04D
Attn: Refunds/Financial Support
Des Moines, IA 50328

6. Resolution 90-2012 Refund of Tax Payments – Court Appeal

Motion made by Valentine, seconded by Boyle to approve Resolution 90-2012.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 90-2012

A RESOLUTION TO REFUND TAX MONIES PER TAX COURT APPEAL

WHEREAS, the Tax Collector has received a Tax Court Judgment received in 2011 for the years of 2008, 2009 and 2010 for the property listed below:

39	1	Fletcher, Thomas & Toni 31 North Pickle Ave	2008 Taxes	289.94
			2009 Taxes	452.63

2010 Taxes	153.83
TOTAL	896.40

Refund payable to: Wells Fargo, Real Estate Tax Services, LLC, 1 Home Campus, MAC #X2302-04D, Attn: Refunds/Financial Support, Des Moines, IA 50328

WHEREAS, due to Tax Court Judgment Docket #012596-2010, the assessed value for the land has been reduced from 59,800 to 52,600 which changes the amount of taxes due thus creating these overpayments.

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 above tax overpayment.

At this time, Mayor McDonald deviated from the agenda. The Governing Body will discuss the Vouchers at the end of the meeting.

RE-CAP

Borough Manager Blanchard will reach out to the DOT for a contact name and number for the flooding issues on Rt. 57. She will also find out the status on the construction project on Rt. 31 from DOT. She will review the Boroughs website FAQ section for the forensic audit. She will check Ordinance 7-2006 for the recreation bond ordinance. She will forward that information on Overnight Parking to the streets committee.

COUNCIL REMARKS:

Councilman Jewell stated good job to Manager Blanchard for doing a very diligent job. He also would like to look into getting the AED fixed for it is a very important tool. He also discussed the idea of community service for the cleaning of graffiti around the Borough.

Councilman Torres wanted to make everyone aware that there is an event and fundraiser on June 2nd 2012 for Dwight Errickson, a dentist that had been in the borough for a long time who had been diagnosed with cancer.

Councilwoman Gleba requested that Manager Blanced continue with a weekly recap status table on her weekly report. She requested the status of the online tax/sewer payment information from the CFO. She also requested the status on the Pleasant Valley Dam. She also wanted to thank the New Jersey American Water Company for their \$500 donation to the Teen Pool Party. She encouraged everyone to volunteer if they could. Councilwoman Gleba would also like to remind Council that items discussed in Executive Session are confidential.

Councilman Valentine discussed the flooding on Rt. 57, and discussed the notion of doing something to be more proactive with the situation. Council discussed this and decided to send letters to Senator Doherty, Assemblyman DiMaio and Assemblyman Peterson.

EXECUTIVE SESSION

At this time, Mayor McDonald entertained a motion, seconded by Jewell, to enter Executive Session after a five minute recess.

Ayes: 6, Nays: 0
Motion Carried

At this time, Council re-entered regular session at 10:45 P.M. Mayor McDonald left the meeting at this time.

VOUCHERS:

Motion made by Gleba, seconded by Torres, to approve the payments and claims in the amount of \$1,367,737.51, and to remove the invoice from Schneider & Co.

Ayes: 5, Nays: 0
Abstain: 2 (Gleba- Finelli Consulting Engineers, Jewell- EMS, Fire dept.)
Motion Carried

Motion made by Jewell, seconded by Gleba, to approve the following Resolution read by the Municipal Attorney.

Whereas, the Borough of Washington engaged Schneider & Company as the auditor to come in and do forensic auditing, for the Borough; and

Whereas there was a contract entered into in May 2011, in connection with that; and

Whereas, Schneider and Company has submitted a forensic accounting investigation in response to the contract; and

Whereas, members of the public have expressed a desire to present questions with respect to that report that was done by Schneider and Company; and

Whereas, the Mayor and Council have now had an opportunity to review that report, and the public has also had an opportunity to review that report, and also wish to follow up with respect to additional questions; and

Whereas, the Mayor and Council believe that it is important to make sure that any questions from the public are answered as best the auditor can; and

Whereas, the Mayor and Council will also want to make sure that they get any questions from the public pertaining to the auditor in advance so these can be presented in an organized fashion; and

Furthermore, Mayor and Council wish to have the Borough auditor review both the auditors contract and the report that was submitted, to determine whether there was a response, or that the forensic investigation accounting report was in fact responsive to the agreement that was entered into with Schneider and Company;

Now, therefore, be it resolved by the Mayor and Council as follows: The Mayor and Council request the Concerned Citizens group to solicit its members and any other members of the public that may have questions in respect to the audit, to find out specifically what those questions are, and it is requested that the Concerned Citizens group accumulate all the questions into a format, and submit them to the Borough Manager, Kristine Blanchard, for presentation to Schneider and Company so that the company will be aware in advance as to what those questions are, and can properly respond to those questions,

It is further resolved that Schneider and Company will be requested to come and make a public presentation with respect to its report and the findings it has made, and to answer questions raised by the public and the governing body; and

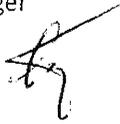
Furthermore, the Manager is directed to request the Municipal Auditor, to do a comparison of the agreement entered into by the Borough and Schneider and Company, with respect to providing the forensic auditing services and also to compare the accounting investigation report submitted by Schneider and Company to determine whether that particular accounting report is consistent with the agreement entered into with the Borough.

Questions must be submitted by June 1, 2012.

Hearing no further business motion made by Torres, seconded by Valentine to adjourn the meeting at 10:55 p.m.

Mayor Scott McDonald

Kristine Blanchard, RMC Borough Clerk

TO: Kristine Blanchard, Acting Borough Manager
FROM: Natasha Turchan, Chief Financial Officer 
DATE: June 4, 2012
RE: Tax and Sewer ACH payments

Attached please find an analysis of various companies that are interested in providing ACH payments services to Washington Borough. Two of the three companies listed reside in New Jersey and have intimate knowledge of the Tax Laws in New Jersey. One company is out of state. While out of state company is still capable of providing ACH service, it is my opinion, that we will receive better service and will be able to manage our ACH payments better with the local company.

I have personal experience working with Cit-E-Net. With Cit-E-Net management of ACH payments resides with the municipality and with Edmunds system it is outsourced to the third party. In return for management of ACH payments, third party company will charge each resident \$1.05 per transaction. Cit-E-Net will not charge our residents for services. The Borough has a choice to place a charge per transaction. Both companies will charge municipality annual fees for the service. See chart for detailed charges.

Additional companies were contacted to evaluate the level of service they could provide. Companies listed above are the only three that were able to provide the services we require.

Based on cost to the Borough factor alone, we should contract with Edmunds and Associate to provide ACH services. However, if we do not want our taxpayers to be burden by another charge and in fact encourage them to utilize ACH payments system more, we should contract with Cit-E-Net and offer this service free to our residents.

Both companies have similar set up for customers to see. Residents would need to know block and lot and the last name of the owner to make a payment. Once this information is entered taxes or sewer due will be pulled out for resident to see and make payments. In order to ensure that residents' accounts information is not used by anyone but resident, this data will not be stored anywhere on the system.

At this time I propose awarding an ACH services contract to Cit-E-Net Company and not to charge our residents for this service.

If you have any questions, I am available to answer them.

VENDORS	LOCATION	CHARGES TO MUNICIPALITY	ONT-TIME SET UP COST	TAXES	SEWER	CHARGES TO RESIDENTS	ACH	Scenario 1 250 payments		Scenario 2 500 payments		Scenario 3 1,000 payments	
								Borough Cost	Residents' Cost	Borough Cost	Residents' Cost	Borough Cost	Residents' Cost
Edmunds and Associates	New Jersey	yes	-	\$ 600.00	\$ 600.00	yes	\$ 1.05	1,200.00	262.50	1,200.00	1,200.00	1,200.00	1,050.00
GovTeller	California	no	-	\$ -	\$ -	yes	\$ 2.00	-	500.00	-	1,000.00	-	2,000.00
Cit-e-Net	New Jersey	yes	1,000.00	\$ 1,256.00	\$ 750.00	no	\$ -	2,000.00	\$ -	2,000.00	2,000.00	2,000.00	2,000.00

Other Vendors Contacted

- Instant Verification
- Center Age Technology
- Sun Rise Systems
- Municipal Merchants
- Fast Track Gov



WASHINGTON BOROUGH, NJ
APPLICATION SOFTWARE & SERVICES PROPOSAL
MARCH 21, 2012

APPLICATION SOFTWARE & SERVICES

MCS WIPP (WEB ACCOUNT INQUIRY AND ONLINE PAYMENT PORTAL)

⇒ TAX COLLECTION (1ST YEAR)	\$600.00
⇒ UTILITY BILLING (1ST YEAR)	\$600.00

CONVENIENCE FEES INCURRED FOR ONLINE PAYMENTS ARE NOT INCLUDED IN THE ABOVE COST.

CONVENIENCE FEES ARE PAID BY THE RATE PAYER MAKING THE ONLINE PAYMENT.

A SCHEDULE OF CONVENIENCE FEES WILL BE PROVIDED BY LINK2GOV.

TOTAL PROPOSED COST **\$1,200.00**

PURCHASE TERMS & CONDITIONS

- A. ALL SOFTWARE PRODUCTS ARE WARRANTED FOR ONE YEAR FROM THE DATE OF INSTALLATION AT CLIENTS SITE.
- B. PO MUST BE SENT PRIOR TO INITIATING WORK ORDER FOR INSTALLATION TO BE SCHEDULED

**EDMUNDS
& ASSOCIATES**
Software Solutions for Local Government

EDMUNDS & ASSOCIATES, INC.
PLEASE FORWARD ALL PURCHASE ORDERS TO:
LINDA CIENKOWSKI
EDMUNDS & ASSOCIATES, INC.
301A TILTON ROAD
NORTHFIELD, NJ 08225
PHONE (609) 645-7333
FAX (609) 645-3111
WWW.EDMUNDSASSOC.COM



Natasha Turchan <turchann@gmail.com>

EA Wipp info

1 message

John Wray <JohnW@edmundsassoc.com>
To: Natasha Turchan <turchann@gmail.com>

Fri, Mar 23, 2012 at 10:51 AM

See below,

Wipp "convenience" fee's

\$1.05 for ACH or echeck

2.95% of balance for credit or debit cards

\$3.95 flat rate for Visa debit cards

Note: Visa cannot be used for utility bill online payments.

Please follow the below link to see some live wipp sites:

<http://wipp.edmundsassoc.com/list.html>

Thank you,

Revised June 1, 2012

Natasha Turchan
for
Washington Borough
100 Belvidere Avenue
Washington, New Jersey 07882

Cit-e-Net is pleased to provide this quotation for the Cit-e-Net *Online Tax Payment* application to Washington Borough, NJ.

The Cit-e-Net *Online Tax Payment* application is an Internet-based application designed to be implemented in conjunction with the municipality's tax application and Banking Institution, to enable the online collection of property tax payments using the municipal web site.

This quotation is for the Cit-e-Net *Online Tax Payment* application using an ACH electronic-check payment process. A credit card payment process is also available as an option. If a credit card payment process is desired by the municipality (either now or in the future), please contact Cit-e-Net to discuss the specific implementation details.

Cit-e-Net setup services are one-time-charge fees for setup of the Cit-e-Net application within the Cit-e-Net standard format, to interface with the municipality's current web site, with the tax application and with the Township Banking Institution. The setup services include a user-training session for the tax department application administrator and backup administrator.

Cit-e-Net application pricing is on an annual subscription fee basis with Cit-e-Net application hosting and technical problem support included as part of the annual subscription fee.

Please contact me to discuss any questions that you may have about this Cit-e-Net quotation, application or services. We look forward to the opportunity of having Washington Borough, NJ become a member of the Cit-e-Net client community.

Sincerely,

Brian Borri

CIT-e-NET,LLC
Ph: (973) 237-0366 ext 207
Cell: (201) 851-5925
bborri@cit-e.net

CIT-e-NET Electronic Payment Applications ¹ **ONLINE TAX PAYMENT APPLICATION**

This Cit-e-Net *Online Tax Payment* application enables the municipality to collect property tax payments online directly from the taxpayer using ACH electronic-checks and an optional credit card payment process. There is no third-party collection of ACH electronic-check payments, and there is no Cit-e-Net transaction fee or surcharge for the individual online payments.

The Cit-e-Net *Online Tax Payment* application would be implemented in conjunction with the municipality's tax billing application. Taxpayers query the Cit-e-Net application to display their tax bill online and submit an online ACH electronic-check payment directly to the municipality. The municipality electronically transmits an ACH file containing the submitted online electronic-check payments to its designated bank (Banking Institution) for processing and deposit. Online credit card payments (if implemented as a payment option) would be immediately verified and processed online using a designated authorized merchant services processor and the *Authorize.net* gateway.

Automated posting of payments to the municipal tax system can be accomplished using a Cit-e-Net payment posting file as an input file to the tax application.

The Cit-e-Net application would be setup with a design style to visually blend with the municipality's current web site design.

Convenience Fee Feature Option

The NJ Administrative Code (Section 5:30-9.9) allows NJ municipalities to add an optional surcharge or convenience fee for the electronic receipt of payments to help offset online collection costs.

The Cit-e-Net *Online Tax Payment* application contains a feature function to enable the municipality to add and collect an optional and separate convenience fee along with the online tax payment, in accordance with the NJ Administrative Code Section 5:30-9.9.

The Cit-e-Net application provides the capability for the municipality to implement any of the following online convenience fee option types.

- o A specified dollar amount.
- o A percentage amount of the tax bill to be paid.
- o A percentage amount (up to a maximum dollar amount) of the tax bill to be paid.
- o A separately specified fee (if any) for online ACH payments and credit card payments.

Government entities have a special-waiver from the credit card industry to be able to charge convenience fees for online credit card payments without being forced to also charge a corresponding same convenience fee for online ACH payments.

The optional convenience fee would be displayed as a separate line-item along with the tax amount on the online tax bill. The convenience fee would be collected directly by the municipality with the online tax payment and would be deposited in the same municipal bank account with the online tax payment.

The convenience fee feature is strictly an optional capability that the municipality could use to help offset online collection costs in accordance with NJAC 5:30-9, or the municipality could decide not to add any convenience fee for online tax payments.

¹ For Cit-e-Net applications receiving data exchange from a client or other vendor application, the data must be received in the format specified by Cit-e-Net for acceptance by the Cit-e-Net application. The municipality must verify with its bank that the bank is set up to receive an ACH file sent to it by the municipality, and must also request the bank to provide to Cit-e-Net the municipality's ACH information to be used for the ACH file setup and transmissions.

Pricing ²

CIT-e-NET APPLICATIONS & SERVICES	Annual Application Subscription Fees	One-Time-Charge Setup Service Fees
On-line Tax Payments Set-up (ACH)		\$2,500 <i>Client Referral Special Offer</i> \$1000 ³
Business Office Core Module - Property Tax Payments	\$1,000	
Property Tax Payment Process Form - <i>ACH Payments</i>	\$250	
On-line Sewer Payments Set-up (ACH)		
Business Office Core Module - Sewer Payments	\$500	N/C
Sewer Payment Process Form - <i>ACH Payments</i>	\$250	
TAX & SEWER <u>ACH</u> PAYMENTS ONLY	\$2,000	\$1,000³
Optional - Addition of Credit Card Payments		
On-line Tax Payments Set-up (Credit Card)		\$1,000 ⁴
Property Tax Payment Process Form - <i>Credit Card Payments</i>	\$250	Requires Municipality to have a Merchant Service Account and Process Gateway
On-line Sewer Payments Set-up (Credit Card)		
Sewer Payment Process Form - <i>Credit Card Payments</i>	\$250	Requires Municipality to have a Merchant Service Account and Process Gateway
ADDITIONAL CREDIT CARD PAYMENTS	\$500	\$1,000
TOTAL ACH & CREDIT CARD PAYMENTS	\$2,500	\$2,000

Application includes:

1. Secure Server Hosting (128-SSL)
2. Technical Support
3. Daily Back-up

² This quotation is in effect for ninety (90) days from the quotation date.

³ Application setup will be within the Cit-e-Net standard format, to interface with the municipality's web site. User-training is included with the setup. The setup for the On-line Payment process will be with the municipality's Tax Application Vendor; otherwise, a different setup fee may apply. Cit-e-Net will work with the client's designated vendor to implement the extract file and payment posting file data transfer. The setup for the ACH payment process will be with the municipality's Banking Institution; otherwise, a different setup fee may apply. Cit-e-Net will work with the client's designated bank to implement the ACH payment file data transfer; however, it is the responsibility of the municipality to check with its bank to ensure the bank will receive and accept an ACH file sent to it by the municipality.

Application modifications are not included in the Cit-e-Net setup fee. If additional Cit-e-Net services would be necessary as a result of client or vendor requested modifications to the Cit-e-Net application, the modification services would be separately quoted.

⁴ The setup for the Credit Card payment process will be with the municipality's Banking Institution and requires that the client have a Merchant Services Account and *Authorize.net Gateway* established; otherwise, a different setup fee may apply. Cit-e-Net will work with the client's designated bank to implement the Credit Card payment file data transfer; however, it is the responsibility of the municipality to check with its bank to ensure the bank will receive and accept a Credit Card file sent to it by the municipality.

Application modifications are not included in the Cit-e-Net setup fee. If additional Cit-e-Net services would be necessary as a result of client or vendor requested modifications to the Cit-e-Net application, the modification services would be separately quoted.

CIT-e-NET SERVICES

APPLICATION SETUP

As part of the Cit-e-Net standard setup services, Cit-e-Net will perform setup of the application in the standard Cit-e-Net application format and will style the application to blend with the municipality's current web site and design. The municipality would provide its web site design and content requirements to Cit-e-Net, and would provide to Cit-e-Net in electronic format any original graphics, logos, etc. that would be required to achieve the desired design interface with the municipal web site. If Cit-e-Net would determine that a specifically requested design item (e.g. Flash-type design components) would be a custom component requiring a level of services work that would exceed what is included in the Cit-e-Net standard setup services, then Cit-e-Net would provide a separate quotation to perform the requested custom design work.

The Cit-e-Net setup services include a user-training session for staff in the use of the subscribed Cit-e-Net applications.

Modifications to Cit-e-Net applications are not included within the Cit-e-Net standard setup services, and if requested would be separately quoted services in addition to the Cit-e-Net setup services.

HOSTING & SUPPORT SERVICES

Cit-e-Net is an Internet-based Application Service Provider and in that capacity bundles proprietary software and hosting services to provide a comprehensive solution that enables clients to maintain an easily configured, highly functional web presence. The client is not required to own or maintain a separate client-owned server and all hardware and software is maintained by Cit-e-Net.

Cit-e-Net application hosting and technical support is included as a part of the application annual subscription fees.



Natasha Turchan <turchann@gmail.com>

FW: GovTeller Credit-Debit Card systems

1 message

Sharon Smith <sharons@usms.com>

Wed, May 23, 2012 at 11:09 AM

To: turchann@gmail.com

From: Sharon Smith
Sent: Wednesday, May 23, 2012 8:07 AM
To: 'turchann@gmail.com'
Subject: FW: GovTeller Credit-Debit Card systems
Importance: High

From: Sharon Smith
Sent: Friday, May 18, 2012 8:54 AM
To: turchann@gmail.com
Subject: GovTeller Credit-Debit Card systems
Importance: High

Hello Natasha,

Thank you for your time on the phone today! Please find below information regarding the GovTeller system. Please review and then let me know if you would be interested in a "webinar" demo of the GovTeller system, functions and features.

Thanks for the opportunity to provide you with information about Government Payments, LLC, dba **GovTeller**. **GovTeller** is a payments platform that allows government agencies to accept multiple forms of card payments (i.e. MasterCard, Visa, Discover, American Express and Visa/MC PIN-debit) with no processing costs to government agencies. Cardholders are notified that they can pay using a bankcard for a small Convenience fee.

There are no costs to your office to utilize the Online Payment Center (---Make/Accept payments, view transaction reports, deposit reports, refund/void payments, and find/print copies of receipts) . There are no set-up costs, no monthly costs, no hidden costs with GovTeller. Consumers will have the ability to make payments online very quickly. *Also, we do have "over-the-counter" options too - should you decide to use these options in the future, you could.

eCheck - is a flat \$2.00 Consumer fee (online only)

If you are interested in "**over-the-counter**" payments, we have two options:

- **Credit Card terminal:** Accept Credit, Debit & PIN Debit cards The benefit to the credit card terminal is the ability to accept Visa PIN Debit cards .
- **Card-reader:** Accept Credit & Debit cards A card reader is a "card wedge swiper" that connects to your office computer (via USB) and enables you to swipe credit/debit cards only .

*One time cost for Credit Card terminal, and **no cost for first two card readers ordered**. These free card readers are loaners and must be returned if contract terminated. *After first 2 card readers ordered, there is a cost for the card reader.

*For Tax payments - I would recommend the card reader and online. For sewer payments- online only would be very convenient for your payers.

I have attached our Consumer Fee handout for Tax type payments (same for sewer payments online). These are the fees that we charge to the payer - the consumer. The fees are auto calculated on terminal, by card reader and online and then there is an "opt out" for payer to decide "to accept" or "not accept" the consumer fee. If payer chooses "not accept," then the transaction is canceled, no one is charged, and the payer would then need to use another form of payment, i.e.. cash/check.

Benefits of GovTeller system:

- Terminal, card reader & online auto calculates the consumer fee (no calculators or look-up tables required)
- "Opt out" on terminal application, card reader and online (cancel transaction before payer has been charged)
- Refunds and Voids are easily completed by you, gov agency, and we will also refund or void payments & consumer fees no questions asked in difficult situations where there is an upset payer/consumer
- PIN Debit transactions available in-person via terminal (lowest consumer fee vs. credit 1.5% + \$1.50) *You may find that many of your payers want to use their PIN debit cards in-person for Court Fees, fines, dog licenses, etc.
- Real time transactions - No end of day batch function to perform on terminal
- Real-time online reporting (as transactions are approved - this info can be seen online)
- Online copies of all receipts (in- real time)
- Visa, MC & Discover transactions - Deposits into your designated bank account are received electronically 2 business days after the sale transaction date (1 full days worth of transactions). American Express is a separate deposit and may lag a day or two. Our consumer fees are not included in your deposits (You can elect not to accept Amex cards).
- Online transaction reports, and deposit reports, and receipt copies available anytime - archived back 1 year
- Online transaction and deposit reports can be exported to EXCEL, HTML, or .csv
- We are PCI Level 1 compliant- highest standard of cardholder data security
- Secure online user access through provided passwords/logins with ability to see any and all departments transaction reports and deposit reports
- GovTeller Online can be integrated with any web-based data portal

Please let me know if you have any additional questions or comments or are interested in a demo/webinar. Thank you! I hope to hear from you again soon.

Best regards,

**Sharon Smith
Vice President,
National Sales Manager**

877-829-7294

Government Payments, LLC

dba GovTeller

Web: <<http://www.govteller.com>>

 GovTeller Handout Presentation Tax payments SS11-11.pdf
168K



ACTING MANAGERS WEEKLY REPORT
6/8/12

I am out of the office on Friday June 8, 2012.

As an FYI on Friday June 8 – Hackettstown Police Department is covering for Washington Township Police due to a funeral. The Hackettstown Police will be covering from mid morning to afternoon.

The 2011 Municipal Audit has been placed in your mailboxes. Tom Ferry will be at the June 19 Council meeting to present the audit.

The Police cost analysis has been given to Council in draft form. Please send me any questions or comments you have prior to June 19 so that the CFO and I can review and provide answers to Council. The CFO will be in attendance on June 19 to review the ACH payment process and provide an update to the Council regarding our savings as it relates to the refunding bond.

The contracts for the Beethoven Ave road construction project have been reviewed by Attorney Kopen and completed. Construction will commence in June.

The Recreation Commission reports that they have found additional leaks at the pool. They have been working closely with my office and the DPW to isolate and correct the leaks. Swim Team practices started June 4th. All of the new waste and recycling containers have been delivered and are waiting installation. Snack Bar floors have been sanded and painted and the new equipment will be installed June 4th. The good news is it was determined there is no leak at the baby pool. There was only an issue with the drain plug which has been corrected.

As a follow up to last nights meeting; the couch from East Church Street has been removed. The Engineer will be providing the DAM information for the grant in his report and this will be provided to Council by the June 19 meeting. The DPW Supervisor will be providing a list of properties they are maintaining by next Friday.

WASHINGTON TOWNSHIP POLICE
DEPARTMENT

MONTHLY REPORT
2012

ACTIVITY	MAY
POLICE DISPATCHED INCIDENTS	2,766
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 54
	BOROUGH = 71
	OXFORD = 12
TOTAL CRIMINAL ARREST	TOWNSHIP = 20
	BOROUGH = 23
	OXFORD = 4
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 23
	BOROUGH = 9
	OXFORD = 2
MOTOR VEHICLE STOPS/COMPLAINTS	526
MOTOR VEHICLE SUMMONS	TOWNSHIP = 77
	BOROUGH = 113
	OXFORD = 14
CRIMES TO ANOTHER'S PROPERTY	65
CDS /ALCOHOL INCIDENTS	48
DOMESTIC/FAMILY ISSUES	73
ALARMS	63
EMS/FIRE CALL	121
OTHER TYPES	1,836
PATROL MILE (APPROX.)	21,225

Borough of Washington Municipal Court
Monthly Report

Category	Year to Date
<u>Added:</u>	
DWI	4
Moving	92
Parking	17
	8
Indictable	38
Disorderly Person	39
All Other	107
	3
	10
	12
<u>Disposed:</u>	
DWI	3
Moving	86
Parking	19
	12
Indictable	43
Disorderly Person	63
All Other	129
	3
	14
	11

Month: May 2012
Respectfully Submitted: Jerilyn Harris C.M.C.A.

Borough of Washington Municipal Court
Monthly Financial Report

Washington Borough		Current Month	Year to Date
Check #	1113 Tres, Warren County	\$ 1,652.00	\$ 8,454.25
Check #	1114 Tres, Borough of Washington Title 39	\$ 4,593.07 ✓	\$ 29,332.81
Check #	1116 Tres, Borough of Washington POAA	\$ 20.00	\$ 84.00
Check #	1117 Tres, State of NJ Judiciary	\$ -	\$ -
Check #	Tres, County W & M	\$ 500.00	\$ 1,795.00
Check #	Various Restitution	\$ -	\$ -
Check #	Tres, State of NJ ACH	\$ 3,076.93	\$ 17,486.92
Check #	Over Payments	\$ -	\$ -
Check #	NJ Dept. of Environmental Protection	\$ -	\$ -
Check #	1115 Tres, Borough of Washington PD	\$ 50.00	\$ 120.00
Check #	Tres, State of NJ W & M	\$ -	\$ -
Check #	Tres, Borough of Washington, non-cashed checks	\$ -	\$ -

Month: May 2012
Respectfully Submitted: Jerilyn Harris C.M.C.A.

Range of Accounts: 2-01-00-000-000 to 2-01-55-000-000-000
 Incl Blank Line Between Accounts: Yes Cap Accounts Switch: Yes Include Requisitions: No
 Department Page Break: No CAFR Control Totals: No Department Control Totals: No
 Budgeted = Adopted + Amended
 Balance = Budgeted + Transfers - Encumber - Net Expended/Reimbrsd - Canceled (if any)
 Unexpended = Budgeted + Transfers - Net Expended/Reimbrsd - Canceled (if any)

Year To Date As Of: 05/31/12
 Skip Zero Activity: Yes

Net Expd/Reimb = Expended - Reimbursed
 %Used = (Net Expd/Reim + Encumber) / (Budgeted + Transfers - Cancel)

Account NO	Description	Budgeted	Transfers	Encumber	Net Expd/Reimb	Unexpended	Balance YTD	%Used
Final Budgeted		7,202,795.62	0.00	1,779,380.15	3,814,377.03	3,388,418.59	1,609,038.44	78
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		7,202,795.62	0.00	1,779,380.15	3,814,377.03	3,388,418.59	1,609,038.44	78

HIGHWAY DEPARTMENT
OVERVIEW FOR May 2012

One man was assigned to cleaning the Municipal Building as the part time janitor was on leave due to surgery.

The street sweeper was also up and running these streets included; Washington Avenue, Flower Avenue, Taft Terrace, Harding Drive, Presidential Drive, Wilson Terrace, Oakwood Terrace, Sunrise Terrace, Park Avenue, Hillcrest Avenue, Pohatcong Avenue, Jackson Avenue, Church Street, Youmans Avenue, Railroad Avenue, Broad Street, Belvidere Avenue. RidgeTop Terrace, McKinley Avenue, Gibson Place, Vanburen Street, Grant Street, Adams Street, Prosper Way, Jefferson Street and Fillmore Street.

Two men were assigned to storm drain repair. One located on Flower Avenue and the other one located on South Wandling Avenue the work included; removing the damaged section of roadway around the basin, rebuilding the drain from the inside out using new cemented block and cleaning out the entire basin including the inlets and outlets.

The crew was assigned to repairing sixty feet of drain pipe located on Ophelia Street the work included; locating where the repair was to be made and excavate approximately sixty feet of drainage pipe and replace it with 15 inch black pipe.

We also managed to do some roadway patching this included; Prospect Street, Grand Avenue, Green Street, Davis Street and Cherry Street.

One man was assigned to mowing the borough properties.

One man was assigned to deliver sand and mulch to the Park. One load of top soil was delivered to Vara Field.

Two men were assigned to cleaning storm drains the streets that were completed are as follows; Flower Avenue, Sunrise Terrace, Wilson Terrace, Taft Terrace, Harding Drive, Robin Road, Oakwood Terrace, Oakridge Road, Elizabeth Avenue, Valley View Terrace, RidgeTop Terrace, North Pickel Avenue, South Pickel Avenue and Myrtle Avenue.

Two men were assigned to maintain the properties located on 67 South Lincoln Avenue, 104 Prospect Street, 97-99 North Lincoln Avenue and 32 Wilson Terrace the work included; cutting the grass surrounding the property, weedwacking the property and picking up any garbage or furniture that was left outside the property.

Two men were assigned to trim back the brush at the intersection of Lenape Trail and Ramapo Way.

Respectfully submitted,



John Burd
Supervisor Streets

RESOLUTION #97-2012

RETAIL CONSUMPTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Consumption License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Consumption License** be issued by the Borough Clerk and granted to:

VMI of Washington, Inc.
t/a Enzo's Restaurant & Pizzeria
328 W. Washington Ave.
Washington, NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Township Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded
by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC, Borough Clerk

RESOLUTION #98-2012

RETAIL CONSUMPTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Consumption License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Consumption License** be issued by the Borough Clerk and granted to:

Washington Inn, Inc.
t/a Felix's Tavern
101 East Washington Ave.
Washington, NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

. The above Resolution was moved by _____ seconded
by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard, RMC Borough Clerk

RESOLUTION #99-2012

RETAIL CONSUMPTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Consumption License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Consumption License** be issued by the Borough Clerk and granted to:

GRAMA, Inc
t/a Mediterranean Bistro
301 W. Washington Ave
Washington, NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded

By _____.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC Borough Clerk

RESOLUTION #100-2012

RETAIL CONSUMPTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Consumption License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Consumption License** be issued by the Borough Clerk and granted to:

LINSCO, INC.;
t/a Scotty's Stadium Club
15 Belvidere Ave.
Washington NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Township Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded
by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC Borough Clerk

RESOLUTION 101-2012

RETAIL DISTRIBUTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Distribution License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Distribution License** be issued by the Borough Clerk and granted to:

Warren County Discount Liquor & Grocery, Inc.
260 W. Washington Ave
Washington, NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC Borough Clerk

RESOLUTION #102-2012

RETAIL DISTRIBUTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Distribution License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Distribution License** be issued by the Borough Clerk and granted to:

Washington Discount Liquors L.L.C.
66 Route 31
Washington NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC Borough Clerk

RESOLUTION #103-2012

RETAIL CONSUMPTION LICENSE

WHEREAS, an application has been made in apparent conformity with the requirements and conditions relative to the issuance of a **Plenary Retail Consumption License** and in accord with an Act of Legislature concerning Alcoholic Beverages and the Amendments and Supplements thereto; and

WHEREAS, the following applicant has paid a fee of **\$720.00**.

NOW, THEREFORE, BE IT RESOLVED, by the Borough Council of Washington, County of Warren, and State of New Jersey that a **Plenary Retail Consumption License** be issued by the Borough Clerk and granted to:

Philberts Pub
101 B West Washington Ave
Washington, NJ 07882

From July 1, 2012 – June 30, 2013, provided proof of compliance with Public Law 1970, Chapter 77, has been submitted by the Division of Alcoholic Beverage Control.

BE IT FURTHER RESOLVED, that the following conditions be imposed on the licensee:

- A. Licensee will report all incidences of fighting and brawling in the licensed premises immediately to the Washington Police Department for assistance.
- B. Licensee agrees to keep the doors to the premises closed at all times (regardless of the weather) so as to control patrons on premises and to discourage patrons from disturbing or accosting persons on the adjoining streets and sidewalks. The licensee shall have had an automatic door closing device installed on the main entrance door to the establishment and the same shall be kept operational at all times

The above Resolution was moved by _____ seconded by _____, voted and carried this 19th day of June, 2012.

Roll Call: Ayes: Nays: Abstained:

Kristine Blanchard RMC

RESOLUTION #104-2012

A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS
FROM STEW'S AUTO BODY, INC. SITE PLAN ESCROW ACCOUNT
AND FROM STEW'S AUTO BODY, INC. LEGAL EXPENSES ESCROW
ACCOUNT HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, John M. Zaiter, Esquire, of Broscious, Fischer & Zaiter, 43 Broad Street, P.O. Box 230, Washington, N J 07882, has submitted a letter on behalf of Stew's Auto Body, Inc. requesting the closure of the funds remaining in the developer's escrow account numbers #7200020889 and #7200020890; and

WHEREAS, the engineers and attorneys representing the Borough of Washington have advised that they have been paid in full and there are no outstanding invoices and it has been determined that the escrow account monies can be released.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey, that the Municipal Treasurer is hereby authorized to issue a check to Stew's Auto Body, Inc. in the amount of the actual balances remaining in Acct. #7200020889 and Acct. #7200020890.

The above resolution was moved by _____, seconded by _____, voted and carried this 19th day of June, 2012.

Roll Call:

Ayes: Nays:

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

cc: Barbara Van Why, Admin. Clerk

Dated:

The above Resolution was moved by _____, seconded by
_____, voted and carried this day of 2012

Roll Call: Ayes:
 Nays:
 Abstentions:

Kristine Blanchard, R.M.C.
Borough Clerk

106-2012
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: Possible Discussion Topics: Washington Township Shared Service Agreement/Forensic Audit Contract . 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

BILL LIST 6/19/12 SEWER

P.O. Type: All
 Format: Detail with Line Item Notes
 Range: 2-05-55-000-000 to 2-05-55-999-999-999
 Rcvd Batch Id Range: First to Last
 Department Page Break: No
 Print Alpha Capital/Trust, Alpha Grant, & Revenue Accts: N
 Open: N Void: N Paid: Y
 Held: N Aprv: Y Rcvd: Y
 Bid: Y State: Y Other: Y Exempt: Y
 Received Date Range: 06/08/12 to 12/31/12
 Include Non-Budgeted: Y

Budget Account	Description	Item Description	Amount	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	PO Type
Fund: SEWER OPERATING FUND								
2-05-55-501-000-011	SEWER OPERATING Full Time							
12-00614	1 WBPAY WASH. BOROUGH PAYROLL ACCOUNT	SEWER S&W CHARGES-6/15/12 PAY	3,882.21	A		06/12/12	06/12/12	
	Tracking Id: 2560	Payroll (General) (Exempt)						
	Department Total:		3,882.21					
2-05-55-502-000-028	SEWER OPERATING Contractual Svcs							
12-00630	1 USFILT VEOLIA WATER	MAY 2012 SEWER OPERATION&MAINT	61,420.36	A		06/14/12	06/14/12	00015651
	Tracking Id: 3712	water & wastewater Operations (Non-Exempt)						
12-00630	2 USFILT VEOLIA WATER	MAY 2012 HEAD WORKS STRUCTURE	2,083.33	A		06/14/12	06/14/12	00015651
	Tracking Id: 3712	water & wastewater Operations (Non-Exempt)						
	Department Total:		63,503.69					
2-05-55-502-000-071	SEWER OPERATING Utilities-Electricity							
12-00069	16 GPU JCP&L	4/28-5/30/12 S PROSPECT PUMP	3.82	A		01/10/12	06/14/12	B
	Tracking Id: 3611	utilities - Electric (Exempt)						
	STATION							
	Department Total:		63,507.51					
	CAFR Total:		67,389.72					
	Fund Total: SEWER OPERATING FUND		67,389.72					
	Year Total:		67,389.72					

Total P.O. Items: 4 Total List Amount: 67,389.72 Total Void Amount: 0.00

Fund Description	Fund	Budget Total
SEWER OPERATING FUND	2-05	67,389.72
Total of All Funds:		<u>67,389.72</u>

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Date Invoice	1099
FITZDES DESMOND FITZGERALD	12-00584	06/06/12 START UP MONEY FOR POOL	Continued									EXC1
		START UP MONEY FOR FRONT DESK	125.00									
		Vendor Total:	125.00									
EA E & A SUPPLY	12-00532	05/16/12 ELECTRIC GRIDDLE FOR SNACK BAR										N
		1 ELECTRIC GRIDDLE FOR SNACK BAR	252.95		T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/16/12	06/11/12		256463	N
		Tracking Id: 200			Appliance Equipment & Supplies (Exempt)							
		2 HEAT LAMP FOR SNACK BAR	109.00		T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/16/12	06/11/12		256463	N
		Tracking Id: 1040			Electrical Equip & Supplies (Exempt)							
		3 ELECTRIC FRYER FOR SNACK BAR	252.26		T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/16/12	06/11/12		256463	N
		Tracking Id: 1040			Electrical Equip & Supplies (Exempt)							
		4 CUSTOM TABLE FOR SNACK BAR	385.50		T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/16/12	06/11/12		256463	N
		Tracking Id: 1820			Furniture (Office General) (Exempt)							
		5 FREIGHT CHARGE	175.00		T-16-00-858-000-821	B CONCESSION STAND Materials & Supplies	A	05/16/12	06/11/12		256463	N
		Tracking Id: 1040			Electrical Equip & Supplies (Exempt)							
		Vendor Total:	1,174.71									
FINELL FINELLI CONSULTING ENGINEERS	12-00632	06/14/12 eng serv 4/15-5/18/12 P.SereLi										N
		1 eng serv 4/15-5/18/11 P.SereLi	28.75		T-13-00-701-000-000	B P. SERELIS CORPORATION	A	06/14/12	06/14/12		21148	N
		Tracking Id: 2780			Professional Services - Engineering (Exempt)							
		12-00633	06/14/12 eng service to PB 4/15-5/18/12									N
		1 4/15-5/18/12 PLANNING BOARD	258.75		2-01-21-180-000-028	B PLANNING BOARD Contractual Svcs	A	06/14/12	06/14/12		21150	N
		Tracking Id: 2780			Professional Services - Engineering (Exempt)							
		ENGINEERING FEES										
		12-00634	06/14/12 eng for Quick Ck 4/15-5/18/12									N
		1 4/15-5/18/12 QUICK CHEK	287.50		T-13-00-681-000-000	B QUICK CHEK CORPORATION	A	06/14/12	06/14/12		21147	N
		Tracking Id: 2780			Professional Services - Engineering (Exempt)							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	Invoice	1099
									Date	Date		Excl
GPU JCP&L												
12-00068	01/10/12	ELECTRICITY MISC. DEPTS	Continued									
28	4/18-5/17/12	YOUMANS AVE-POOL	90.38		2-01-31-430-000-299	B ELECTRICITY	A	01/10/12	06/14/12			N
		Tracking Id: 3611				Utilities - Electric (Exempt)						
29	4/18-5/17/12	YOUMANS AVE-BATH	28.03		2-01-31-430-000-299	B ELECTRICITY	A	01/10/12	06/14/12			N
		Tracking Id: 3611				Utilities - Electric (Exempt)						
		HOUSE										
			<u>178.97</u>									
12-00520	05/11/12	ELECTRICITY - LIBRARY										
2	5/6-6/6/12	ELECTRICITY-LIBRARY	500.00	B	2-01-29-390-000-071	B MUNICIPAL LIBRARY Electricity	A	05/11/12	06/14/12			N
		Tracking Id: 3611				Utilities - Electric (Exempt)						
		Vendor Total:	725.32									
CONTINI JOHN CONTINI												
12-00583	06/06/12	GIRLS SOFTBALL UMPIRE FEE										
1		GIRLS SOFTBALL UMPIRE FEE	50.00		T-16-00-858-000-862	B GIRLS SOFTBALL Referees/Umpires	A	06/06/12	06/11/12			N
		Tracking Id: 3271				Sports Referee/Umpire Services (Exempt)						
		5/31/12 SENIORS VS WASH TWSP.										
		Vendor Total:	50.00									
DORSCH JOHN DORSCH ELECTRICAL CONTRAC												
12-00538	05/16/12	MUNI BLDG OUTSIDE LIGHTING										
1		MUNI BLDG OUTSIDE LIGHTING	110.00		2-01-26-310-000-054	B BUILDING & GROUNDS electrical	A	05/16/12	06/13/12		7594	N
		Tracking Id: 1070				Electrical services (Non-Exempt)						
		ELECTRICAL WORK										
		INSTALLED NEW OUTSIDE BULBS WITH LIFT										
12-00612	06/12/12	ELECTRICAL PROBLEM										
2		OUTSIDE LIGHTING CONTROL PANEL	100.00	B	2-01-26-310-000-054	B BUILDING & GROUNDS electrical	A	06/12/12	06/13/12		7595	N
		Tracking Id: 1070				Electrical services (Non-Exempt)						
		TINER CONTACTS WERE BAD INSTALLED NEW										
		FEED TO EXISTING RELAY										
3		FRONT LIGHT FIXTURE SOCKET WAS	94.50		2-01-26-310-000-054	B BUILDING & GROUNDS electrical	A	06/12/12	06/13/12		7597	N
		Tracking Id: 1070				Electrical services (Non-Exempt)						

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	Invoice
DORSCH JOHN DORSCH ELECTRICAL CONTRAC	Continued									
	12-00612 06/12/12 ELECTRICAL PROBLEM	BAD - INSTALLED NEW SOCKET	194.50							
	12-00619 06/14/12 5 YEAR POOL ELECTRICAL BONDING									
	1 5 YEAR POOL ELECTRICAL BONDING		1,950.00	T-16-00-858-000-826	B SWIMMING PROGRAM Materials & Supplies	A	06/14/12	06/14/12	7596	N
	Tracking Id: 1060 Electrical Services (Exempt)									
	2012 ANNUAL ELECTRICAL INSPECTION									
	LIGHTS IN POOL PIT, POOL HOUSE, ETC									
	Vendor Total:		2,254.50							
KEISER JOSEPH KEISER										
	12-00586 06/06/12 GIRLS SOFTBALL UMPIRE FEE									
	1 GIRLS SOFTBALL UMPIRE FEE		50.00	T-16-00-858-000-862	B GIRLS SOFTBALL Referees/Umpires	A	06/06/12	06/11/12		N
	Tracking Id: 3271 Sports Referee/Umpire Services (Exempt)									
	5/30/12 INTERMEDIATE VS INDEPENDENCE									
	Vendor Total:		50.00							
DZIEDZIC JOSEPH M. DZIEDZIC JR.										
	12-00580 06/05/12 SOFTBALL UMPIRE FEE									
	1 SOFTBALL UMPIRE FEE		50.00	T-16-00-858-000-862	B GIRLS SOFTBALL Referees/Umpires	A	06/05/12	06/11/12		N
	Tracking Id: 3271 Sports Referee/Umpire Services (Exempt)									
	5/17/12 SENIOR GAME VS HOPE									
	Vendor Total:		50.00							
KETTLE KETTLE CREEK CORPORATION										
	12-00509 05/10/12 24/RECYCLING/GARBAGE BARRELS									
	1 24/RECYCLING/GARBAGE BARRELS		9,698.40	G-02-XX-770-000-000	B CLEAN COMMUNITIES	A	05/10/12	06/11/12	20120042	N
	Tracking Id: 3651 Waste Removal Services (Exempt)									
	Vendor Total:		9,698.40							

Vendor # Name	PO # PO Date Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date Date	Chk/Void	1099
	Item Description						Date	Date	Date	Exc
Total Purchase Orders:	75 Total P.O. Line Items:		129 Total List Amount:	174,788.35	Total Void Amount:					0.00

Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	1-01	25,620.76	0.00
OPERATING FUND	2-01	113,131.71	0.00
FEDERAL & STATE GRANT FUND	G-02	11,712.26	0.00
ANIMAL CONTROL FUND	T-12	731.40	0.00
DEVELOPER'S ESCROW FUND	T-13	2,919.42	0.00
RECREATION TRUST	T-16	20,672.80	0.00
	Year Total:	<u>24,323.62</u>	<u>0.00</u>
	Total of All Funds:	<u><u>174,788.35</u></u>	<u><u>0.00</u></u>