

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

STATEMENT OF ADEQUATE NOTICE:

ROLL CALL: Clerk will call the Roll

CORRESPONDENCE:

Rich Phelan: Refunding Bond
Rich Phelan: Online Property Tax and Sewer Payment
Rich Phelan: Borough Status 2009 vs. 2012

MINUTES:

December 20, 2012 Regular Meeting
December 20, 2012 Executive Session
January 3, 2012 Reorganization Meeting
January 17, 2012 Regular Meeting

AUDIENCE:

Remarks, petitions, statements and testimony from guests

ORDINANCES:

Ordinance 1-2012 An Ordinance Establishing Recreation
Department Program Fees (Public Hearing/Adoption)

Resolution 40-2012 Declaring Ordinance 1-2012 to be an
Emergency Ordinance

Resolution 41-2012 Resolution Memorializing the
Establishment of Recreation Fees for 2012

Ordinance 2-2012 Ordinance to Exceed the Municipal Budget
Appropriation Limits and to Establish a CAP Bank (Introduction)

REPORTS

Borough Manager Reports
Police Activity Report
CFO Report

COMMITTEE REPORTS

None

OLD BUSINESS:

Snow Removal – Downtown (JJ)

NEW BUSINESS:

1. Resolution 35-2012 Release of Escrow – Hoffman
2. Resolution 36-2012 Release of Escrow – Park Hill
3. Resolution 37-2012 Allow Veteran Deduction
4. Resolution 38-2012 Redemption of Tax Sale Certificate
5. Resolution 39-2012 Redemption of Tax Sale Certificate
6. Resolution 42-2012 Resolution of Concurrence with the NJDOT's Proposed Handicapped Parallel Parking Spaces Along West Washington Avenue
7. Resolution 43-2012 Transfer of Retail Consumption License JO-BO Corp to Philip Blanche and Deborah Walton – Person to Person and Place to Place Transfer
8. Resolution 44-2012 Establishing the Election of Members of the Washington Borough Board of Education as the First Tuesday after the First Monday in November
9. Resolution 45-2012 Establishing the Election of Members of the Warren Hills Regional Board of Education as the First Tuesday after the First Monday in November.
10. Resolution 46-2012 Temporary Budget Appropriations
11. Resolution 47-2012 Establishing Three Year Averaging Method in Computing the Reserve for Uncollected Taxes
12. Resolution 48-2012 Grant Application – Recreational Trails Program

VOUCHERS:

List Attached

RECAP

COUNCIL REMARKS:

Remarks, Reports, Discussions

EXECUTIVE:

Correspondence – Personnel

ADJOURNMENT: _____ P.M.



RICHARD D. PHELAN

BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council

CC: Kristine Blanchard

FROM: Richard Phelan 

DATE: January 26, 2012

SUBJECT: Refunding Bond

As you recall from previous conversations, the CFO and I have been looking into the feasibility of refunding our debt in order to consolidate and lower our debt payments. In order to achieve this, we must demonstrate to the State that by refunding our debt we would reap a minimum of 3.5% reduction overall. Over the past 18 months, we check the financial rates on a monthly basis to see if we can achieve this savings to no avail. Fortunately, there has been a big swing in the markets and we are pleased to say that we can now refund our debt (IE: Bonds and Notes) in an amount that will meet or exceed the 3.5% State requirements.

In order for this to occur, several things must occur. Specifically the following:

- The Borough Council must introduce and adopt a Refunding Bond Ordinance authorizing this action to occur.
- Several authorizing resolutions must be approved prior to the “closing” of the refunding bond itself.
- We must seek approval from the Local Finance Board (LFB) for this action, which would be seamless if we meet or exceed all State requirements.
- After approved by the LFB, the CFO will work with the appropriate entities and schedule the closing of the bond, which will take approximately 2 months.

While we can't not provide you with the exact amount of savings until the actual date of the closing, our preliminary numbers reflect an annual reduction of approximately \$7,000/year throughout the life of the refunded debt.

If this is something that the Council would like to move forward on, I can work with the CFO right away. I thank you in advance for your consideration of this matter.



RICHARD D. PHELAN

BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council
CC: Kristine Blanchard
FROM: Richard Phelan 
DATE: January 26, 2012
SUBJECT: Online Property Tax and Sewer Utility Payment

Over the past few months, the CFO and I have been working on providing a new service to all taxpayers in the Borough. Specifically, online property tax and sewer utility payments. There are many different companies out there and we spoke with several of them. After much review, we believe that Cit-e-Net LLC would be the best option for the Borough.

Generally speaking, this service would allow any taxpayer to make property tax or sewer utility payments directly through our website in a secure manner. Payment would be made through an Automated Clearing House (ACH) payment, which is simply a wire transfer from their checking account to Borough accounts. This is a similar method that is used when people use "online banking" through their financial institution.

I have attached the quotation for the service to the memorandum. The short version is that there would be a one-time setup fee of \$1,750, and an annual cost of \$2,250. With this in mind, many municipalities require anyone using this service to pay a "service fee" in order to offset the overall annual cost. In this instance, I would recommend that all users of this service pay a \$1 service fee per transaction. It should be noted that if a service fee is charged, we will need to amend our fee ordinance as we can not change any fees if they are not properly listed in said ordinance.

To that end, I request guidance from Council as to the following questions:

1. Does Council want to move forward with online property tax and sewer utility payments?
2. If yes, do you want to charge a "service fee" for this service?
 - a. If so, what amount?
 - b. If not, the cost of this service must be raised on an annual basis via the municipal budget.

Once a decision is made based on the above-referenced information, we can proceed accordingly. I thank you in advance for your consideration in this matter.

January 11, 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.

- A specified dollar amount.
- A percentage amount of the tax bill to be paid.
- A percentage amount (up to a maximum dollar amount) of the tax bill to be paid.
- 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> \$1,750 ³
Business Office Core Module - Property Tax Payments	\$1,000	
Property Tax Payment Process Form - <i>ACH Payments</i>	\$500	
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 ACH PAYMENTS ONLY	\$2,250	\$1,750³
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>	\$500	<u>Requires Municipality to have a Merchant Service Account and Process Gateway</u>
On-line Sewer Payments Set-up (Credit Card)		
Sewer Payment Process Form - <i>Credit Card Payments</i>	\$250	<u>Requires Municipality to have a Merchant Service Account and Process Gateway</u>
ADDITIONAL CREDIT CARD PAYMENTS	\$750	\$1,000
TOTAL ACH & CREDIT CARD PAYMENTS	\$3,000	\$2,750

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.



RICHARD D. PHELAN

BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council
FROM: Richard Phelan 
DATE: February 2, 2012
SUBJECT: Borough Status (2009 vs., 2012)

When I began my employment with the Borough of Washington in March of 2009, the current state of its operations could be likened to a business on the verge of bankruptcy. Debt was very high, cash flow was poor, and maintaining the “status quo” in an economic downturn was prevailing. During my interview process for this position, I advised the Borough Council that due to the state of affairs in the Borough, very difficult changes would need to be made and that it would take 3 – 5 years to correct this financial mess.

To provide an example of the financial status of the Borough in 2009, here are some specifics:

- General Capital and Sewer Capital debt was nearly \$20 million.
- Cash flow was non existent and the Borough was having a hard time paying their bills. This resulted in the Borough obtaining Tax Anticipation Notes in order to have cash on-hand for operational purposes.
- Surplus in the Borough’s operating account was \$39,381.41
- Surplus in the Borough’s sewer utility account was \$21,633.61
 - A sewer utility is categorized as self-liquidating, which means that it is fully funded through user fees. In 2009, due to the poor management of this utility’s finances, it was running at a \$300,000/year deficit.
- Interfunds topped \$2 million dollars. Municipal government has 4 main funds; Current, Capital, Sewer, Sewer Capital. An interfund is when you transfer money from one “fund” to another. While this is a perfectly legal financial practice, good accounting practices require that all transfers be repaid in the same budget year. This was not the case in the Borough, and as a result of not paying these transfers back in a timely manner, there was a significant impact on all aspects of municipal operations.

Taking this into account, the Borough was in worse shape than originally anticipated. In order to stop the financial downfall, several actions needed to occur immediately. This included departmental restructuring, staff training, reduction in staff, and difficult budget cuts to name a few. Additionally, in order to further reduce the financial burden on the taxpayers, we successfully applied for and received a total of \$950,000 in additional State Aid over a 2-year period (2009 and 2010).

Throughout the next 2 years, many changes and improvements have been made to Borough operations that strengthened our financial foundation. This included hiring a new Chief Financial Officer to oversee the Finance Department. She quickly came in and brought order and structure to a disorderly department, which resulted in this department running at greater efficiency. This included utilizing the Borough’s financial software to it fullest potential, which was not the case

prior. Further to this, we ceased the outsourcing of our sewer billing process and brought this process in-house, which resulted in a savings of \$60,000/year.

While we are not out of the woods yet, as a result of the above financial actions, as well as difficult budget decisions, the Borough is on a sound financial footing and operations have never run more efficiently that is currently does. In less than 3 years, I am pleased to say that we have achieved the following:

- General Capital debt has been **reduced** by 17.69%.
- Sewer Capital debt has been **reduced** by 37.99%.
- Current Fund Balance (AKA Surplus) **increased** to \$680,000
- Sewer Fund Balance (AKA Surplus) **increased** to \$774,000
- Department operating budgets are **at or below 2008** levels.

With all of the above in mind, I was pleased to present the Borough Council with a sound and responsible preliminary budget in 2012 that represents a **.42%** tax increase. On the average assessed property in the Borough, this equates an increase of \$12.32/poperty/year, or \$1.03/month.

Taking the above into account, after all of the hard work that has been accomplished during my three years of employment in the Borough, it was with mixed emotions that announced to the Borough Council and public that I am stepping down as Borough Manager. I will continue to have the Borough's best interests in mind for the remainder of my employment, and will gladly make myself available to all Borough Officials and staff even after my departure.

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – December 20, 2011**

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

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

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

Mayor McDonald led everyone in the flag salute.

Mayor McDonald read the following Statement into the Record:

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

CORRESPONDENCE:

Washington Township – Proposed Secondhand Jewelry Ordinance
Senator Doherty – Proposed Resolution
Sutherland Associates – Proposed Water Storage Tank NJ American Water
Schneider and Co. – Forensic Audit Invoices

Motion made by Higgins, second by Jewell to receive and file the correspondence.

Ayes: 6, Nays: 0
Motion Carried

Washington Township – Proposed Ordinance

A motion was made by Councilman Higgins, seconded by Councilman Jewell to inform the Washington Township Police Chief that the Borough is not interested at this time.

Ayes: 6, Nays: 0
Motion Carried

Senator Doherty – Proposed Resolution

Motion made by Jewell, seconded by Torres to draft the Resolution and place on the agenda for the next meeting.

Ayes: 6, Nays: 0
Motion Carried

Sutherland Associates – Water Tank Proposal

It was suggested by Attorney Cushing to invite Sutherland Associates in to present to Council so that more information may be obtained. Council concurred.

COUNCIL APPEARANCE :

Ray Rice – Jade Acquisition

Mr. Rice stated that he is the current developer for the Washington Square Town Homes that are being developed on Rt. 57 in Washington. He explained that currently the Planning Board Resolution states he will need to set aside 20% of the units as affordable housing units. He stated that the Planning Board and he both agree (as outlined in the Planning Board Resolution) that if COAH gives approval, it would be preferred that he give a donation to the Borough in lieu of constructing the affordable housing units.

Mr. Rice stated to date; COAH has not approved or denied the request. Mr. Rice stated he is before Council this evening to ascertain whether or not Council would be agreeable to him constructing market rate units on the Washington Square property and rather than a donation; moving the affordable units downtown. Mr. Rice stated that he is interested in rehabbing buildings in the downtown area and sees this as a perfect opportunity.

Council determined they are interested in Mr. Rice’s proposal they suggested he speak with the Planning Board Planner and review the downtown redevelopment plan. They would like to see a concept as well. Council informed Mr. Rice that he will need to seek approval from the Planning Board to amend the Resolution.

AUDIENCE:

Mayor McDonald opened up the audience portion of the meeting.

Mrs. Susan Sloan – 89 Grand Avenue

Mrs. Sloan noted that a property owner is placing leaves on the street on Grand Ave. Manager Phelan will inform the code officer.

ORDINANCES:

None

REPORTS:

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

1. Managers Report
2. Municipal Court Report
3. DPW Report

Ayes: 6, Nays: 0
Motion Carried

A motion was made by Higgins, seconded by Jewell to have the Manager obtain a breakdown of the 2011 Recreation Program fees and expenditures.

Ayes: 6, Nays: 0
Motion Carried

COMMITTEE REPORTS:

None.

OLD BUSINESS:

None

NEW BUSINESS:

Official Newspaper – Discussion

Borough Clerk, Kristine Blanchard informed Council that at the last Council meeting a resident had voiced his concerns regarding the availability of the Star Gazette. After doing some research on the advertising costs associated with the Express Times and the Star Gazette it is much more cost effective to continue advertising in the Star Gazette. Ms. Blanchard stated that the cost to advertise in the Express Times is \$3.40 per line; the Star Gazette is .6669 per line. The Star Gazette is available on-line and at the Municipal Library. She has spoken with a sales representative from the Star Gazette and the representative will be reaching out to Quick Check to begin carrying the paper.

Council agreed to continue advertising in the Star Gazette.

Resolution 198-2011 Void and Replace Check

Resolution 198-2011 was approved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 198 -2011

**A RESOLUTION TO VOID AND REPLACE A CHECK ISSUED
FROM THE DEVELOPER'S ESCROW ACCOUNT APPROVED
FOR PAYMENT ON DECEMBER 6, 2011.**

WHEREAS, the Mayor and Council approved a total payment from the Developer's Escrow account due to Gebhardt & Kiefer in the amount of \$5,001.18 and Check #1908 was subsequently issued in that amount;

WHEREAS, a review of the invoices paid by check #1908 revealed that one invoice in the amount of \$230.00 should have been paid to Suburban Consulting Engineers;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey hereby approves the void of check number 1908 and the reissuance of the payment due to Gebhardt & Kiefer by check #1925 in the amount of \$4,771.18.

Resolution 199-2011 Release of Street Opening Escrow

Resolution 199-2011 was approved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION 199# 2011

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

WHEREAS, Dr. Richard Birkins, DDS applied for a street opening permit in 2010; and

WHEREAS, funds were posted in escrow to cover the cost of professional review of this application as well as funds to cover a maintenance bond; and

WHEREAS, Municipal Engineer Andrew S. Holt, P.E. has determined after reviewing

the site that the escrow account money and professional review can be released.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer is hereby authorized to issue a check to Dr. Richard Birkins, DDS of 137 Belvidere Ave in the amount of \$1040.00

Resolution 200-2011 Redemption of Tax Sale Certificate

Resolution 2002-2011 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 200-2011

A RESOLUTION FOR REDEMPTION OF TAX CERTIFICATE

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

KNOW ALL PERSONS BY THESE PRESENTS THAT, WHEREAS, lands in the taxing district of Washington Borough, County of Warren, State of New Jersey, were sold on November 17, 2009 to Royal Tax Lien Services LLC, 115 West Avenue, Suite 300, Jenkintown, PA 19046, in the amount of \$13,821.49 for taxes or other municipal liens assessed for the year 2008 in the name of Roland, Madeline & Vincent as supposed owners, and in said assessment and sale were described as 33 Lambert Street, Block 2.11 Lot 33, which sale was evidenced by Certificate #09-00005; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 11-15-11 and before the right to redeem was cut off, as provided by law, HSBC for the Rolands claiming to have an interest in said lands, did redeem said lands claimed by Royal Tax Lien Services LLC by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$60,061.14, which is the amount necessary to redeem Tax Sale Certificate #09-00005.

NOW THEREFORE BE IT RESOLVED, on this 20th day of December, 2011 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Royal Tax Lien Services LLC, 115 West Avenue, Suite 300, Jenkintown, PA 19046 in the **amount of \$97,061.14 (\$60,061.14 principal and \$37,000.00 premium)**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 2.11 Lot 33 from the tax office records.

Resolution 201-2011 Refund of Taxes – Veteran Deduction

Resolution 201-2011 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION #201-2011

RESOLUTION TO REFUND VETERAN DEDUCTION ALLOWED

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

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

<u>BLOCK</u>	<u>LOT</u>	<u>NAME OF OWNER/ PROPERTY LOCATION</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
44.01	14	Schultes, Raymond E 103 Sunrise Terrace Washington, NJ 07882	Veteran's Deduction Allowed in 2011	250.00

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

Resolution 202-2011 Lease Agreement Norfolk Railway Block 300 Lot 1.04

No motion was made in support of Resolution 202-2011

Resolution 203-2011 Lease Agreement Norfolk Railway Block 301 Lot 2

Motion made by Valentine, seconded by Boyle for discussion.

Attorney Cushing stated that there are liability issues with the lease agreement. Councilman Boyle asked if this fails then it will not be plowed? Manager Phelan stated yes.

Ayes: 0, Nays: 5
Abstain: 1 (Higgins)
Motion Failed

Resolution 204-2011 Contract Extension with Veolia Water North America for the Operations and Maintenance of the Borough's Wastewater Treatment Plant

Resolution 204-2011 was moved on a motion made by Higgins, seconded by Torres and adopted.

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION 204-2011
AUTHORIZING A CONTRACT EXTENSION WITH VEOLIA WATER NORTH
AMERICA FOR THE OPERATIONS AND MAINTENANCE OF THE BOROUGH'S
WASTE WATER TREATMENT PLANT

WHEREAS, on June 16, 1998, U.S. Filter Operating Services, now known as Veolia Water North America, was awarded a contract for the design, operations and maintenance of the Borough's Waste Water Treatment Plant; and

WHEREAS, according to Article XI, Section 11.1 of the Agreement, the initial contract term was for fifteen (15) years; and

WHEREAS, Article XI, Section 11.2 of the Agreement states in part that "The Borough shall have the option in its sole discretion to renew this Agreement for an additional term or terms aggregating five (5) years on the same conditions as are applicable during the initial term."; and

WHEREAS, Article VIII, Section 8.3 of the Agreement states in part, "The parties acknowledge that it may be necessary or desirable from time to time during the Term hereof to modify, alter or improve the Wastewater Treatment System" to which the Borough has undertaken the inception of this Agreement at our own expense; and

WHEREAS, in accordance with Article IX, "Service Fee", Section 9.2, "Post-Acceptance Service Fee", Sub-Section F, "Pass Through Costs", electricity usage payments for the Waste Water Treatment Plant have been paid by Veolia Water North America and reimbursed in full by the Borough on a monthly basis; and

WHEREAS, the Mayor and Council have decided that granting the contract extension and making certain contractual changes in accordance with the Articles stated above would be in the best interest of the Borough.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Washington, authorize all actions listed in the attached amendment.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Borough Manager, Chief Financial Officer, and Veolia Water North America.

Resolution 205-2011 Authorizing System Modification to the Borough's Waste Water Treatment Plant by Veolia Water North America

Resolution 205-2011 was moved on a motion made by Valentine, seconded by Jewell and adopted.

Ayes: 5, Nays: 1 (Higgins)

Motion Carried

RESOLUTION 205-2011

**AUTHORIZING SYSTEM MODIFICATION TO THE BOROUGH'S WASTEWATER
TREATMENT PLANT BY VEOLIA WATER NORTH AMERICA**

WHEREAS, on June 16, 1998, U.S. Filter Operating Services, now known as Veolia Water North America, was awarded a contract for the design, operations and maintenance of the Borough's Waste Water Treatment Plant; and

WHEREAS, according to Article VIII, Section 8.5(D) of the Agreement, the Borough may authorize modifications to the Waste Water Treatment System and "May require Veolia Water North America to finance such costs, provided that Veolia Water North America shall be entitled to a substantiated adjustment to the Service Fee to account for such financing." And that "The parties shall negotiate in good faith to determine the structure and terms of any such financing."; and

WHEREAS, such negotiations have occurred to the satisfaction of both parties in order to make certain modifications to the Borough's Waste Water Treatment System; and

WHEREAS, the Mayor and Council have decided that authorizing such modifications would be in the best interest of the Borough.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Washington, authorize certain modifications to the Waste Water Treatment System in accordance with the attached Amendment.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Borough Manager, Chief Financial Officer, and Veolia Water North America.

VOUCHERS

Mayor McDonald entertained a motion to approve the vouchers and claims in the amount of \$ 408,228.54.

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

Ayes: 6, Nays: 0

Abstain: Higgins (Fire Department)
Jewell (EMS and Fire Department)

RECAP

Manager Phelan will inform Washington Township we are not interested in the proposed second hand jewelry ordinance at this time. He will reach out to Sutherland and Associates to schedule an appearance. He will also provide the breakdown of revenue and expenditures for the Recreation Department.

COUNCIL REMARKS:

Councilman Valentine wished everyone a happy holiday season

Councilman Torres wished everyone a happy holiday season as well.

Councilman Higgins wished everyone a Merry Christmas and inquired about an update from the forensic auditor. Manager Phelan stated he provided Council with correspondence however when the auditor has completed his audit he will schedule time with Council.

Councilman Jewell also wished everyone a Merry Christmas. He stated since we have not heard from the Chief of Police regarding the red light cameras he would like to make a motion to reach out to Chief McDonald to get the process started. This was seconded by Councilman Boyle.
Ayes – 5, Nays: 1 (Higgins.)

Councilman Boyle stated we should reach out to the railroad company to see if they will place a private property sign on their property to avoid confusion.

Mayor McDonald wished everyone a Merry Christmas.

Resolution 206-2011 Executive Session

I Motion made by Higgins, seconded by Torres to enter Executive Session at 9:10 p.m.

Ayes: 6, Nays: 0
Motion Carried

206-2011
RESOLUTION AUTHORIZING EXECUTIVE SESSION

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

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

WHEREAS, the Mayor and Council find it necessary to conduct an executive session

closed to the public as permitted by the *N.J.S.A.* 40:4-12; and

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

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

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

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

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

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

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

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

_____ Investigations of violations or possible violations of the law;

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

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

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

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

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

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

Council exited Executive Session at 9:15 p.m.

Hearing no further business Motion made by Torres, seconded by Higgins to adjourn the meeting at 9:15 p.m.

Mayor Scott McDonald

Kristine Blanchard, RMC Borough Clerk

**MINUTES OF THE REORGANIZATIONAL MEETING HELD
JANUARY 3, 2012**

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 FIRE DEPARTMENT OFFICERS:

Chief	Kurt Klausfelder
Assistant Chief	Bob Cammarota
Sr. Captain	Rick Monus
Jr. Captain	Joe Fox Jr.
Sr. Lieutenant	Dirk Higgins
Jr. Lieutenant	Ryan Devine

Borough Clerk, Kristine Blanchard conducted the swearing in of the new Fire Department Officers.

Mayor’s Message

Mayor McDonald read his year end message.

2011 was a year of great loss, and new beginnings. We suffered the loss of our long time Tax Assessor Tom Esfstatiou. His sudden passing left a huge hole in the hearts of all who knew him. But, as with all losses, it gave us the opportunity for a new beginning. We welcomed Ryan Riccio as our new Tax Assessor, and he is doing admirable job in Toms’ stead.

We welcomed 2 new members of council, Robert Torres, and Justin Jewell. We continue to have David Higgins, and Jeanine Gleba on council as they won their bids for

reelection. We are fortunate to have a good combination of experience, and new ideas with this group.

As I review the goals from last years Mayors Message, I see we accomplished many, but not all of the goals. We used a grant to replace lighting in the Municipal Building, and Library, and replace Air Conditioning units at the library, thus saving on energy. We entered into a shared service with the Washington Borough Public Schools for a Library Director, increasing our shared services. We attempted to make the pool profitable, and were not successful this year, but we came close. I am confident that our Recreation staff and volunteers will make that happen this year. We were unable to reduce our costs for garbage collection. Our debt load has decreased, and there has been no new debt. We will be able to reduce our reliance on Tax Anticipation Notes by half this year.

A forensic audit investigation is under way, after being approved through a ballot question. There has been controversy involved with this investigation, but it is going forward with its' integrity intact. I expect to have the results in a few months.

The end of 2011 brings with it the end of the Memorandum of Understanding with the State of NJ. This means we do not need state approval for hiring's, new spending, etc. It means that the State of NJ is confident in our financial condition.

The Recreation Committee will be dissolved, and replaced with a Recreation Commission. This will give them more autonomy over their finances, and programs. This should be the last step toward eliminating recreations dependence on taxpayer dollars, and bring them to self reliance.

Our former DPW garage, and its' associated land has been sold to the owner of Gibson's Gym. The land will be developed into a public parking area, with appropriate landscaping, as per our Downtown Redevelopment Plan. This will be done at no cost to the taxpayers, and will increase our revenue stream.

We have extended our contract for sewer plant operations with Veolia Water for 5 years. This gives us continuity with our operations, as well as confidence that we have a very reliable service provider, as Veolia constructed and operated this facility for us. Veolia will also be taking on some extra operations with this agreement.

I believe our goals going forward should be almost the same as last year's goals. We will continue looking for ways to save energy, and share services. We will look to ease the burden of debt on our taxpayers. We should look to restore the publics' confidence in us. We are doing the proper things! We are positioning ourselves for the future, as well as the present.

I would like to take this opportunity to thank the entire staff of The Borough of Washington for all their efforts towards improving our community. Without your dedication, none of these improvements would be possible. We don't show our appreciation often enough, but I hope this lets' you know that you are appreciated.

RESOLUTIONS:

Resolution #1-2012 – Temporary Budget

Resolution #1-2012 was moved on a motion made by Valentine, seconded by Torres and adopted.

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

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION # 1-2012

**A RESOLUTION PROVIDING FOR TEMPORARY
CURRENT FUND APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2012 Budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2012; and

WHEREAS, the total temporary appropriations in the 2012 budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$1,492,402.37; and

WHEREAS, 26.25% of the total appropriations in the 2011 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2011 Budget is the sum of \$1,687,383.34

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey do hereby make the following temporary appropriations per the attached:

TOTAL APPROPRIATIONS WITHIN 26.25% LIMITATION	\$1,492,402.37
TOTAL CAPITAL AND DEBT SERVICE	\$807,540.89
TOTAL ALL TEMPORARY APPROPRIATIONS:	\$2,299,943.26

Account Description	Temporary Budget
CURRENT FUND	
GENERAL ADMIN SW	27,469.75

GENERAL ADMIN OE	7,414.75
MAYOR & COUNCIL	
Part Time	3,625.00
MAYOR & COUNCIL	
OE	1,766.25
CLERK SW	19,093.25
CLERK OE	3,412.50
FINANCIAL ADMIN SW	23,667.00
FINANCIAL ADMIN OE	3,801.25
AUDIT SERVICES	6,495.00
TAX COLLECTION SW	20,355.75
TAX COLLECTION OE	1,467.50
TAX ASSESSMENT	
SW	9,222.13
TAX ASSESSMENT OE	5,737.50
LEGAL OE	17,250.00
ENGINEERING	12,500.00
DOWNTOWN REDEV	
OE	-
PLANNING BOARD	931.90
PLANNING BOARD OE	2,534.33
BOARD OF	367.50
BOARD OF ADJ OE	1,390.84
LOCAL CODE ENF SW	6,030.00
LOCAL CODE ENF OE	468.75
P.E.O.S.H.A	-
LIABILITY INSURANCE	227,000.00
	-
GROUP HEALTH	
INSURANCE	63,750.00
UNEMPLOYMENT	
INSURANCE	6,225.00
POLICE DEPT OE	557,347.99

EMERGENCY MGMT SW	753.75
EMERGENCY MGMT OE	250.00
FIRE & SAFETY CODE ENF SW	4,930.38
FIRE & SAFETY CODE ENF OE	1,150.00
FIRE HYDRANTS	17,250.00
	-
STREETS & ROADS SW	94,208.25
STREETS & ROADS OE	32,249.50
SOLID WASTE COLLECTION	66,250.00
BUILDINGS & GROUNDS SW	3,020.81
BUILDINGS & GROUNDS OE	7,548.75
SHADE TREE COMMISSION SW	233.50
SHADE TREE COMMISSION OE	4,371.25
ANIMAL CONTROL	2,514.49
RECREATION SW -	10,334.50
MUNICIPAL LIBRARY OE	48,165.75
ELECTRICITY	14,750.00
TRAFFIC LIGHTS OE	20,375.00
TRAFFIC LIGHTS Street Lighting	500.00
TELEPHONE WATER	7,500.00

	3,750.00
NATURAL GAS	8,750.00
GASOLINE & DIESEL	3,250.00
SOLID WASTE DISPOSAL	43,350.00
CONTINGENT	-
SOCIAL SECURITY	22,130.01
Municipal Alliance - Local Share	1,958.00
MUNICIPAL COURT OE	42,034.50
PUBLIC DEFENDER -	1,500.00
BOND PRINCIPAL PAYMENT OF BAN & CAPITAL NOTES	320,000.00 82,270.00
TAX ANTICIPATION NOTES - INTEREST	39,888.89
INTEREST ON BONDS	276,100.00
INTEREST ON NOTES GREEN TRUST LOAN PRIN & INTEREST	49,482.00 39,800.00
Total	2,299,943.26

Resolution #2-2012 – Temporary Budget for Municipal Sewer Utility

Resolution #2-2012 was moved on a motion made by Valentine, seconded Torres

by and adopted.

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

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION #2-2012

**A RESOLUTION PROVIDING FOR TEMPORARY SEWER UTILITY
APPROPRIATIONS**

WHEREAS, N.J.S.A. 40A: 4-19 provides that where any contract, commitment or payments are to be made prior to the final adoption of the 2012 Budget, temporary appropriations should be made for the purpose and amount required in the manner and time therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January, 2012; and

WHEREAS, the total temporary appropriations in the 2012 sewer utility budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$232,295.00; and

WHEREAS, 26.25% of the total appropriations in the 2011 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2011 Budget is the sum of \$252,612.93

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey do hereby make the following temporary appropriations per the attached:

TEMPORARY APPROPRIATIONS – 2012 SEWER UTILITY

Operations:

Salary and Wages	\$30,000.00
Other Expenses	\$200,000.00
Social Security	\$2,295.00

**TOTAL APPROPRIATIONS WITHIN
26.25% LIMITATION: \$232,295.00**

Capital and Debt Service

Bonds Principal	\$80,000.00
Bonds Interest	\$24,000.00
Environmental Trust / Fund Principal and Interest	\$992,000.00

TOTAL CAPITAL AND DEBT SERVICE: \$1,096,000.00

TOTAL ALL TEMPORARY APPROPRIATIONS: \$1,328,295.00

Resolution #3-2012 Establishing a Cash Management Plan and Naming Official Depositories

Resolution #3-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Roll Call:

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

3-2012

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

WHEREAS, NJSA 40A: 5-14 mandates that a Governing body of a municipal corporation shall, by resolution passed by a majority vote of the full membership thereof, designate as a depository for its monies a bank or trust company having its place of business in the state and organized under the laws of the United States or this state; and

WHEREAS, 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, 2012 through December 31, 2012.

**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
- 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
Wells Fargo
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, 2012 through December 31, 2012. 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 #4-2012 – Tax Interest Rates

Resolution #4-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 4-2012

INTEREST RATES- TAXES

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

WHEREAS, municipal charges; namely taxes are payable in quarterly installments on **February 1st, May 1st, August 1st and November 1st** 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 (10th) day of the month in which taxes are due, 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 taxes for the Calendar Year of 2011.

Resolution #5-2012 – Sewer Interest Rates

Resolution #5-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION #5-2012

SEWER INTEREST RATES

WHEREAS, municipal charges, namely sewer are payable in monthly installments due on the 10th 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 (45th) 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 2011.

Resolution #6-2012 – Municipal Attorney

Resolution # 6-2012 was moved on a motion made by Valentine, seconded by Gleba and adopted.

Council concurred the Municipal Attorney will attend one meeting a month.

Ayes: 6 Nays: 0
Abstentions: 1 (Boyle)
Motion Carried

RESOLUTION 6-2012
AUTHORIZING 2012 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 as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Gebhardt & Kiefer has submitted a proposal dated October 17, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Gebhardt & Kiefer has completed and submitted a Business Entity Disclosure Certification which certifies that Gebhardt & Kiefer has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Gebhardt & Kiefer from making any reportable contributions through the term of the contract, and

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

2-01-20-155-000-027

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 the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; 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 #7-2012 Municipal Public Defender

Resolution #7-2012 was moved on a motion made by Gleba, seconded by Boyle and adopted.

Ayes: 6 Nays: 0
Abstentions: 1 (Higgins)
Motion Carried

RESOLUTION 7-2012
AUTHORIZING 2012 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 Municipal Public Defender as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Winegar, Wilhelm, Glynn & Roemersma has submitted a proposal dated October 4, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Winegar, Wilhelm, Glynn & Roemersma has completed and submitted a Business Entity Disclosure Certification which certifies that Winegar, Wilhelm, Glynn & Roemersma has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Winegar, Wilhelm, Glynn & Roemersma from making any reportable contributions through the term of the contract, and

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

2-01-43-495-000-027

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 the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; 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 #8-2012 – Municipal Auditor

Resolution #8-2012 was moved on a motion made by Higgins, seconded by Boyle and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried.

RESOLUTION 8-2012
AUTHORIZING 2012 PROFESSIONAL SERVICES CONTRACT WITH
FERRAIOLI, 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 Municipal Auditor as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Ferraioli, Wielkocz, Cerullo & Cuva has submitted a proposal dated October 12, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Ferraioli, Wielkotz, Cerullo & Cuva has completed and submitted a Business Entity Disclosure Certification which certifies that Ferraioli, Wielkotz, Cerullo & Cuva has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Ferraioli, Wielkotz, Cerullo & Cuva from making any reportable contributions through the term of the contract, and

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

2-01-20-135-000-028

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; 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 Ferraioli, Wielkotz, Cerullo & Cuva.

Resolution 9-#2012 – Establishing Meetings for the Year of 2012

Resolution #9-2012 was moved on a motion made by Torres, seconded by Higgins and adopted.

Council meetings will begin at 7:00 p.m.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 9-2011

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 2012 REGULAR MEETINGS

BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY

Council Chambers 7:00 pm

REGULAR MEETINGS:

January 3, 2012	July 3, 2012
January 17, 2012	July 17, 2012
February 7, 2012	August 7, 2012
February 21, 2012	August 21, 2012
March 6, 2012	September 4, 2012
March 20, 2012	September 18, 2012
April 3, 2012	October 2, 2012
April 17, 2012	October 16, 2012

May 1, 2012	November 7, 2012 **
May 15, 2012	November 20, 2012
June 6, 2012 **	December 4, 2012
June 19, 2012	December 18, 2012

Official Action May be Taken

** Wednesday Meeting

ORGANIZATIONAL MEETING: January 2, 2013**

Any business that requires Council consideration and action at a particular meeting must be in the Borough Manager's or the Borough Clerk's office no later than the close of business on Thursday preceding the meeting date.

Resolution #10-2012– Planning Board – Class III Member (Council Member)

Resolution #10-2012 was moved on a motion made by Higgins, seconded by Boyle and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 10-2012

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, 2013.**

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

Appointment by Mayor #11-2012 – Planning Board – Class II Member (Employee Member)

Motion to nominate Mayor's appointment was made by Higgins, seconded by Boyle and adopted.

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

APPOINTMENT 11-2012

PLANNING BOARD – EMPLOYEE MEMBER

CLASS II MEMBER

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

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

BE IT RESOLVED, that a Borough Official, **Class II Member** hereby is appointed to serve.

Mike Stone

Term to expire on **January 1, 2013.**

The above Declaration was an appointment made by the Mayor.

Resolution #12-2012 – Business Improvement District – Council Board Member.

Resolution #12-2012 was moved on a motion made by Boyle, seconded by Valentine and adopted.

Ayes: 7, Nays: 0
Abstentions: 0
Motion Carried.

RESOLUTION 12-2012

**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 **1/01/2013**

Jeanine Gleba

Name

Resolution #13-2012 – Resolution to Join (Renew) Membership in the Statewide Insurance Fund and Designating the Borough Manager as the Statewide Insurance Fund Commissioner for the Year 2012 and the Borough Clerk as Alternate Insurance Fund Commissioner.

Resolution #13-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

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

13-2012

STATEWIDE INSURANCE FUND

RESOLUTION TO JOIN (RENEW) THE FUND

WHEREAS, a number of local units have joined together to form the Statewide Insurance Fund ("FUND"), a joint insurance fund, as permitted by N.J.S.A. 40A:10-36, *et seq.*; and

WHEREAS, The Borough of Washington ("LOCAL UNIT") has complied with relevant law with regard to the acquisition of insurance; and

WHEREAS, the statutes and regulations governing the creation and operation of joint insurance funds contain elaborate restrictions and safeguards concerning the safe and efficient administration of such funds; and

WHEREAS, the LOCAL UNIT has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

WHEREAS, the LOCAL UNIT agrees to be a member of the FUND for a period of three (3) years, effective from **January 1, 2012** terminating on **January 1, 2015** at 12:01 a.m. standard time; and

WHEREAS, the LOCAL UNIT has never defaulted on claims, if self-insured, and has not been canceled for non-payment of insurance premiums for two (2) years prior to the date of this Resolution.

NOW, THEREFORE, BE IT RESOLVED that the LOCAL UNIT does hereby agree to join the Statewide Insurance Fund; and

BE IT FURTHER RESOLVED that to the extent required by law, the Local Unit shall provide notice of the Indemnity and Trust Agreement to the Office of the State Comptroller; and

BE IT FURTHER RESOLVED that the LOCAL UNIT will be afforded the following coverage(s) as marked "Yes":

	<u>YES</u>	<u>NO</u>
Workers' Compensation & Employer's Liability	x	
<i>Liability, Property, Crime-Faithful Performance and Fidelity,</i>	x	
<i>Inland Marine, Boiler and Machinery, Comprehensive General</i>	x	
<i>Liability, Auto Liability, Auto Physical Damages</i>	x	
<i>and Professional Liability</i>		
<i>Pollution Liability</i>	x	

BE IT FURTHER RESOLVED that Richard Phelan Borough Manager is hereby appointed as the LOCAL UNIT's Fund Commissioner and Kristine Blanchard Borough Clerk is hereby appointed alternate fund commissioner and is authorized to execute the application for membership and the accompanying certification on behalf of the LOCAL UNIT; and

BE IT FURTHER RESOLVED that the LOCAL UNIT's Fund Commissioner is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying the membership in the FUND as required by the FUND's Bylaws and to deliver same to the Administrator of the FUND with the express reservation that said documents shall become effective only upon the LOCAL UNIT's admissions to the FUND following approval of the FUND by the New Jersey Department of Banking and Insurance.

Resolution #14-2012 – Appointing Risk Manager Consultant for the Year 2012

Resolution #14-2012 was moved on a motion made by Higgins, seconded by Boyle and adopted.

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

RESOLUTION 14-2012

APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, the Borough of Washington (hereinafter “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 Local Unit has complied with relevant law with regard to the appointment of a Risk management Consultant; 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 “Local Unit”, in the County of Hunterdon and State of New Jersey, as follows:

1. The Borough of Washington hereby appoints Wayne Dietz of D & H Alternative Risk Solutions its local Risk Management Consultant.
2. The Borough Manager and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant’s Agreement for the year 2012 in the form attached hereto.

Resolution #15-2012 Authorizing the Tax Assessor & Legal Counsel to prosecute tax appeals before the Warren County Board of Taxation

Resolution #15-2012 was moved by Valentine, seconded by Torres and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

**RESOLUTION AUTHORIZING 2012 PROFESSIONAL SERVICES CONTRACT
WITH RICHARD CONLEY FOR TAX APPEAL ATTORNEY SERVICES**

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Tax Appeal Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Richard M. Conley, LLC has submitted a proposal dated October 13, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Richard M. Conley, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that Richard M. Conley, LLC has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit Richard M. Conley, LLC from making any reportable contributions through the term of the contract, 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, LLC.

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; 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, LLC.

Resolution #16-2012 -- Appointment of Municipal Bond Attorney

Resolution #16-2012 was moved on a motion made by Valentine, seconded by

Gleba and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 16-2012
AUTHORIZING 2012 PROFESSIONAL SERVICES CONTRACT WITH GIBBONS,
P.C. FOR MUNICIPAL BOND ATTORNEY SERVICES

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Bond Attorney as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Gibbons, P.C. has submitted a proposal dated October 7, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Gibbons, P.C. has completed and submitted a Business Entity Disclosure Certification which certifies that Gibbons, P.C. has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Gibbons, P.C. from making any reportable contributions through the term of the contract, 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, P.C.

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; 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, P.C.

Resolution #17-2012 – Resolution Authorizing a Petty Cash Fund

Resolution #17-2012 was moved by Higgins, seconded by Torres and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION #17-2012

**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 3rd day of January, 2012, 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 #18-2012 – Appointment of Municipal Engineer

Resolution #18-2012 was moved on a motion made by Valentine, seconded by Torres and adopted.

Councilwoman Gleba noted that this is a managerial appointment and he is starting his second year of a three year term.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 18-2012
AUTHORIZING 2012 PROFESSIONAL SERVICES CONTRACT WITH
SUBURBAN CONSULTING ENGINEERS FOR MUNICIPAL ENGINEERING
SERVICES

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Suburban Consulting Engineers has submitted a proposal dated August 30, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Suburban Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Suburban Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Suburban Consulting Engineers from making any reportable contributions through the term of the contract, and

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

2-01-20-165-000-028

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

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

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

Resolution #19-2012 – Appointment of Municipal Wastewater Engineer

Resolution #19-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

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

RESOLUTION 19-2012
AUTHORIZING 2012 PROFESSIONAL SERVICES CONTRACT WITH
SUBURBAN CONSULTING ENGINEERS FOR MUNICIPAL WASTE WATER
ENGINEERING SERVICES

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a Municipal Waste Water Engineer as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5 as appropriate; and

WHEREAS, the Purchasing Agent has certified that the costs of this contract may or will exceed \$17,500; and

WHEREAS, the anticipated term of this contract is 1 year; and

WHEREAS, Suburban Consulting Engineers has submitted a proposal dated August 30, 2011 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2012; and

WHEREAS, Suburban Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Suburban Consulting Engineers has not made any reportable contributions to a political or candidate committee in the Borough of Washington in the previous one year, and that the contract will prohibit the Suburban Consulting Engineers from making any reportable contributions through the term of the contract, and

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

2-05-55-502-000-028

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

BE IT FURTHER RESOLVED that the Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution; and

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

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

Resolution #20-2012 – Re-Appointment of the Planning Board Class IV Member – Andrew Turner

Resolution #20-2012 was moved on a motion made by Valentine, seconded by Higgins and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 20-2012

RE-APPOINTMENT 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, 2015

Andrew Turner
Name

Resolution #21-2012 – Re-Appointment of the Planning Board Class IV Member – Marianne Van Deursen

Resolution #21-2012 was moved on a motion made by Valentine, seconded by Higgins and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 21-2012

RE-APPOINTMENT 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, 2015

Marianne Van Deursen
Name

Resolution #22-2012 – Re-Appointment to the Board of Adjustment – Lawrence Durfee

Resolution #22-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 22-2012

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 **12/31/2015**.

Lawrence Durfee

Resolution #23-2012 – Re-Appointment to the Board of Adjustment – Don Eller

Resolution #23-2012 was moved on a motion made by Boyle, seconded by Jewell and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 23-2012

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 **12/31/2015**.

Don Eller

Resolution #24-2012 – Re-Appointment Municipal Alliance Coordinator – Dorothy Repsher

Resolution #24-2012 was moved on a motion made by Higgins, seconded by Boyle and adopted.

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

RESOLUTION 24-2012

RE-APPOINTMENT OF MUNICIPAL ALLIANCE COORDINATOR

BE IT RESOLVED, by the Mayor and Council of the Borough of Washington that Dorothy Repsher be and hereby is appointed the Municipal Alliance Coordinator for a term of five years ending December 31, 2016.

Resolution #25-2012 – Recreation Commission Appointments –

1. Jessica Olmos
2. Jess Haines
3. Adam Zimmer
4. Tim Shanahan
5. Michael Nauchbaur
6. Victor Cioni
7. Melissa Homes

Resolution #25-2012 was moved on a motion made by Higgins, seconded by Valentine and adopted.

Ayes: 7 Nays: 0
Abstentions: 1 (Higgins for Tim Shanahan)
Motion Carried

RESOLUTION 25-2012

RECREATION COMMISSION APPOINTMENTS

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 (s) his appointees;

WHEREAS, The Council does approve of this appointment.

NOW, THEREFORE, BE IT RESOLVED, that the following named people are appointed to the Recreation Commission for the following staggered terms:

<u>Commissioners</u>	<u>Term Ending</u>
Jessica Olmos	12/31/2012
Jeff Haines	12/31/2012
Adam Zimmer	12/31/2013
Tim Shanahan	12/31/2013
Michael Nachbaur	12/31/2014
Victor Cioni	12/31/2015
Melissa Homes	12/31/2016

Resolution #26-2012 – Re-Appointment of Library Board of Trustee – Charlene Jones

Resolution #26-2012 was moved on a motion made by Jewell, seconded by Valentine and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION # 26-2012

**RESOLUTION APPOINTING A MEMBER TO THE
LIBRARY BOARD OF TRUSTEES**

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 of the Borough is to appoint the members of the Library Board of Trustees for Washington with the consent of the Borough Council; and

WHEREAS, the Mayor has designated the following person as his appointee; and

WHEREAS, the Council does approve of this appointment.

BE IT THEREFORE RESOLVED, that the following named person is appointed to the Library Board of Trustees, for a term ending 12/31/2016.

Charlene Jones

Resolution #27-2012 – Supporting a Fair School Funding Mechanism in the State of NJ

Resolution #27-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

Ayes: 7 Nays: 0
Abstentions: 0
Motion Carried

RESOLUTION 27-2012

Supporting a Fair School Funding Mechanism in the State of NJ

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

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

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

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

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

WHEREAS, Article VIII, Section I, Paragraph 7.a., of the New Jersey State Constitution states, “the income tax is to be “annually appropriated...exclusively for the

purpose of reducing or offsetting property taxes;” and

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

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

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

Resolution 28-2012 Appointment to Planning Board – Daniel Frascella

Resolution 28-2012 was moved on a motion made by Boyle, seconded by Higgins and adopted.

Ayes: 7, Nays: 0
Motion Carried

RESOLUTION 28-2012

Planning Board

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 is directed and authorized to appoint members of the Planning Board.

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

WHEREAS, The Council does approve of this appointment.

NOW, THEREFORE, BE IT RESOLVED, that the following named person is appointed to the Planning Board for a term ending **December 21 2015**.

Daniel Frascella

Reappointments for Council Subcommittees

1. Appointment of Recreation Commission Liaison (s) – Scott McDonald
2. Senior Services (Deputy Mayor) – Patrick Boyle
3. Website/Technology Committee – McDonald, Torres
4. Streets Committee – Boyle, Jewell
5. Codebook Review Committee – Torres, Gleba, Valentine
6. Sewer Committee – Higgins, Boyle, McDonald
7. Policy/Goals Committee – Valentine, Torres

AUDIENCE:

Mayor McDonald opened the audience portion of the meeting.

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

ORDINANCES:

1. Ordinance 1-2012 AN ORDINANCE ESTABLISHING RECREATION PROGRAM FEES (Introduction)

Motion made by Valentine, seconded by Boyle to introduce Ordinance 1-2012 and have the Clerk read by title.

Ayes: 7, Nays: 0
Motion Carried

The clerk read, “Ordinance 1-2012 Establishing Recreation Department Fees.”

Discussion: Councilman Torres stated there has been an interest from community members to offer a monthly pool membership. Mayor McDonald stated this is setting the ranges and not the fees directly. Mayor McDonald stated he can bring this up at the Recreation meeting tomorrow evening.

Mayor McDonald entertained a motion to approve Ordinance 1-2012 on first reading.

Motion made by Valentine, seconded by Gleba and approved.

Ayes: 7, Nays: 0
Motion Carried.

Public Hearing of Ordinance 1-2012 will be scheduled for February 7, 2012.

Motion made by Higgins, seconded Jewell to approve public hearing and advertising of Ordinance 1-2012.

Ayes: 7, Nays: 0
 Motion Carried

**AN ORDINANCE ESTABLISHING RECREATION
 DEPARTMENT PROGRAM FEES**

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

SECTION 1. The Borough of Washington Recreation Department (“Recreation Department”) is authorized to recommend fees for participation in its programs/events in accordance with the following schedule.

SECTION 2. The Recreation Director, or his/her designee, will schedule dates, times and locations for the following programs/events. The fee for participation in the program/event for each registrant shall be within the following parameters:

Recreation Program/Event		Minimum	Maximum
Fees Apply for all Boro Administered Programs up to and including the 2nd child (50% for 3rd child and no fee for 4th child and beyond)			
Girl's Softball: 2nd Grade thru 8th Grade			
	ALL	\$35	\$100
Karate/Self-Defense - Ages 5 thru 12			
	ALL	\$35	\$100
Easter Egg Hunt: Ages 3 to 6th Grade	No Charge		
Swim Team: Ages 5 to 18 Team Member	Must also be member of the pool	\$50	\$100
Swim Lessons: Ages 3 and Up	Must be 42 inches in height		
	ALL	\$40	\$100
	Private Lessons	\$60	\$100

Pool Fees			
Membership (All memberships half price after August 1 st)			
	Individual (Boro Resident)	\$75	\$125
	Individual (Non-Boro)	\$75	\$125
	Family (Boro Residents)	\$150	\$300
	Family(Non-Boro)	\$150	\$300
	Senior Citizens (ALL)	\$0	\$50
Trial Membership – 4 Days (for up to family)	Expires 7/1 each year	\$0	\$40
Trial fee may be applied to membership			
Daily			
	Adult	\$6	\$10
	Child (4 to 17 years old)	\$4	\$8
	Child (up to 3 years old)	\$0	\$0
	Senior	\$0	\$8
	Twilight (after 6pm)	All Twilight	\$3 \$6
Teen Pool Party			
		\$3	\$10
Water Aerobics			
		\$10	\$40
Soccer: Kindergarten to 8th Grade			
	Age 5	\$35	\$50
	Ages 6 & 7	\$35	\$100
	Ages 8 and up	\$45	\$100
Field Hockey: 2nd to 6th Grade			
	ALL	\$35	\$100
Men's Basketball			
	Team Sponsor	\$200	\$600
	Individual Participant	\$40	\$75
Movies in the Park			
	No Charge		
Youth Basketball: K thru 2nd Grade (Clinic)			
	Clinic only	\$30	\$60
	3 rd Grade thru 8 th Grade	\$40	\$100
Street Hockey: Kindergarten to 8th Grade			
	ALL	\$35	\$100
Usage Fee – Field/Game Day (Field Fee Included in Registration Fee for all Boro Administered Programs)			
	Daily Fee	\$45	\$500

Field Fee Based on Field Maint/Prep			
Lighting at Park	Per Hour	\$15/hr	\$55/hr
Sport Clinic Programs		\$35	\$100
Party Rental (Pool Hours)	Members		
	Non-Members		
Party Rental (After Hours)	50 People	200	300
	51-100 People	300	400
	Over 100 People	400	500
Pavilion/Tent Rental		\$25	\$100
Summer Recreation Programs		\$50	\$1000
Special Events		\$5	\$1000
5K Run/Walk		\$5	\$60

SECTION 3. By no later than March first of each year the Recreation Director shall evaluate the costs and expenses for operating each Program/Event and make a recommendation to the Mayor and Council and Manager as to the amount to be charged for participation in the Program/Events presented by the Recreation Department, which shall be within the range of fees established by this ordinance. The Borough Council shall review the Recreation Program/Event Fee recommendations made by the Recreation Director in order to establish the current year Recreation Program Fee Schedule, which shall be adopted by the Mayor and Council via resolution annually.

SECTION 4. All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

SECTION 5. This ordinance shall take effect immediately after final passage, approval and publication of notice thereof as required by law.

VOUCHERS:

Mayor McDonald entertained a motion to approve the claims and vouchers in the amount of \$ 47,177.34.

Motion made by Higgins, seconded by Jewell.

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

Ayes: 7, Nays: 0

Abstain: Jewell – Fire, EMS, Higgins - Fire

COUNCIL REMARKS:

Councilman Jewell – Wished everyone a Happy New Year

Councilman Torres – Wished everyone a Happy New Year

Councilwoman Gleba – Thanked all of the employees for their hard work during the year.

Councilman Boyle – Thanked the employees and the DPW Department for their hard work after the October storm with the brush and branch pickup.

Councilman Higgins – Thanked all of the employees as well.

Councilman Valentine – Wished everyone a Happy New Year and is looking forward to working with everyone.

Mayor McDonald – Wished everyone a Happy New Year.

ADJOURNMENT:

Hearing no further business to come before Council, it was moved by Boyle, seconded by Higgins that the meeting be adjourned at 8:05 p.m.

Ayes: 7 Nays: 0

Abstentions: 0

Motion carried.

Scott McDonald, Mayor

Kristine Blanchard, RMC Borough Clerk

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – January 17, 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: Torres, Higgins, Valentine, McDonald, Jewell, Gleba
Boyle – Absent

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

Mayor McDonald led everyone in the flag salute.

Mayor McDonald read the following Statement into the Record:

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

CORRESPONDENCE:

Washington Fire Department Annual Report

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

Ayes: 4, Nays: 0
Abstain: 2 (Jewell, Higgins)
Motion Carried

MINUTES:

Mayor McDonald entertained a motion to approve the minutes from December 6, 2011 Regular Meeting and December 6, 2011 Executive Session.

Motion made by Higgins, seconded by Torres and adopted.

Ayes: 3, Nays: 0
Abstain: 3 (Jewell, Valentine, McDonald)
Motion Carried

AUDIENCE:

Mayor McDonald opened up the audience portion of the meeting.

Hearing no comments from the public; motion made by Higgins, seconded by Jewell to close the audience portion.

Ayes: 6, Nays: 0
Motion Carried

ORDINANCES:

None

REPORTS:

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

1. Managers Report
2. Municipal Court Report
3. DPW Report
4. CFO Report
5. Tax Collector

Ayes: 6, Nays: 0
Motion Carried

Councilwoman Gleba motioned to have the CFO include the revenue year to date numbers on her monthly report. Manager Phelan stated this is a report run through Edmunds – there is no year to date option on those reports; however the year to date numbers are available on our website. There was no second to the motion.

COMMITTEE REPORTS:

Codebook Committee

Councilwoman Gleba noted the new books should be ready by the end of January. She stated that the Municipal Clerk has included an editorial analysis in the 2012 budget and the committee will continue to review the book and will make recommendations to Council. The plan is to re-codify in 2013. She also reported that Councilman Torres is the new chair of the

committee. The committee would also like to request that either the manager or clerk attend one of their meetings per month.

OLD BUSINESS:

None

NEW BUSINESS:

2012 Budget

Manager Phelan explained that in September of 2011, budget worksheets were sent to all departments. Once this information was received, the CFO and I began formulating the “draft” Current Fund and Sewer Utility budgets based on many factors, which include, but were not limited to the following: departmental budget requests, State Aid amounts, actual revenue received in 2011 vs. projected revenue in 2012, actual and projected expenditures in 2012, tax collection rate, debt Service, police department costs (shared service agreement.)

Manager Phelan stated that he is pleased to say that we will be presenting a sound and responsible budget to the Council in 2012. At this time, the only item still outstanding that we are waiting on would be the final costs of the Shared Service Agreement for Police Services. He has provided Council with two possible budget scenarios.

Preliminary Budget “A”

Manager Phelan stated this budget reflects all departmental requests as presented, and represents a \$7,201,124.08 budget, which is \$74,792.41 more than the 2011 budget. In this budget, the amount to be raised by taxation would be \$5,696,640.08, which equates to a 3.4 cent increase. On the average assessed home (\$145K), this would be a \$49.30 municipal tax increase for the 2012. He noted this budget meets all state mandated budget cap’s.

Manager Phelan noted for Council this includes a 4% increase for the Police Budget, which is a high estimate. Once the final Police numbers are received, the budget will be adjusted accordingly.

Preliminary Budget “B”

Manager Phelan explained this scenario reflects an administrative-recommended budget, and represents a \$7,121,286.08 budget, which is \$5,108.59 less from the 2011 budget. In this budget, the amount to be raised by taxation would be \$5,616,802.08, which equates to a 1.2 cent increase. On the average assessed home (\$145K), this would be a \$17.40 municipal tax increase for the 2012. He stated this budget would meet all State-mandated budget cap’s.

Manager Phelan again noted this budget also includes a 4% increase for the Police Budget which will be adjusted accordingly once the final numbers are received.

Manager Phelan stated he is providing Council with summary sheets for both preliminary budgets. Once the Annual Financial Statement is completed, we will be preparing the actual budget document as provided by the State. This completed document, along with departmental worksheets will be provided to you at that time.

Councilwoman Gleba asked if the sewer budget information included the work on Gardner's Court. Manager Phelan stated no; that would be something we could consider bonding for. Councilwoman Gleba stated she will not approve any more bond ordinances.

Background Checks

Councilwoman Gleba explained to Council she has provided them with a draft copy of a background check ordinance. She stated she has worked with the Borough Manager on the Ordinance and this has also been reviewed by the Municipal Attorney. She stated that if this is something the Governing Body would like to move forward with; she will provide a copy to the Recreation Commission and the Police Chief for their review.

A brief discussion ensued regarding some of the contents of the ordinance. Motion made by Gleba, seconded by Valentine to move forward by having the Ordinance forwarded to the Police Chief, Recreation Commission, and the Codebook Committee. Ayes – 6, Nays: 0. Motion Carried.

Resolution 29-2012 Void and Replace Check

Resolution 29-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

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

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION # 29 -2012

A RESOLUTION TO AUTHORIZE STOP PAYMENT AND REPLACE CHECK

WHEREAS, check #37595 was issued August 31, 2011 on the Borough of Washington Payroll Account in the amount of \$247.85 and made payable to John D. Wiessler;

WHEREAS, the Finance Office received written notification advising that this check was lost and requesting the Borough to stop payment and reissue the check.

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Treasurer is authorized to stop payment and replace check #37595.

Resolution 30-2012 Release of Escrow – Humphrey

Resolution 30-2012 was moved on a motion made by Gleba, seconded by Torres and adopted.

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

Ayes; 6, Nays: 0
Motion Carried

RESOLUTION #30 -2012

**A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS FROM
DEBRA HUMPHREY ESCROW ACCOUNT HELD IN TRUST
BY THE BOROUGH OF WASHINGTON**

WHEREAS, Debra Humphrey, 71 Alvin Sloan Avenue, Washington, NJ 07882 has requested the return of the funds remaining in the escrow account #7760883277; and

WHEREAS, the Law Offices of Scholl, Whittlesley & Gruenberg, LLC has been paid in full, and there are no outstanding engineering invoices, it has been determined that the escrow account money can be released.

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

Resolution 31-2012 – Release of Escrow – Washington Community Solar

Resolution 31-2012 was moved on a motion made by Gleba, seconded by Torres and adopted.

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

Ayes: 6, Nays: 0
Motion Carried

RESOLUTION #31-2012

**A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS
FROM WASHINGTON COMMUNITY SOLAR, LLC (BID) ESCROW
ACCOUNT HELD IN TRUST BY THE BOROUGH OF WASHINGTON**

WHEREAS, Washington Community Solar, LLC of 17 Centerville Rd., Columbia, NJ 07832 has requested the return of the \$20,000.00 bid bond posted to secure execution and delivery of the Power Purchase Agreement; and

WHEREAS, Richard D. Phelan, Borough Manager, has determined that the bid bond 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 Washington Community Solar, LLC, for the actual balance in the Washington Community Solar, LLC (BID) escrow account.

Resolution 32-2012 Redemption of Tax Sale Certificate

Resolution 32-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

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

Ayes: 6, Nays: 0

Motion Carried

RESOLUTION #32-2012

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 December 15, 2011 to Zhaou Yu, 42 Huntington Rd, Basking Ridge, NJ 07920, in the amount of \$530.65 for taxes or other municipal liens assessed for the year 2010 in the name of Jacobs, Elizabeth M, as supposed owners, and in said assessment and sale were described as 147 West Washington Avenue, Block 100 Lot 34, which sale was evidenced by Certificate #11-00022; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 1-9-12 and before the right to redeem was cut off, as provided by law, Bank of America, claiming to have an interest in said lands, did redeem said lands claimed by Zhaou Yu by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$549.75, which is the amount necessary to redeem Tax Sale Certificate #11-00022.

NOW THEREFORE BE IT RESOLVED, on this 17th day of January, 2012 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Zhaoou Yu, , NJ 08865 in the **amount of \$549.75**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 100 Lot 34 from the tax office records.

Resolution 33-2012 Redemption of Tax Sale Certificate

Resolution 33-2012 was moved on a motion made by Higgins, seconded by Jewell and adopted.

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

Ayes: 6, Nays: 0

Motion Carried

RESOLUTION #33-2012

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 December 15, 2011 to Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865, in the amount of \$531.17 for taxes or other municipal liens assessed for the year 2010 in the name of Hackett, Robert G Theresa A Est, as supposed owners, and in said assessment and sale were described as 149 S Lincoln Avenue, Block 97.03 Lot 12, which sale was evidenced by Certificate #11-00021; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 1-9-12 and before the right to redeem was cut off, as provided by law, CoreLogic for JP Morgan Chase Bank, NA claiming to have an interest in said lands, did redeem said lands claimed by Arthur Frustaci by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$550.29, which is the amount necessary to redeem Tax Sale Certificate #11-00021.

NOW THEREFORE BE IT RESOLVED, on this 17th day of January, 2012 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865 in the **amount of \$550.29**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 97.03 Lot 12 from the tax office records.

VOUCHERS

Mayor McDonald entertained a motion to approve the vouchers and claims in the amount of \$ 1,467,987.10.

Motion made by Higgins, seconded by Gleba and approved.

Councilwoman Gleba asked about the CD's from the League of Municipalities convention. Councilman Torres stated he ordered a few he thought may interest all Council members.

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

Ayes: 6, Nays: 0

Abstain: 3 Higgins (Fire Department)

Jewell (EMS and Fire Department)

Gleba (Finelli Consulting)

RECAP

Manager Phelan will make the change to the Codebook Chair on the website. He will provide the Background Check Ordinance to the Recreation Commission, Police Chief, and Codebook Committee.

COUNCIL REMARKS:

Mayor McDonald stated the Land Preservation Committee is looking for a representative from Washington Borough; this is a two year term. Please let him know if you are interested. He also noted that our guests in the audience this evening are working on their Eagle Scout Merit Badge for Citizenship and Community.

Councilwoman Gleba asked if the tax sale information could be forwarded to her again. She also inquired about the interfund balances and year end balances. Manager Phelan stated this information is included in the Annual Financial Statement which is being worked on and is due on February 10. She also inquired about the status of the forensic audit. Manager Phelan stated that the auditors will present to Council when their findings are complete.

Councilman Jewell asked if snow removal in the downtown area could be placed on the next agenda.

Councilman Torres noted that in Governor Christie's speech he stated he will be working to reduce the size of government and government regulations.

Councilman Higgins asked if the Council will be scheduling workshops for the 2012 budget. Manager Phelan noted that it will be best to wait until after the first meeting in February when Council has a complete copy of the budget and the departmental worksheets. He also asked if the Executive Session will be moved to the next meeting due to the absence of Councilman Boyle. Council agreed.

Councilman Valentine thanked the Boy Scout Troop for attending tonight's Council meeting.

Hearing no further business motion made by Torres, seconded by Higgins to adjourn the meeting at 7:55 p.m.

Mayor Scott McDonald

Kristine Blanchard, RMC Borough Clerk

1-2012
AN ORDINANCE ESTABLISHING RECREATION
DEPARTMENT PROGRAM FEES

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

SECTION 1. The Borough of Washington Recreation Department (“Recreation Department) is authorized to recommend fees for participation in its programs/events in accordance with the following schedule.

SECTION 2. The Recreation Director, or his/her designee, will schedule dates, times and locations for the following programs/events. The fee for participation in the program/event for each registrant shall be within the following parameters:

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Trial fee may be applied to membership			
Daily			
Adult		\$6	\$10
Child (4 to 17 years old)		\$4	\$8
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Twilight (after 6pm)	All Twilight	\$3	\$6
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Water Aerobics		\$10	\$40
Soccer: Kindergarten to 8th Grade	Age 5	\$35	\$50
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	ALL	\$35	\$100
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Field Fee Based on Field Maint/Prep			
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Sport Clinic Programs		\$35	\$100
Party Rental (Pool Hours)	Members		
	Non-Members		
Party Rental (After Hours)	50 People	200	300
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Special Events		\$5	\$1000
5K Run/Walk		\$5	\$60

SECTION 3. By no later than March first of each year the Recreation Director shall evaluate the costs and expenses for operating each Program/Event and make a recommendation to the Mayor and Council and Manager as to the amount to be charged for participation in the Program/Events presented by the Recreation Department, which shall be within the range of fees established by this ordinance. The Borough Council shall review the Recreation Program/Event Fee recommendations made by the Recreation Director in order to establish the current year Recreation Program Fee Schedule, which shall be adopted by the Mayor and Council via resolution annually.

SECTION 4. All ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed as to such inconsistencies.

SECTION 5. This ordinance shall take effect immediately after final passage, approval and publication of notice hereof as required by law.

**BOROUGH OF WASHINGTON
WARREN COUNTY**

RESOLUTION # 40-2012

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

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

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

NOW, THEREFORE, BE IT RESOLVED by the members of the Borough of Washington of the Borough of Washington, in the County of Warren, State of New Jersey that Ordinance #1-2012 in accordance with Chapter 3, Article II, Section 15, Subsection E of the Code of the Borough of Washington and that this Ordinances shall take effect immediately upon final passage.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 7th day of February 2012.

Roll Call: Ayes:

 Nays:

 Abstentions:

Kristine Blanchard, RMC
Borough Clerk

RESOLUTION NO. 41-2012

**RESOLUTION MEMORIALIZING THE ESTABLISHMENT
OF RECREATION FEES FOR 2012**

WHEREAS, the Recreation Director, in consultation from the Recreation Commission, have provided the Mayor and Council with a proposed fee schedule Recreation programs and activities; and

WHEREAS, in that fees were reviewed to determine whether they are fair to the public and fairly reflect the reasonable cost of public facilities, taking into account such municipal expenses as wages and benefits, insurance, utility costs, maintenance and repair costs and other unpredictable costs incurred by the Borough to operate the Borough's recreational facilities; and

WHEREAS, the Mayor and Council have reviewed the attached fee schedule as proposed by the Recreation Director and Recreation Commission and wish to memorialize the approval of the 2012 fee schedule, a copy of which fee schedule is attached to this resolution and will be posted on the Borough website.

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

The 2012 Recreation Fee Schedule, in the form attached to this resolution, is hereby approved.

Recreation Program/Event		New Rate for All
Fees Apply for all Boro Administered Programs up to and including the 2nd child (50% for 3rd child and no fee for 4th child and beyond)		
Girl's Softball: 2nd Grade thru 8th Grade		
	ALL	\$60
Karate/Self-Defense - Ages 5 thru 12		
	ALL	\$50
Easter Egg Hunt: Ages 3 to 6th Grade	No Charge	\$0
Swim Team: Ages 5 to 18 Team Member	Must also be member of the pool	\$55
Swim Lessons: Ages 3 and Up	Must be 42 inches in height	
	ALL	\$65
	Private Lessons	\$85
Pool Fees		
Membership (All memberships half price after August 1 st)		
	Individual (Boro Resident)	\$110
	Individual (Non-Boro)	\$125
	Family (Boro Residents)	\$195
	Family(Non-Boro)	\$225
	Senior Citizens (ALL)	\$0
Trial Membership – 4 Days (for up to family)	Expires 7/1 each year	\$20
Trial fee will be applied to membership		
Daily		
Adult		\$8
Child (4 to 17 years old)		\$4
Child (up to 3 years old)		\$0
Senior		\$0
Twilight (after 6pm)	All Twilight	\$3
Teen Pool Party		\$5
Water Aerobics		\$30
Soccer: Kindergarten to 8th Grade	Age 5	\$35
	Ages 6 & 7	\$50
	Ages 8 and up	\$60
Field Hockey: 2nd to 6th Grade		

3 rd Grade thru 8 th Grade	ALL	\$60
Street Hockey: Kindergarten to 8th Grade		
	ALL	\$50
Usage Fee – Field/Game Day (Field Fee Included in Registration Fee for all Boro Administered Programs)	Daily Fee	\$45
Field Fee Based on Field Maint./Prep		
Lighting at Park	Per Hour	\$17/hour
Sport Clinic Programs		*Variable
		\$0
Party Rental (Pool Hours)	Members	\$0
	Non-Members	Daily Rate/person
Party Rental (After Hours)	50 People	225
	51-100 People	325
	Over 100 People	425
Pavilion/Tent Rental		\$25
Summer Recreation Programs		*Variable
Special Events		*Variable
5K Run/Walk		*Variable

*Variable denotes the rate is subject to the event/program size and complexity

2-2012
CALENDAR YEAR 2012
ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK
(N.J.S.A. 40A: 4-45.14)

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget up to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Washington in the County of Warren finds it advisable and necessary to increase its CY 2012 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 1 % increase in the budget for said year, amounting to \$ 31,809.04 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Township Council of the Bridgewater Township, in the County of Warren, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2012 budget year, the final appropriations of the Borough of Washington shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5 %, amounting to \$111,331.63, and that the CY 2012 municipal budget for the Borough of Washington be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.



MANAGERS WEEKLY REPORT
1/20/12

We met with representatives from the DEP this week to discuss the Borough's Waste Water Management Plan. They have provided guidance to us as it relates to new changes to the regulations, to which we will need to provide some additional documentation. Suburban Consulting Engineers will be providing a summary of the meeting which I will distribute to the Sewer Committee for their review and comment.

December 6, 2011			12/7/11 - Called BD and L/V/M. 12/20/11 - Spoke with BD and was advised that the person I need to speak with will be out of the Office until January. I will speak with them at that time. 1/4/12 - Spoke with BD and they will look into the costs and get back to me. 1/18/12 - To date, no response yet from BD.	No
December 20, 2011			12/21/11 - Letter mailed to SA and am awaiting a response. 1/4/12 - No response from Sutherland Associates. 1/17/12 - To date, no response from Sutherland Associates.	No
January 17, 2012				
	Amend records to have Councilman Torres listed a Chairperson of the Code Book Committee		1/18/12 - Amended	Yes
	Forward draft background check ordinance to the Code Book Committee, recreation Committee and the Chief of Police		1/18/11 - Forwarded to each party.	Yes



MANAGERS WEEKLY REPORT 1/27/12

Earlier this year, the Library presented a budget request in the amount of \$172K for their 2012 budget in order to run their operations. Subsequent to this, the State released the 2012 Library Aid numbers, which advised that the Borough is required to provide \$192K to the Library. With this in mind, there is approx. \$10k of costs that the Borough incurs each year so that the Library does not have to. This includes payroll processing, personnel-related items, financial oversight, financial software maintenance, annual audit, which the specifics are as follows:

- 2011 – Processed, reviewed and approved for legality 294 PO's
- 2010 – Processed, reviewed and approved for legality 270 PO's
- 2009 – Processed, reviewed and approved for legality 335 PO's
- Cost incurred by Borough for Auditor to include Library accounts in his annual review - \$2,000
- Cost to the Borough to have ADP print and process Library payroll checks each year - \$500
- Proportionate costs in the Borough Finance system - \$250
- Total costs for Borough employees who process, review, provided legal approval of purchase orders (1 Finance Employee, the CFO and myself) is \$5,000. This accounts for the employee salary, time, benefits, Social Security, etc...as well as the costs of materials needed (IE: toner, paper, checks, etc...) process all of the PO's.
- Total cost for Borough employee to maintain personnel records (IE: Sick/Personal/Vacation Time off compliance with Dept. of Labor, FMLA, Health Benefits Administration), as well as any other HR-related costs, which is \$2,000.
- The total cost to the Borough each year is approx. \$9750.

I am of the opinion since they only needed \$172K to operate, anything above that is a windfall. As such, I asked the Library Director to ask the Library Board would consider reimbursing us for their costs that we have been assuming for years. Therefore, even if they provide us with this reimbursement, they are still getting \$10K more than they told us they needed to operate the Library. To that end, on January 25th, I received the following e-mail:

Dear Mr. Phelan:

At our regularly scheduled Library Board Meeting on January 23, 2012, the Trustees discussed your proposal that the Washington Public Library pay for costs incurred by Washington Borough that have traditionally been absorbed through the Washington Borough budget. We agreed that as the Washington Public Library has never paid these costs in the past, these costs should continue to be paid through the Washington Borough budget and not charged to the Library.

Sincerely,

Josephine Noone

Library Board President, on behalf of the Trustees of the Washington Public Library

We will have the 2012 budget document completed by next week, and will promptly forward to Council. We will also be providing you with the departmental worksheets as well.

WASHINGTON TOWNSHIP POLICE
DEPARTMENT
MONTHLY REPORT
2011

ACTIVITY	DECEMBER
POLICE DISPATCHED INCIDENTS	2,602
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 31
	BOROUGH = 52
	OXFORD = 12
TOTAL CRIMINAL ARREST	TOWNSHIP = 12
	BOROUGH = 8
	OXFORD = 2
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 24
	BOROUGH = 11
	OXFORD = 1
MOTOR VEHICLE STOPS/COMPLAINTS	417
MOTOR VEHICLE SUMMONS	TOWNSHIP = 71
	BOROUGH = 63
	OXFORD = 26
CRIMES TO ANOTHER'S PROPERTY	45
CDS /ALCOHOL INCIDENTS	38
DOMESTIC/FAMILY ISSUES	51
ALARMS	35
EMS/FIRE CALL	101
OTHER TYPES	1,879
PATROL MILE (APPROX.)	19,862

WASHINGTON TOWNSHIP POLICE
DEPARTMENT
ANNUAL REPORT

2011

ACTIVITY	YEAR TOTAL
POLICE DISPATCHED INCIDENTS	34,649
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 567
	BOROUGH = 751
	OXFORD = 140
TOTAL CRIMINAL ARREST	TOWNSHIP = 187
	BOROUGH = 316
	OXFORD = 39
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 257
	BOROUGH = 177
	OXFORD = 42
MOTOR VEHICLE STOPS/COMPLAINTS	5,478
MOTOR VEHICLE SUMMONS	TOWNSHIP = 1,186
	BOROUGH = 1,596
	OXFORD = 418
CRIMES TO ANOTHER'S PROPERTY	686
CDS /ALCOHOL INCIDENTS	367
DOMESTIC/FAMILY ISSUES	944
ALARMS	639
EMS/FIRE CALL	1,304
OTHER TYPES	24,762
PATROL MILE (APPROX.)	222,987

Range of Accounts: 2-01-00-000-000 to 2-01-55-000-000-000
 Incl Blank Line Between Accounts: No 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)
 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		2,299,943.27	0.00	229,123.30	133,160.69	2,166,782.58	1,937,659.28	16
Final Non-Budgeted		0.00	0.00	0.00	0.00	0.00	0.00	0
Final Total		2,299,943.27	0.00	229,123.30	133,160.69	2,166,782.58	1,937,659.28	16

RESOLUTION #35-2012

A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS FROM THE ESTATE
OF DORIS HOFFMAN C/O NANCY NOEL, EXECUTRIX ESCROW ACCOUNT
HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, Nancy Noel, Executrix for the Estate of Doris Hoffman, of 469 Mountain View Road, Asbury, NJ 08802 has requested the return of the funds remaining in the escrow account #7760883178; and

WHEREAS, the Suburban Consulting Engineers, Finelli Consulting Engineers and Law Offices of Scholl, Whittlesley & Gruenberg, LLC have advised that they have been paid in full and there are no outstanding invoices, 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 the Estate of Doris Hoffman, c/o Nancy Noel, Executrix for the actual balance remaining in Acct. #7760883178.

The above resolution was moved by _____, seconded by _____, voted and carried this 7th day of February, 2012.

Roll Call:

Ayes: Nays:

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

cc: Barbara Van Why, Admin. Clerk

RESOLUTION #36-2012

A RESOLUTION AUTHORIZING THE RELEASE OF FUNDS FROM THE
PARK HILL APARTMENTS SITE PLAN ESCROW ACCOUNT
HELD IN TRUST BY THE BOROUGH OF WASHINGTON

WHEREAS, Susan C. Gieser, Esq., on behalf of her clients "Park Hill Apartments" has requested the return of the funds remaining the account "Park Hill Apartments Site Plan," Account #7200020919, to mailed in care of Susan C. Gieser, Esq., Senior Counsel of Waters, McPherson, McNeill, P.C. at 300 Lighting Way, P.O. Box 1560, Secaucus, NJ 07096;

WHEREAS, Suburban Consulting Engineers, Finelli Consulting Engineers, and Attorney Donald F. Scholl, Jr., have advised that they have been paid in full and there are no outstanding invoices, it has been determined that the escrow account monies can be released; and

WHEREAS, the As-Built plans were delivered to the Municipal Clerk on November 17, 2011 and a copy of the Deed Notice reflecting the required restrictions as recommended by NJDEP was received on November 18, 2011;

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 Park Hill Apartments Site Plan for the actual balance remaining in Account #7200020919.

The above resolution was moved by _____, seconded by _____, voted and carried this 7th day of February, 2012.

Roll Call:

Ayes: Nays:

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

cc: Barbara Van Why, Admin. Clerk

RESOLUTION #37-2012

RESOLUTION TO APPLY VETERAN DEDUCTION ALLOWED

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

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

<u>BLOCK</u>	<u>LOT</u>	<u>NAME OF OWNER/ PROPERTY LOCATION</u>	<u>EXPLANATION</u>	<u>AMOUNT</u>
98	29.01	Godfrey, Troy G 91 South Lincoln Avenue Washington, NJ 07882	Veteran's Deduction Allowed in 2011	250.00

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey that the Tax Collector apply the overpayment of \$250.00 from 2011 to the 1st quarter of 2012 taxes.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 7th day of February, 2012.

Roll Call: Ayes:

 Nays:

 Abstentions:

Kristine Blanchard, Borough Clerk/RMC

cc: Kay F. Stasyshan, Tax Collector
Block/Lot File
Godfrey

RESOLUTION #38-2012

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 December 15, 2011 to Zhaou Yu, 42 Huntington Rd, Basking Ridge, NJ 07920, in the amount of \$2,759.10 for taxes or other municipal liens assessed for the year 2010 in the name of United States of America USDA, as supposed owners, and in said assessment and sale were described as 97 N Lincoln Avenue, Block 16 Lot 11.01, which sale was evidenced by Certificate #11-00004; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 1-9-12 and before the right to redeem was cut off, as provided by law, USDA, claiming to have an interest in said lands, did redeem said lands claimed by Zhaou Yu by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$2,886.02, which is the amount necessary to redeem Tax Sale Certificate #11-00004.

NOW THEREFORE BE IT RESOLVED, on this 7th day of February, 2012 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Zhaou Yu, , NJ 08865 in the **amount of \$2,886.02.**

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 16 Lot 11.01 from the tax office records.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 7th day of February, 2012.

Roll Call: Ayes:

Nays:

Abstentions:

Kristine Blanchard, RMC
Borough Clerk

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

RESOLUTION #39-2012

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 December 15, 2011 to Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865, in the amount of \$183.97 for taxes or other municipal liens assessed for the year 2010 in the name of Piatt, Justin B & Lisa K, as supposed owners, and in said assessment and sale were described as 52 W Warren Street, Block 16.01 Lot 4, which sale was evidenced by Certificate #11-00005; and

WHEREAS, I, Kay F. Stasyshan, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 1-9-12 and before the right to redeem was cut off, as provided by law, USDA claiming to have an interest in said lands, did redeem said lands claimed by Arthur Frustaci by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$4,481.66, which is the amount necessary to redeem Tax Sale Certificate #11-00005.

NOW THEREFORE BE IT RESOLVED, on this 7th day of February, 2012 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Arthur Frustaci, 1178 Fifth Avenue, Alpha, NJ 08865 in the **amount of \$4,481.66**.

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 16.01 Lot 4 from the tax office records.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 7th day of February, 2012.

Roll Call: Ayes:

Nays:

Abstentions:

Kristine Blanchard, RMC
Borough Clerk

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

RESOLUTION # 42-2012

A RESOLUTION OF THE BOROUGH OF WASHINGTON'S AGREEMENT WITH THE NJDOT'S PROPOSED TRAFFIC REGULATION ORDER REGARDING HANDICAPPED PARALLEL PARKING SPACES ALONG WEST WASHINGTON AVENUE WITHIN WASHINGTON BOROUGH, COUNTY OF WARREN

WHEREAS, on or about December 14, 2010 the New Jersey of Department of Transportation (NJDOT) notified the Borough that several parking spaces along West Washington Avenue (Route 57) were not in compliance with the Americans with Disabilities Act (ADA) as required by NJDOT Traffic Regulations and;

WHEREAS, the Borough Engineer requested in correspondences dated April, 28, 2011 and August 26, 2011, that the NJDOT relocate a currently established ADA parking space, and;

WHEREAS, the owner of 131 West Washington Avenue requested, in a letter dated August 12, 2011, that a new ADA space be established in front of their home, and:

WHEREAS, the NJDOT, in a letter dated December 16, 2011, agreed to the relocation of the existing parking space, as well as the establishment of the new parking space, by way of a Traffic Regulation Order (TRO):

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, Warren County, New Jersey, agree with the promulgation of a revised TRO by the NJDOT for the designation of restricted ADA parking spaces to be used by persons who have been issued Special Vehicle Identification Cards by the Division of Motor Vehicles. No other persons shall be permitted to park in these areas. The limits of these designated parking areas to be indicated in this TRO are as follows:

DELETE

Route NJ 57 (W. Washington Ave.), North Side

Beginning 45' west of the westerly curb line of School Street and extending 20 feet westerly therefrom.

ADD

Route NJ 57 (W. Washington Ave.), North Side

Beginning 25' west of the westerly curb line of Belvidere Avenue and extending 20 feet westerly therefrom.

ADD

Route NJ 57 (W. Washington Ave.), North Side

Beginning 134' east of the easterly curb line of South Wandling Avenue

and extending 20 feet easterly
therefrom.

NOTICE

NOTICE IS HEREBY GIVEN that the aforesaid Resolution was passed at a meeting of the Borough Council of the Borough of Washington, County of Warren, and State of New Jersey held on February 7 2012 at a meeting of the Borough Council

Ayes:

Nays:

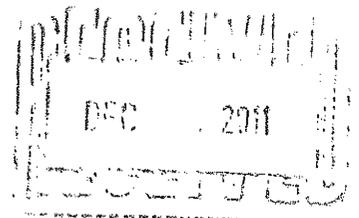
Kristine Blanchard, R.M.C.
Borough Clerk

CAW



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O.Box 600
TRENTON, NEW JERSEY 08625-0600



CHRIS CHRISTIE
Governor

JAMES S. SIMPSON
Commissioner

KIM GUADAGNO
Lt. Governor

Handicapped Parking
Route NJ 57
W. Washington Avenue
Washington Borough
Warren County

December 16, 2011

Joseph Weaver, P.E.
Suburban Consulting Engineers, Inc.
100 Valley Road, Suite 202
Mt. Arlington, New Jersey 07856

Dear Mr. Weaver

This is in reference to your letters of request to review Handicapped Parking locations along Route NJ 57, West Washington Avenue, in Washington Borough, Warren County.

Staff of the Bureau of Traffic Engineering (BTE) has completed their investigation. As the result of our field investigation and a review of NJDOT files approval can be recommended to make various changes at three locations along the above referenced roadway. In order to legally amend these Handicapped Parking regulations the New Jersey Department of Transportation (NJDOT) is required to promulgate a Traffic Regulation Order (TRO). The initial step in the TRO process is to receive a Resolution of concurrence from the municipal governing body. Municipal officials should now submit a certified adopted **Resolution** to read substantially as follows:

HANDICAPPED PARKING

Certain parts of State Highway Route NJ 57 described shall be designated as restricted parking for the use of persons who have been issued Special Vehicle Identification Cards by the Division of Motor Vehicles. No other person shall be permitted to park in these areas.

STREETS

<u>ADD</u>	<u>SIDE</u>	<u>LOCATION</u>
Route NJ 57(W. Washington St.)	North	Beginning 25 feet west of the westerly curb line of Belvidere Avenue and extending 20 feet westerly therefrom

DELETE:

Route NJ 57 (W Washington St)	North	Beginning 45 feet west of the westerly curb line of School Street and extending 20 feet therefrom
-------------------------------	-------	---

HANDICAPPED PARKING ON STREETS FOR PRIVATE RESIDENCES

In accordance with the provisions of N.J.S.A.39:4-197.6, the following on-street location is designated as handicapped parking space in front of private residence occupied by handicapped persons. Such space is for use by persons who have been issued special identification cards or plates by the Division of Motor Vehicles, or a temporary placard issued by the Chief of Police. No other person shall be permitted to park in this space.

<u>STREETS</u>	<u>SIDE</u>	<u>LOCATION</u>
131 Rt NJ 57 (W Washington St)	South	Beginning 134 feet east of the easterly curb line of South Wandling Avenue and extending 20 feet easterly therefrom

Upon receipt of the certified resolution we will proceed with promulgating the Traffic Regulation Order. Upon adoption of the TRO copies will be forwarded to municipal officials.

Please enclose a copy of this letter with any further correspondence concerning this matter in order to expedite the process. Should you have any questions please contact Traffic Investigator James Smith at (609) 530-2063.

Sincerely



Michael E. Mihalic
Supervisor Traffic Investigations
Bureau of Traffic Engineering

RESOLUTION #43-2012

**RESOLUTION TRANSFERRING RETAIL CONSUMPTION LICENSE
NUMBER #2121-33-005-004 JO-BO CORP T/A R-PLACE
TO PHILIP BLANCHE AND DEBORAH WALTON T/A PHILBERT'S PUB – A
PERSON TO PERSON AND PLACE TO PLACE TRANSFER**

WHEREAS, application has been made to the Borough Clerk, Kristine Blanchard, for the transfer of Liquor License #2121-33-005-004, presently held by JO-BO Corp t/a R-Place; and

WHEREAS, JO BO CORP, has submitted their consent to the transfer of Retail Consumption License #2121-33-005-004 to Philip Blanche and Deborah Walton; and

WHEREAS, in the case of a person-to-person transfer and place to place transfer, the transferor and transferee, do hereby affirm that the transferee is aware of all obligations outstanding to the New Jersey Alcoholic Beverage Manufacturers, wholesalers and distributors, and that either the transferee has assumed any such obligations or the obligations will have been or will be satisfied by the transferor out of the proceeds of the sale of the license business; and

WHEREAS, the necessary background investigations have been done by the Washington Township Police Department, both state and federal, have been received and are in order to proceed with the transfer of this Retail Consumption License; and

WHEREAS, the application for transfer is in order and the required newspaper publications have been submitted as further proof of compliance with Local Alcoholic Beverages Laws; and

WHEREAS, the necessary Zoning approvals have been received by the applicant for 101 B West Washington Avenue; and

THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Washington, Warren County, New Jersey do hereby consent and approve of this transfer of liquor license for a **Retail Consumption License #2121-33-005-004** presently held by JO BO CORP to Philip Blanche and Deborah Walton – Partners.



BOROUGH OF WASHINGTON

100 BELVIDERE AVENUE • WASHINGTON, NEW JERSEY 07882-1426

PHONE: (908) 689-3600

www.washingtonboro-nj.org

FAX: (908) 689-9485

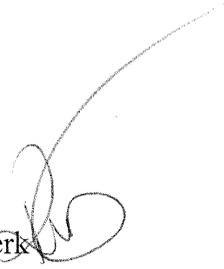
BOROUGH CLERK EXT. 113
CODE ENFORCEMENT EXT. 139
EMERGENCY MANAGEMENT EXT. 131
FINANCE EXT. 117
FIRE PREVENTION EXT. 142

A Council Manager Community

MANAGER EXT. 119
SEWER EXT. 116
TAX ASSESSOR EXT. 129
TAX COLLECTOR EXT. 117
ZONING EXT. 139

February 3, 2012

To: Mayor and Council

From: Kristine Blanchard, RMC Municipal Clerk 

Re: ABC Liquor License Transfer
Joseph Magyar (RBAR) to
Philip Blanche and Deborah Walton

All paperwork is in order regarding the above captioned liquor license transfer:

- The application has been received and processed by my office. All applications and additional information has been supplied to the State of NJ Division of ABC.
- All fees have been paid associated with the license transfer.
- The background check and fingerprinting has been conducted by the Washington Township Police.
- Zoning approval has been received (attached.)
- Publication of Intent to Transfer – advertised in the Star Gazette for two weeks as required by law.
- There have been no written objections filed in my office.

BOROUGH OF WASHINGTON

100 Belvidere Avenue
Washington, NJ 07882
www.washingtonboro-nj.org

ZONING OFFICE

Phone: 908-689-3600 x131

tbocko@washingtonboro-nj.org

fax: 908-689-9485

ZONING REVIEW

Applicant: Philip Blanche & Deborah Walton
Owner: 24-7 Properties
Location: 101 B West Washington Ave. (block 99, lot 11 & 12)
Zone: B-2 "Central Business District"
Date: 11/10/2011

Re: Tavern/ Pub with family game room

The applicant is proposing to renovate a portion of the interior of an existing building to create a tavern/pub with family game room. The prior use of this space was fabric/ textile sewing. There is approximately 1600 s.f. of space in unit "B", the subject space. The proposed architectural plan indicates a customer bar area, men's bathroom, women's bathroom, kitchen, and customer game room. The property is located in the Borough's Central Business District. Ordinance #8-2009 identified principal permitted uses in this zone. The use proposed is a permitted use and listed in the ordinance as item (xiv) "Accommodation and Food Services"; "establishments that serve alcoholic beverages".

In addition, the use is a "change of use" from fabric/textile sewing to a tavern/pub with game room. Building alterations which involve a change in use are not an "Exempt" site plan as per Section 94-5 "Definitions". However, section 94-30 B. provides for a site plan waiver to be considered by the Zoning Officer, in consultation with the Borough Manager and Engineer, in cases where he determines that there is no change in circulation, parking, drainage, relationship of building to each other, landscaping, buffering, lighting, or other considerations of site plan review by reason of the proposed interior alterations and use. Consideration has been given to parking as a result of the change. The parking standard as per Code is one (1) space per every 2 seats. The applicant is proposing 24 bar seats in the establishment resulting in 12 required parking spaces. These spaces are available with on street parking, on-site parking behind the main street building, and in the Borough public parking lot, very near to the business.

Site Plan waiver approval is granted for the proposed use "tavern/pub with game room", subject to all other governmental approvals and permits required to obtain a "Certificate of Occupancy".

Thomas A. Bocko 
Zoning Officer

RESOLUTION # 44-2012

**A RESOLUTION ESTABLISHING THE ELECTION OF MEMBERS OF THE
WASHINGTON BOROUGH BOARD OF EDUCATION AS THE FIRST
TUESDAY AFTER THE FIRST MONDAY IN NOVEMBER**

WHEREAS, P.L. 2011, c. 202 authorizes changing the election date of school board members from the third Tuesday in April to the first Tuesday after the first Monday in November (General Election); and

WHEREAS, Such action requires the adoption of a resolution by a school district or the municipality or municipalities constituting such district, as set forth in P.L. 2011, c. 202; and

WHEREAS, P.L. 2011, c. 202 requires that the change to a November election remain in effect for four years; and

WHEREAS, P.L. 2011, c. 202 eliminates the annual voter referendum on the proposed general fund tax levy (i.e. the base budget which is at or below the statutory tax levy cap) in school districts where board of education members are elected at the General election; and

WHEREAS, P.L. 2011, c. 202 requires that an additional general fund tax levy proposal (i.e., for an expenditure in excess of the tax levy cap) be presented to the voters as a separate question at the General Election; and

WHEREAS, the Borough of Washington Governing Body believes that the financial interest of its constituents is safeguarded by the state's tax levy cap and the through review of the proposed school budget by the Executive County Superintendent and the Executive County School Business Administrator; and

WHEREAS, the Borough of Washington Governing Body believes that more citizens will participate in the selection of school board members at the General Election than on the third Tuesday in April and that the higher level participation will foster a positive interest in our schools; and

WHEREAS, the Borough of Washington Governing Body is committed to the non-partisan status of school board membership and the non-partisan conduct of school elections, and believes this principle will not be compromised by conducting board members elections in November.

NOW, THEREFORE, BE IT RESOLVED, that, pursuant to P.L. 2011, c. 202 the Borough of Washington Governing Body changes the annual election date for the school board members from the third Tuesday in April to the November General Election beginning in 2012; and be it further

RESOLVED, that pursuant to P.L. 2011, c. 202 the annual organization meeting of the Washington Borough Board of Education will take place in the first week of January following the November General Election and that the Board of Education's next organization meeting will take place in the first week of January 2013; and be it further

RESOLVED, that pursuant to P.L. 2011, c. 202 members of the Washington Borough Board of Education whose terms would have expired by May 2012 will continue to serve in office until the January 2013 organization meeting; and be it further

RESOLVED, That this resolution be transmitted to the Warren County Clerk, the Warren County Board of Elections, the Washington Borough Municipal Clerk, the Washington Borough School Board Secretaries, the Department of State, Division of Elections, and the Division of Community Affairs, Division of Local Government Services.

Roll Call: Ayes:
 Nays:
 Abstentions:

Kristine Blanchard, R.M.C.
Borough Clerk

RESOLUTION # 45-2012

**A RESOLUTION ESTABLISHING THE ELECTION OF MEMBERS OF THE
WARREN HILLS REGIONAL BOARD OF EDUCATION AS THE FIRST
TUESDAY AFTER THE FIRST MONDAY IN NOVEMBER**

WHEREAS, P.L. 2011, c. 202 authorizes changing the election date of school board members from the third Tuesday in April to the first Tuesday after the first Monday in November (General Election); and

WHEREAS, Such action requires the adoption of a resolution by a school district or the municipality or municipalities constituting such district, as set forth in P.L. 2011, c. 202; and

WHEREAS, P.L. 2011, c. 202 requires that the change to a November election remain in effect for four years; and

WHEREAS, P.L.2011, c. 202 eliminates the annual voter referendum on the proposed general fund tax levy (i.e. the base budget which is at or below the statutory tax levy cap) in school districts where board of education members are elected at the General election; and

WHEREAS, P.L. 2011, c. 202 requires that an additional general fund tax levy proposal (i.e., for an expenditure in excess of the tax levy cap) be presented to the voters as a separate question at the General Election; and

WHEREAS, the Borough of Washington Governing Body believes that the financial interest of its constituents is safeguarded by the state's tax levy cap and the through review of the proposed school budget by the Executive County Superintendent and the Executive County School Business Administrator; and

WHEREAS, the Borough of Washington Governing Body believes that more citizens will participate in the selection of school board members at the General Election than on the third Tuesday in April and that the higher level participation will foster a positive interest in our schools; and

WHEREAS, the Borough of Washington Governing Body is committed to the non-partisan status of school board membership and the non-partisan conduct of school elections, and believes this principle will not be compromised by conducting board members elections in November.

NOW, THEREFORE, BE IT RESOLVED, that, pursuant to P.L. 2011, c. 202 the Borough of Washington Governing Body changes the annual election date for the school board members from the third Tuesday in April to the November General Election beginning in 2012; and be it further

RESOLVED, that pursuant to P.L. 2011, c. 202 the annual organization meeting of the Warren Hills Regional Board of Education will take place in the first week of January following the November General Election and that the Board of Education's next organization meeting will take place in the first week of January 2013; and be it further

RESOLVED, that pursuant to P.L 2011, c. 202 members of the Warren Hills Regional Board of Education whose terms would have expired by May 2012 will continue to serve in office until the January 2013 organization meeting; and be it further

RESOLVED, That this resolution be transmitted to the Warren County Clerk, the Warren County Board of Elections, the Washington Borough Municipal Clerk, the Washington Borough School Board Secretaries, the Department of State, Division of Elections, and the Division of Community Affairs, Division of Local Government Services.

Roll Call: Ayes:
 Nays:
 Abstentions:

Kristine Blanchard, R.M.C.
Borough Clerk

LFN 2012-3

January 25, 2012

Local Finance Notice

Chris Christie
Governor

Kim Guadagno
Lt. Governor

Richard E. Constable, III
Commissioner

Thomas H. Neff
Director

Contact Information

Director's Office

V. 609.292.6613

F. 609.292.9073

Local Government Research

V. 609.292.6110

F. 609.292.9073

Financial Regulation and Assistance

V. 609.292.4806

F. 609.984.7388

Local Finance Board

V. 609.292.0479

F. 609.633.6243

Local Management Services

V. 609.292.7842

F. 609.633.6243

Authority Regulation

V. 609.984.0132

F. 609.984.7388

Mail and Delivery

101 South Broad St.

PO Box 803

Trenton, New Jersey

08625-0803

Web: www.nj.gov/dca/lgs

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

Moving School Elections to the November General Election (P.L. 2012, c.202)

On Tuesday, January 17, Governor Christie signed into law Chapter 202 of the Laws of P.L. 2011 (A-4394/S-3148) establishing procedures for moving the date of a school district's annual school election from April to the General Election in November. Under the new law, districts that have their school board members elected in November no longer have to submit their budgets (that meet levy cap requirements) for voter approval. Only a school board decision to exceed the levy cap would have to receive voter approval, and that would be on the November ballot.

The change in election date can be made by the board of education itself, the municipality (or municipalities that are members of a regional board), or by citizen petition. To help school boards and municipal governing bodies decide whether or not they want to change the election, a Questions and Answers document has been prepared to help guide local decision making. As the document states, school boards and municipal governing bodies are advised to adopt resolutions to make the change and notify their County Clerks **no later than February 17**.

The passage of this law with bi-partisan support provides both taxpayer savings and increased voter participation in the process. We urge prompt consideration and quick action to take advantage of this new opportunity.

Richard E. Constable III
Acting Commissioner

Distribution

Municipal Clerks

Frequently Asked Questions
Regarding New School Election Law
(P.L. 2011, c. 202)

P.L. 2011, c. 202, signed into law on January 17, 2012, permits a board of education, a municipal governing body, or voters (by way of petition) to move the April annual school board election to the date of the November general election.

The following information is in response to inquiries received by various State agencies from school districts and municipalities regarding implementation of this statute.

Procedure to Move the Annual School Board Election to November

1. Q. Is this new law in effect for 2012?

A. Yes.

2. Q. What procedure is required for the school board (“board”) or municipal governing body (“governing body”)?

A. The law requires passage of a resolution by the applicable board or governing body.

The board or governing body is required to follow the requirements of the Open Public Meetings Act, (N.J.S.A. 10:4-1, et seq.) for such action, and should also follow the board’s or governing body’s existing procedures for passage of a resolution.

3. Q. Is there a standard format for a resolution to move the election to November?

A. A sample resolution is appended to this FAQ.

4. Q. In order to move the April 2012 school election to November 2012, what is the deadline for the passage of such resolution?

A. There is no set deadline in the new law, but reading the statute in context with the timelines already established in election law provides a compelling rationale for the board or governing body to approve a resolution no later than **February 17, 2012**, and immediately notify the county clerk. This would provide the appropriate time to avoid potentially unnecessary expenses related to preparing for an April election; and also provide due notice to any person interested in filing a nomination petition for an April election.

5. Q. What happens if only the board or the governing body, but not both, pass a resolution moving the school election to November?

A. Under the law, the board and governing body each have independent authority to pass the resolution to move the April school election to November.

It is not required that both the board and governing body agree on the change of the election date. A resolution to change the date from either government office is controlling.

6. Q. If a board or governing body passes the resolution, what other government offices should be notified?

- A. P.L. 2011, c. 202 requires notification to the applicable county clerk. It is also strongly recommended that a copy of the resolution be provided to the county board of election (and the county superintendent of elections, if there is one in the county); the applicable municipal clerk(s) and school board secretary or secretaries; the State Division of Elections; the Department of Education's Executive County Superintendent; and the Department of Community Affairs, Division of Local Government Services.

7. Q. In the case of a regional, merged, or consolidated school district, which entities have the authority to move the annual school election to November?

- A. Either the individual board or all of the district's constituent governing bodies can move the annual school election to November.

Also, in the case of a limited purpose regional school district, if all of the constituent elementary districts move their elections to November, the regional school district election automatically moves to November.

8. Q. If the election is moved to November, can it revert back to April at a later date?

- A. Yes, but once a school election is moved to November, no action can be taken (either by petition or resolution) to move the election back to April for four years.

9. Q. Does a move to a November election affect a school board's option to hold a special election, as is currently permitted by law four times a year at specified times?

- A. No, the four special school election dates (January, March, September and December) remain available. April is not an option.

November School Elections

10. Q. If a board or governing body moves the school election, what is on the ballot for a November election?

- A. At the November general election, the voters vote on the school board candidates and any proposed cap over-ride referendum. The election may also include a capital spending proposal. There is no vote on the annual school base budget within the levy cap.

11. Q. For the November election, what is the deadline for nomination petitions for school board candidates?

A. The deadline is the day of the June primary election.

12. Q. For April school elections, the school board secretary is the filing officer for nomination petitions. Who is the filing officer for November school elections?

A. The county clerk.

13. Q. For April school elections, the board rules on objections to nomination petitions. For the November election, who makes such decisions?

A. The county clerk.

14. Q. Is the November school election a partisan or non-partisan election?

A. Non-partisan.

15. Q. Where will the school board candidates be placed on the ballot?

A. The school election will be on a separate section of the ballot. The school board candidates will not be aligned with any political party or partisan candidates.

16. Q. Who has the authority to design the set-up of the ballot?

A. The county clerk designs the general election ballot. Under the new law, the clerk has the "authority to determine the specifications for, and the final arrangement of, the official ballots."

17. Q. In an April school election, the school board determines the hours of the election. What are the hours for the November election?

A. 6 a.m. to 8 p.m.

18. Q. If board members are elected in November, when does the board re-organize?

A. The first week of January.

19. Q. If a school election is moved to November, does that extend the expired term of office for the current board members?

A. Yes, their terms are extended until the January re-organization meeting.

20. Q. If the election is moved to November, thereby eliminating the vote on the annual base budget, is the board still required to hold public hearings on the budget as currently required by law?

A. Yes.

Fiscal Issues**21. Q. If the election is moved to November, will the school board incur any costs?**

- A. Unlike an April election, the school board will not incur base costs for the payment of board workers, voting machine transportation, overtime for county election personnel, rental of polling places, or other inherent costs of an election. These costs are already covered by either the state or the county as part of the existing November general election.

The new law states that a school board would be responsible for any increased costs incurred only by a county board of election if the school election moves to November. It is anticipated that such added costs would be minimal, if any. The new law provides that the board of education and the respective board of election can enter into an agreement regarding cost, pursuant to guidelines to be issued by the Secretary of State.

A school board also would not be responsible for ballot printing costs as it is the county clerk, not the county board of election, that has such responsibilities. Nor would a school board be responsible for any added costs incurred by a county superintendent of elections, if there is such office in the county.

Cap Over-ride Referendum**22. Q. If the November separate proposal (cap over-ride) is approved by the voters, does it affect the current budget or the subsequent budget?**

- A. A successful separate proposal (cap over-ride) is merged with the current budget and would allow the district to increase spending in the current budget year for the purpose cited in the voter-approved referendum.

School Elections Not Moving to November**23. Q. If a number of school elections are moved to November, will there be any added costs for those boards that continue with the April election?**

- A. It is possible that there is an increase in costs for districts maintaining April elections as a result of fewer school districts sharing in the overall costs of the April election.

24. Q. For boards that continue with an April school election and base-budget vote, will a separate proposal (cap over-ride referendum) still be on the April ballot?

- A. Yes.

RESOLUTION 46-2012

**A RESOLUTION PROVIDING FOR EMERGENCY TEMPORARY
APPROPRIATIONS FOR CURRENT FUND**

WHEREAS, a temporary budget in the amount of 26.25% of the total appropriations in the 2011 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance was adopted in January 2012; and

WHEREAS, if additional funds are not budgeted the public welfare will be adversely affected; and

WHEREAS, it is the recommendation of the Chief Financial Officer this emergency temporary appropriation be authorized

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Washington, County of Warren, New Jersey, that in accordance with N.J.S.A. 40A:4-20, an emergency temporary appropriation be and same is hereby made for in the amount of \$30,000.00 and that said emergency temporary appropriation shall be provided in full in the 2012 budget.

	CURRENT FUND
BOARD OF ADJUSTMENTS SW	600.00
FIRE DEPT OE	8,400.00
MUNICIPAL LIBRARY SW	20,000.00
CONTINGENT	-
DCRP	1,000.00
Total	\$30,000.00

Resolution 47-2012

RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WASHINGTON ESTABLISHING THREE YEAR AVERAGING METHOD IN COMPUTING THE RESERVE FOR UNCOLLECTED TAXES

WHEREAS, N.J.S.A. 40A:4-41(c) allows for the appropriation for Reserve for Uncollected Taxes to be calculated using the average of the tax collection rates in the last three preceding fiscal years, and

WHEREAS, the State of New Jersey, Division of Local Government Services requires a resolution by municipalities that desire to compute their Reserve for Uncollected Taxes under the alternative three year average method, and

WHEREAS, the actual percentages of tax collection for 2009, 2010 and 2011 were 94.78%, 95.95% and 94.91%, respectively and the average tax collection percentage over those three years is 95.21%;

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington in the County of Warren that it approves the utilization of the three year averaging method in computing the Borough's 2012 Reserve for Uncollected Taxes budget appropriation.

BE IT FURTHER RESOLVED that a certified copy of this resolution be filed with the Director of the Division of Local Government Services.

ROLL CALL:

VOTE:

AYES NAYS ABSTAIN ABSENT

RESOLUTION 48-2012

**RESOLUTION IN SUPPORT OF GRANT APPLICATION UNDER THE NEW
JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION'S 2012
RECREATIONAL TRAILS PROGRAM**

WHEREAS, the New Jersey Department of Environmental has announced that they are accepting applications for grant funding under the 2012 Recreational Trails Grant Program; and

WHEREAS, the Borough of Washington currently owns recreational lands that would be suitable for expansion under this program; and

WHEREAS, the Recreation Commission and Recreation Director has determined that if the Borough is the recipient of this grant the funds could be used in create a walking path at Railroad Ave. Park that would greatly benefit residents of the community.

NOW, THEREFORE BE IT RESOLVED, that the Borough Council of the Borough of Washington hereby endorse submitting an application under the above-referenced grant program.

BE IT FURTHER RESOLVED, that a certified copy of this be forwarded to the New Jersey Department of Environmental along with the grant application.



State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
NATURAL AND HISTORIC RESOURCES
MAILCODE 501-03A
PO Box 420
TRENTON, NJ 08625
(609)292-3541

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

BOB MARTIN
Commissioner

October 20, 2011

Dear Trails Partner:

Thanks to a partnership with the U.S. Department of Transportation, Federal Highway Administration funds are available from the Department of Environmental Protection's Green Acres Program to develop and maintain recreational trails and trail facilities. I am pleased to extend an invitation to federal, state, county and local governments, and nonprofit organizations to apply for these funds.

Attached you will find a two-page grant application and a six-page summary of permissible uses and projects, program requirements, and factors used to evaluate and select the projects for funding. **The deadline for submitting applications to the Green Acres Program is February 15, 2012. Applications postmarked after February 15 will be disqualified.**

We anticipate that this program, known as the Recreational Trails Program, will receive approximately \$1 million that we will distribute Statewide for trail related projects. Due to the limited funding, we anticipate that competition for these grants will be intense. We encourage you to review the guidance documents while considering your proposed projects.

Any questions should be directed to John Flynn of the Green Acres Program at 609-984-0628 or john.flynn@dep.state.nj.us. Additional information can be found at: www.trails.nj.gov.

Sincerely,

[original signed]

Amy Cradic
Assistant Commissioner
Natural and Historic Resources

**NEW JERSEY DEPARTMENT OF ENVIRONMENTAL PROTECTION
GREEN ACRES PROGRAM**

2012 RECREATIONAL TRAILS PROGRAM GRANT APPLICATION

1. Applicant:

Borough of Washington

2. Project Name:

Railroad Avenue Project

3. Applicant Type (check all that apply):

federal state county municipal non-profit

4. Cost:

Requested (max. for non-motorized is \$25,000):

\$25,000.00

Match of other funds:

\$

Match of fair market value of services:

\$5,000.00

Match of fair market value of supplies:

\$1,250.00

Total project cost:

\$31,250.00

Note: Total of all matches must be a Minimum 20% of the Total project cost.

5. Project Location:

Municipality

Washington Borough

County

Warren

Tax block/lot

14 / 74.01

U.S. Congressional District

5

6. Land classification (check all that apply):

public private with easement/lease private anticipating easement/lease

7. Project purpose (check all that apply):

Links to other trails/urban areas Maintenance of existing trails New trail in existing park or new right-of-way
 Providing disabled access Restoration of damaged areas Development of trail-side/trail-head facilities

8. Length of trail uses: Include all uses that apply with the length of trail miles affected, to the nearest 1/2 mile. DO NOT PUT IN "X" OR A "✓". Disabled Mobility would be trails suitable for wheelchairs, walking aids, etc. Disabled Sensory would be trails for sight or hearing impairments.

hiking bicycling equestrian activities fitness activities skating
 cross-country skiing disabled-mobility/sensory motorized recreation aquatic activity

9. Project description (describe purpose of the project, work to be performed, design and materials to be used, and ongoing maintenance of funded facilities and the trail once the project is completed Applicant must include statements on the presence of endangered and threatened species within the project area, and presence of sites on the National and State Registers of Historic Places. Use additional sheets if necessary.

See attached.

10. Project budget (indicate number, basis of cost, and cost of services, supplies, equipment and labor to be funded by a grant):

Grant funds will be used for supplies to create the trails. The soft trail surface will be mulch provided by local tree contractors. We have an extensive network in place now to supply mulch in our existing park system and will expand on it to provide this surface. Costs will be minimal. The running trail will be a gravel surface and supplied or donated from gravel companies in our local area. The hard surface trail will probably not be completed in this first phase grant. If funds remain from the clearing portion of this proposal the hard surface will be addressed.

The equipment and labor will be supplied by the Washington Borough Department of Public Works. The "in kind" matching funds of \$6,250.00 will be calculated on the equipment and salary/wages costs of the D.P.W. employees at \$118 per hour. Any volunteer services provided will be documented along the lines provided for D.P.W. employees and equipment.

11. Value of matching share (if labor, include wage rate or basis for salary; if supplies or equipment, list type and value):

53 hours would be the estimated amount of time contributed by the D.P.W. employees. Supplies and equipment would be provided by Washington Borough D.P.W.

12. Target dates for implementation:

construction start date

Fall 2012

completion date

Spring 2013

13. Permits required (list type of permit, administering agency, and if obtained, approval date):

Washington Borough will provide state and local permits prior to construction since it is property of Washington Borough.

14. Person and title having day-to-day responsibility for this application: name

Desmond Fitzgerald, Recreation Director

address

Washington Borough Hall
100 Belvidere Avenue
Washington, NJ 07882

telephone

(908) 689-3600 x136

e-mail

dfitzgerald@washingtonboro-nj.org

15. Organization's nine-digit federal employer identification number:

22-600-2375

16. Attachments:

- a. Map and/or other illustration(s) showing location and extent of proposed project.
- b. Proof that project site is permanently protected and open for public use. N/A Municipal Owned Property
- c. For non-profit organizations, i.e. non-governmental organizations, IRS ruling/letter showing proof of non-profit status (see additional requirements). N/A

I, Desmond Fitzgerald (name of authorized official) hereby certify that the information provided with this application for Recreational Trails Funding is complete and true, and that I have read and agree to follow the requirements of the Recreational Trails Program included with this application.

date

signature of official authorized to submit application

title: Recreation Director, Washington Borough

Return Mailing Address:

Department of Environmental Protection
Green Acres Program
Mail Code 501-01
P.O. Box 420
Trenton, NJ 08625-0420

Street Address:

Department of Environmental Protection
Green Acres Program
501 East State St, First Floor
Trenton, NJ 08609

Telephone 609-984-0628; Fax: 609-984-0608; E-mail: john.flynn@dep.state.nj.us

RECREATIONAL TRAILS PROGRAM
REQUIREMENTS FOR PROJECTS FUNDED IN NEW JERSEY FOR 2012

Eligibility Requirements:

1. Funding in New Jersey is available to:
 - a) Public agencies at the federal, state, county, and municipal level
 - b) Nonprofit organizations qualifying under section 501(c)(3) of the Internal Revenue Service code.
 - c) Friends of a Park group recognized by a governmental agency as a volunteer organization.
2. The maximum grant award for a non-motorized trail project is \$25,000. The grant award for a motorized trail project is based on the number of viable motorized project applications and the amount of motorized grant funding available (at least 30% of the overall funding must be for motorized trail projects).
3. The trail proposal must be located on land that is either:
 - a) Publicly owned; or
 - b) Privately owned with a governmental agency holding an easement for public access. Land subject to the Green Acres Tax Exemption Program or a limited term access covenant under the Open Lands Management Program does not qualify as an easement under this requirement. For motorized projects, a minimum 10-year lease agreement is permitted. The trail or trail facilities must be available to the general public. Approval for funding may be allowed for property in which an easement/lease is in the process of being obtained. However, no financial reimbursements will be made until the easement/lease is secured.
4. All applicants applying for non-motorized trail grants will be notified by September 2012 whether or not their application was selected for Recreational Trails Program funding. Because there are only a few motorized trail grant applications submitted each year and an application may have to be acted upon quickly for the project to become viable, motorized trail grant applications may be submitted throughout the year. The application will be kept on file and reviewed at the next scheduled New Jersey Trails Council meeting following receipt of the application. Subsequent to all of the necessary reviews, the applicant will be notified whether or not its application was selected for funding.

Permissible Uses and Projects:

1. Permissible uses include:
 - a) Maintenance and restoration of existing recreational trails
 - b) Development and rehabilitation of trailside and trailhead facilities and trail linkages for recreational trails
 - c) Purchase and lease of recreational trail construction and maintenance equipment
 - d) Construction of new recreational trails in existing parks or in new rights-of-way
 - e) For motorized use only, acquisition of easement and fee simple title to property for recreational trails. Land acquisition will only be considered if trails to be constructed will total five miles or more.
 - 1) All requests for funding to acquire land for motorized use must comply with requirements of the Federal Highway Administration regarding appraisals, environmental impacts, public involvement and settlement. These requirements are included in the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended. Implementing regulations are found in 49 CFR Part 24; <http://www.fhwa.dot.gov/realestate/ua/index.htm>
 - 2) A permanent easement held by a governmental agency, allowing recreational use, must be placed on all lands acquired with Recreational Trails Program funding.
 - 3) All acquisitions of any kind of interest in property must be from a willing landowner or seller. Condemnation is prohibited under the federal legislation.
 - 4) Eligible acquisition costs include those for appraisals, surveys and land value.
 - 5) A plan of the site must be prepared before development funds are expended. The plan

must include information on the number, use, and location of trails, location and type of trailside and trailhead facilities, sensitive resource protection measures, management of the site and enforcement of uses and activities.

2. Trailside, trailhead facilities may include parking, signage, shelters and water, sanitary, and disabled access facilities.
3. According to the Federal Highway Administration, a recreational trail is defined as a thoroughfare or track across land or snow, used for recreational purposes such as: pedestrian activities, including wheelchair use; skating or skateboarding; equestrian activities, including carriage driving; non-motorized snow trail activities, including skiing; bicycling or use of other human-powered vehicles; aquatic or water activities; and motorized vehicular activities, including all-terrain vehicle riding, motorcycling, snowmobiling, use of off-road light trucks, or use of other off-road motorized vehicles. The term thoroughfare or track excludes roads generally accessible by low clearance passenger vehicles, but includes high-clearance primitive roads. Any one of these uses, or combination of uses is eligible for funding.
4. Planning studies, environmental assessments, engineering studies, and costs of permit applications are eligible expenses if they are part of a proposal that is primarily for trail construction or restoration, or development of trailside/trail head facilities. No more than 15% of the total project cost can be funded for planning and trail feasibility study expenses.
5. Equipment may be purchased with grant funds, and if approved, must be adequately safeguarded and used solely for authorized purposes. Records must be maintained that include a description of the property, a serial number or other identification number, the source of property, who holds title, the acquisition date and cost of the property, location, use, and condition of the property, and any ultimate disposition date including the date of disposal and sale price of the property.

Uses and Projects Not Eligible For Funding:

1. The Recreational Trails Program legislation prohibits using RTP funds for condemnation of any kind of interest in property. Also, it is not permissible to use the value of condemned land toward the match requirement.
2. Trail feasibility studies alone are not permitted on a project.
3. Funding will not be provided for law enforcement personnel or activities.
4. Projects will not be approved on railroad rights-of-way on which the railroad tracks are in place, if trail users will traverse on or between the railroad tracks, except for providing a railroad crossing in coordination with the railroad owners, operator, and Department of Transportation. However, projects may be located within a railroad right-of-way if trail users will not travel on or between the tracks and if adequate safety measures are implemented in coordination with the railroad owner, operator, and Department of Transportation.
5. Conversion of non-motorized trails to motorized use, or to facilitate motorized use will not be considered for funding.
6. Projects that include improvements to roads, road shoulders, or sidewalks are not eligible for funding.
7. The purchase of caps, t-shirts, sweat-shirts, jackets, patches, pins, pens, stickers, license plates, flashlights, and other such items for the purpose of promotion is not eligible for funding. Such items cannot be used for meeting the required 20% match.

Financial Requirements:

1. Applicants are reimbursed for expenses incurred. Partial reimbursements can be made with submission of proof of expenditure. The minimum partial reimbursement amount is \$500 for non-state agency grant recipients. Several receipts can be combined to meet the \$500 minimum. If planning and design studies are to be funded as part of the grant, reimbursement for studies will not be made until the entire project is completed.
2. Funding cannot be used to reimburse expenses for projects started before final approval is received from DEP and the Federal Highway Administration. However, planning and environmental assessment costs (up to 15% of the total project cost) incurred less than 18 months prior to project approval may be counted toward the non-Federal (matching) share.
3. Grantees will use their own procurement procedures that reflect applicable state and local laws and regulations; the Buy America program will apply to steel and iron used in a construction project. Records on procurement will include, but not necessarily be limited to the following: rationale for the method of procurement, selection of contract type, contractor selection or rejection, and the basis for the contract price.
4. All grantees must maintain records that adequately identify the source and application of funds provided for projects. Accounting records must be supported by such source documentation as canceled checks, paid bills, payrolls, time and attendance records, contract and sub-grant award documents, etc. All required records must be retained for three years after grantees receive final payments and all other pending matters are closed.
5. Any grantee funded by the federal government is subject to the single-audit provisions of the Single Audit Act of 1984, P.L. 98-502. Pursuant to State Circular Letter 04-04-OMB, www.nj.gov/infobank/circular/cir0404b.htm the State of New Jersey has adopted by reference the standards and provisions of the Audit Act and the federal OMB Circulars. If the grantee expends a total of \$500,000 or more in federal or state financial assistance in the grantee's fiscal year, the grantee must have a single audit performed. Grantees that expend less than \$500,000, but expend \$100,000 or more in state and/or federal financial assistance within their fiscal year, must have either a financial statement audit performed in accordance with Government Auditing Standards (Yellow Book) or a program-specific audit performed in accordance with the Audit Act, Amendments, OMB Circular A-133 Revised and State policy.
6. General requirements for matching funds:
 - a) Applicants must provide a minimum 20% match of the total project cost. A grant would be a maximum of 80% of the total project cost. For example, if the maximum grant award of \$25,000 is being requested, the 20% match would equal \$6,250 for a total project cost of \$31,250. The match can be in the form of cash or the fair market value of labor or materials.
 - b) Labor can be contributed by volunteers, staff salaries, or the value of contracted labor, including the value of labor contracted to develop site plans and apply for permits.
 - c) For in-kind services of labor or materials, the applicant will be required to provide documentation on the value of those services, such as copies of bills, receipts or invoices, for the project funded, and how that value was derived.
 - d) Volunteer services will be valued at wage rates consistent with those ordinarily paid for similar work in the grantees' organizations, or for similar work in the same labor market. A reasonable amount for fringe benefits may be included in the valuation. To the extent feasible, volunteer services will be supported by the same methods that the grantee uses to support the allocation of regular personnel costs.
 - e) Donated supplies will be valued at the market value of the supplies at the time of donation.
 - f) The value of land within a previously established park (land trust, preserve, etc.) may not be used as credit for the match. Also, a public agency may not use the value of land transferred from the administration of one agency to another agency to meet the minimum match.
7. Match using other federal funds:

- a) Federal agency project sponsor. Notwithstanding any other provision of law, a federal agency that sponsors a project may contribute additional federal funds toward the cost of a project, except that:
 - 1) the share attributable to the trails grant may not exceed 80 percent of the cost of a project; and
 - 2) the share attributable to the trail project and the federal agency may not exceed 95% of the cost of a project.
- b) Any funds or the fair market value of any materials or services may be provided by a federal project sponsor and shall be credited to the federal agency's share.
- c) Use of funds from federal programs to provide non-federal share. Notwithstanding any other provision of law, the non-federal share of the cost of the project may include amounts made available by the federal government under any federal program that are
 - 1) expended in accordance with the requirements of the federal program relating to activities funded and populations served; and
 - 2) expended on a project eligible for assistance under the Recreational Trails Program.

General Program Requirements:

1. Approved projects must begin within two years of the approval date. A project may be considered to begin with pre-construction work such as obtaining permits, and performing planning and engineering studies, as well as construction work. If a project is not completed within one year of notification of funding, grantees will be expected to complete project status reports. Specific status report forms for the Recreational Trails Program will be forwarded to grantees. **Projects must be completed by August 31, 2015.**
2. Grantees may be permitted to make changes in the approved project to meet unanticipated requirements. **Changes to the project must receive prior approval from DEP.**
3. If for any reason the recipient of funding must terminate the project, the recipient must notify DEP in writing, explaining the reason for termination. If partial funding has been given for a project before termination, the grant recipient will be required to reimburse DEP for the amount of funding received.
4. An application to construct a new trail on land that is not in an existing park or privately owned land already available for public use requires a resolution from the governing body stating that it supports such a proposal and that the governing body will abide by the requirements of the program.
5. Grantees may charge fees for use of project areas as long as the fee is used to meet the operating costs of the project. For-profit activities may not receive funding.
6. Trailhead and interpretive signs, printed brochures, guides or booklets funded through this grant program must give recognition that the project was funded by the Federal Highway Administration's Recreational Trails Program, through the New Jersey Department of Environmental Protection.
7. All permits required for construction or use will be obtained prior to construction. **Copies of approved permits must be sent to the Green Acres Program before construction begins.**
8. A project may be denied if it is found to negatively impact an endangered and threatened species habitat. Therefore, applicants should determine and state in their application whether protected status species have been documented within the project area, and what measures will be taken to avoid adverse impact.
9. A project may be denied if the applicant has not completed previously awarded grants by the specified project completion date or by an extended date approved by the Green Acres Program.
10. Before submitting an application, applicants must determine if the project site is on, in or next to a site on the National or State Registers of Historic Places. Information on listed sites is available from county Cultural and Heritage Commissions, county historical societies, and the New Jersey Historic

Preservation Office (HPO). If your project is selected for funding and is on, in or next to a registered site, the project will be subject to review by the New Jersey Historic Preservation Office. **Any construction cannot begin until receiving authorization from the HPO. Copies of the authorization must be supplied to the Green Acres Program.**

11. If the applicant is not the owner of the land, then the applicant shall provide DEP with written assurances from the owner that the owner of the property will cooperate with the applicant and DEP and participate as necessary in the activities to be conducted.
12. Under the Recreational Trails Program legislation, use of Youth Corps participants is encouraged. These programs provide low cost labor for various types of work projects, while providing youth with job skills. In New Jersey, contact:
New Jersey Youth Corps
1 John Fitch Plaza
P.O. Box 055
Trenton, New Jersey 08625-0055
609-292-2060
13. All grantees must comply with state and federal laws prohibiting discrimination based on race, color, national origin, handicap, or age. Failure to comply with these laws may result in the termination of the grant as the DEP deems appropriate.
14. In general, standards for construction of bicycle paths included in the American Association of State Highway and Transportation Officials' (AASHTO) Guide for the Development of Bicycle Facilities, 1999 are recommended for construction of new facilities (see below). However, these may not necessarily apply to mountain bike or multiuse trails. Maximum path width in wetlands or wetland buffers must comply with rules of the New Jersey Land Use Regulation Program, which may require a narrower maximum width.

Factors for Evaluating and Selecting Projects for Funding:

The following factors are listed in order of importance for evaluating Recreational Trails Program applications. Please note that the last two factors can only have a negative evaluation.

- Trail provides links to other trails, a link in an existing trail, or to population centers and other community destinations.
- Length of trail or trail system affected: Trails from 3 to 5 miles or longer are given preference.
- Project is a partnership between different agencies, organizations, multiple users or volunteers.
- Proposal includes a new trail or an existing, but undesignated and unmarked trail.
- Designation to the New Jersey Trails System or is listed as an eligible trail, potential route or connects to a trail in the Trails System.
- Trail proposal will benefit more than one use.
- Municipality in which the project is located is an urbanized area or an urban aid community.
- Project area links with significant natural, cultural or historic features or is in a significant viewshed.
- Trail provides disabled access.
- Proposal is innovative in its design, development or use.
- Proposal is a critical necessity for erosion control, maintenance, or endangered or threatened

species habitat protection.

- Trail did not receive a Recreational Trails Program grant in 2011.
- Trail proposal provides for restoration of an existing trail.
- Project is compatible with the landscape, surrounding land use and trail use.
- A negative evaluation is given based on the applicant's past performance on previous RTP grants.
- A negative evaluation is given if the application is incomplete, or the applicant has not yet obtained permits, performed environmental reviews, or received determination of negative impact on historic resources.

Recreation Trail Grant Program

The Borough of Washington owns a 15.56 area tract of former farmland that was purchased in 2006. In 2007 the Borough engaged T&M Associates to do a very preliminary study on the possible use of this site as a Recreation Facility. Since it is 5 years since that was done the first step is to clear the overgrowth and develop a working platform for the use of this former farmland.

The initial step of a multi-use RUNNING-HANDICAP-WALKING-BIKE trail around the perimeter of this area would have an initial benefit of clearing the outline and providing a pathway for this multi-trail. The area is bounded by the railroad right of way, a Borough road and a row of private houses.

Work to be performed would be to clear the overgrown area to provide the base for the multi-trail and accessibility for future development of the interior of the park area.

Design

- A. The design will be for a multi-trail side by side. While the factors for funding suggest a three to five mile trail, we believe that a circular multi-trail (not a running only trail) will provide three different surfaces to give the hiker/runner/jogger/handicapped participant a choice. Maintenance will be better and the park bench setting along the stream will produce a more social or “in contact with people” atmosphere for the participant. We picture this portion to have the “feel” of the pathways along the Hudson River in Jersey City and Hoboken except it will have a three choice surface.

The attached sheet from the study by T&M Associates from 2006 shows other possible uses for the interior area of this tract but that will have to be dealt with in future phases of this project.

We have also attached a site investigation study by T&M Associates from 2005 that covers items such as parking area, stream site (the park bench setting concept), the barn, wetlands considerations, etc. The final design will be based on findings from the initial clearing (a Google aerial map is attached.)

- B. Materials will be of three different trails side-by-side.

1. A soft walking trail to address the new emphasis on the benefit of walking in place of running made of wood mulch (heart smart stations along the way.)
2. A gravel trail in the middle for jogging and or running.
3. The most important trail will be a hard and semi-hard surface to be used by handicapped individuals using wheelchairs, scooters, walkers, etc. in a safe environment.

C. Maintenance of facilities. The ongoing maintenance of paths, plantings, building upkeep and safety will be handled by our Recreation Office under the direction of our active Recreation Commission with the support of the Washington Borough Department of Public Works.

There are no known endangered and threatened species within the project area. Since the land was used as farmland until about five years ago, we can expect this will not be an issue. This is also not a historical site area.

Memorandum

To: Jeffrey H. Bottger

From: Eric Nathanson

cc: Kris Krzyston, Dennis Mantlick, Kirk Danielson

Date: March 24, 2005

Re: Site Investigation Results – Railroad Avenue Park, Borough of Washington, Warren County, New Jersey (Project No. WABO-00010)

The following paragraphs present the results of a site investigation conducted at the proposed Railroad Avenue Park in the Borough of Washington, Warren County, New Jersey. Eric Nathanson, Senior Environmental Planner, of T&M Associates conducted the site investigation on March 16, 2005.

The site is located just north of Railroad Avenue in a residential community. The Norfolk Southern/NJ Transit rail line borders the site to the north. Private residential properties border the site to the south, west, and east. The southern boundary of the park is also a portion of the boundary line with adjacent Washington Township. A gravel parking area is located in the northwest corner of the site. A culvert conveys stormwater under the access road leading into the parking area. The culvert drains into a small ditch on each side of the access road. The 15.5 acre site primarily consists of open field and sparse woods. Although some trees occur in the interior portion of the proposed park, the woods are generally concentrated along the site's property lines. The southwest portion of the site contains an abandoned railway spur. The northeastern portion of the site contains three small building foundations. A barn is located in the southeastern portion of the site. No additional aboveground structures are located on the site.

The site investigation was conducted to identify any potential environmental constraints that may limit the development of the proposed park. Specifically, the site was investigated for the presence of poorly drained soils, jurisdictional freshwater wetlands, threatened and endangered species, and areas of State Open Water.

It was determined that the site is free of any areas that may potentially constrain development of the park. Although it is significantly lower than the surrounding uplands, the abandoned railway spur does not contain the vegetation, soils, or hydrology typically associated with freshwater wetlands. In addition, the open field, property lines, and vegetated areas adjacent to the existing rail line do not contain drainage ditches, poorly drained soils, or wetland vegetation. There are no areas of State Open

Water on or in close proximity to the site. As such, these areas were all determined to be upland habitat.

It is important to note that although the grassy areas in close proximity to the building foundations were somewhat poorly drained, observed hydrology was the result of melting snow from the adjacent uplands. These grassy areas do not contain the required criteria (i.e., vegetation, soils, and hydrology) to classify them as freshwater wetlands. Lastly, the small ditch located on each side of the access road to the parking area does not contain wetland vegetation or hydric soils. By definition, however, this area qualifies as a ditch and/or swale and as such, is subject to State regulation.

With the exception to disturbing the ditch noted above, it has been determined that the proposed park design can be implemented without the approval of the New Jersey Department of Environmental Protection or other State or Federal regulatory agency. Note also that the site is not located within those regions regulated under the Highlands Water Protection and Planning Act. Lastly, the NJDEP's Geographic Information System (GIS) database was accessed to determine if the site contains suitable habitat to support State and/or Federally listed wildlife species. As per applicable information maintained in the database, it has been determined that the site does not contain suitable habitat for State or Federally listed threatened and endangered wildlife species (see attached map).

Should work be proposed in the ditch noted above, a Freshwater Wetland General Permit Number 7 must be obtained prior to undertaking any regulated activity (e.g., filling, piping, etc.). If this permit application is submitted, compliance to the NJDEP's Phase II Stormwater Management Rules is required. The project sponsor is also required to obtain the appropriate approvals from the County Soil Conservation District (required when more than 5,000 square feet of soil is disturbed) and Borough Planning Board.

PARK & RECREATION EXPERIENCE

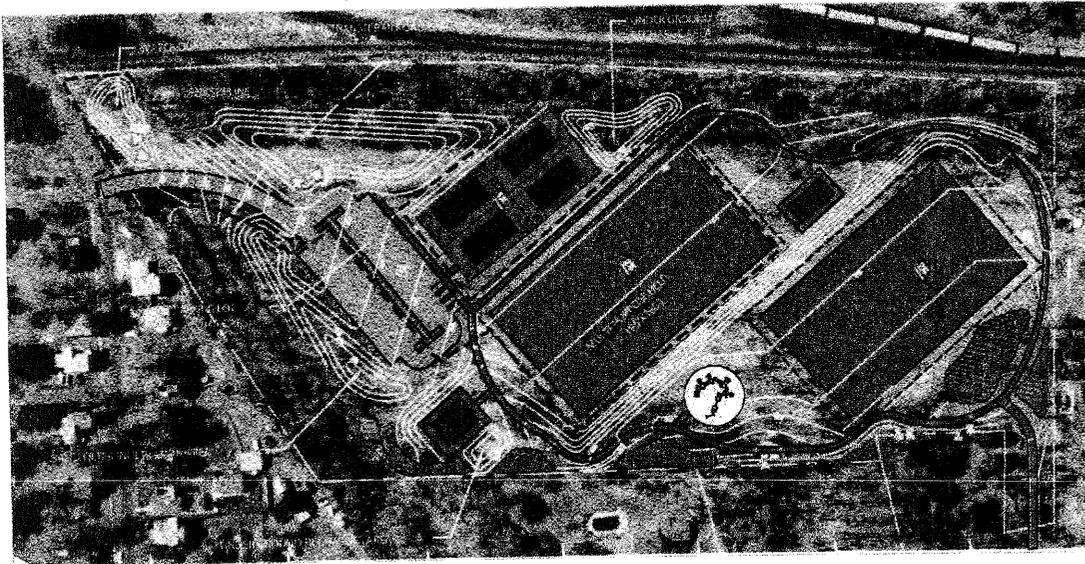
CLIENT
Borough of Washington

LOCATION
Railroad Avenue in Washington, NJ

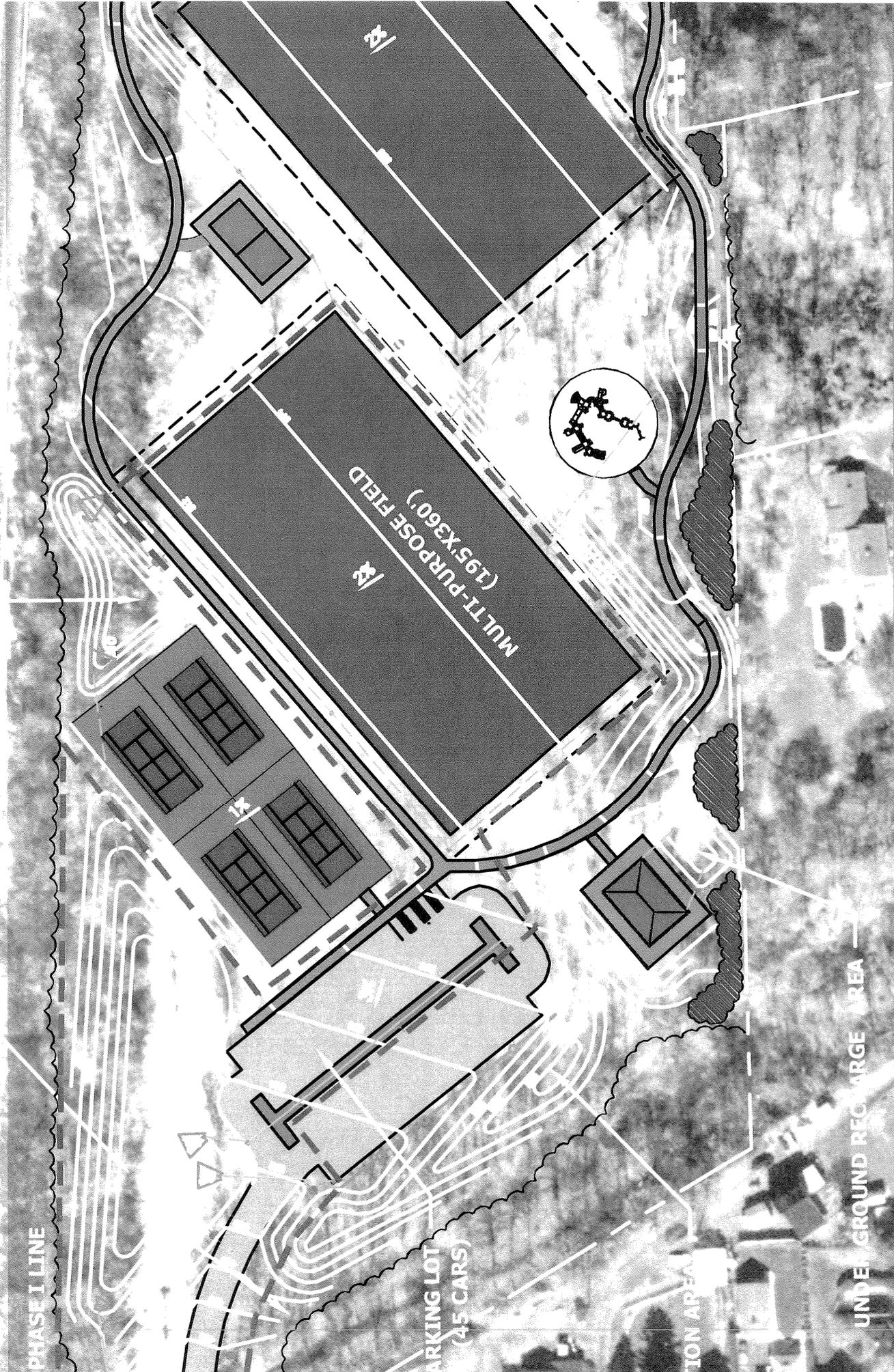
SERVICES REQUIRED
Park Planning, Environmental
Studies

RAILROAD AVENUE PARK

Railroad Avenue Park is a 15.56 acre site adjacent to the Norfolk Southern / NJ Transit Railroad Line. The site is a former farm that has been neglected over the last few years. The Borough of Washington has purchased the site to turn it into a much-needed park. The Borough desires to incorporate two multipurpose fields with lighting, four tennis courts, a tot lot, a restroom/concession/storage building, volleyball court and associated parking. The site has some interesting topography especially along the railroad. This particular area is about 20 feet higher than the low part of the site and offers some very nice views of the mountains in the northern part of the state. T&M performed some environmental studies and developed the initial concept plans for the site.



T&M also prepared preliminary grading and stormwater management plans, and submitted an application to Green Acres for funding in 2006.



PHASE I LINE

PARKING LOT
(45 CARS)

STATION AREA

UNDERGROUND RECHARGE AREA

MULTI-PURPOSE FIELD
(195'X360\')

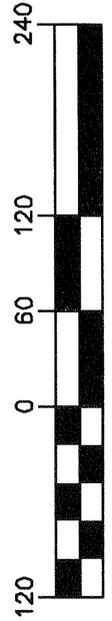
1/8

1/4

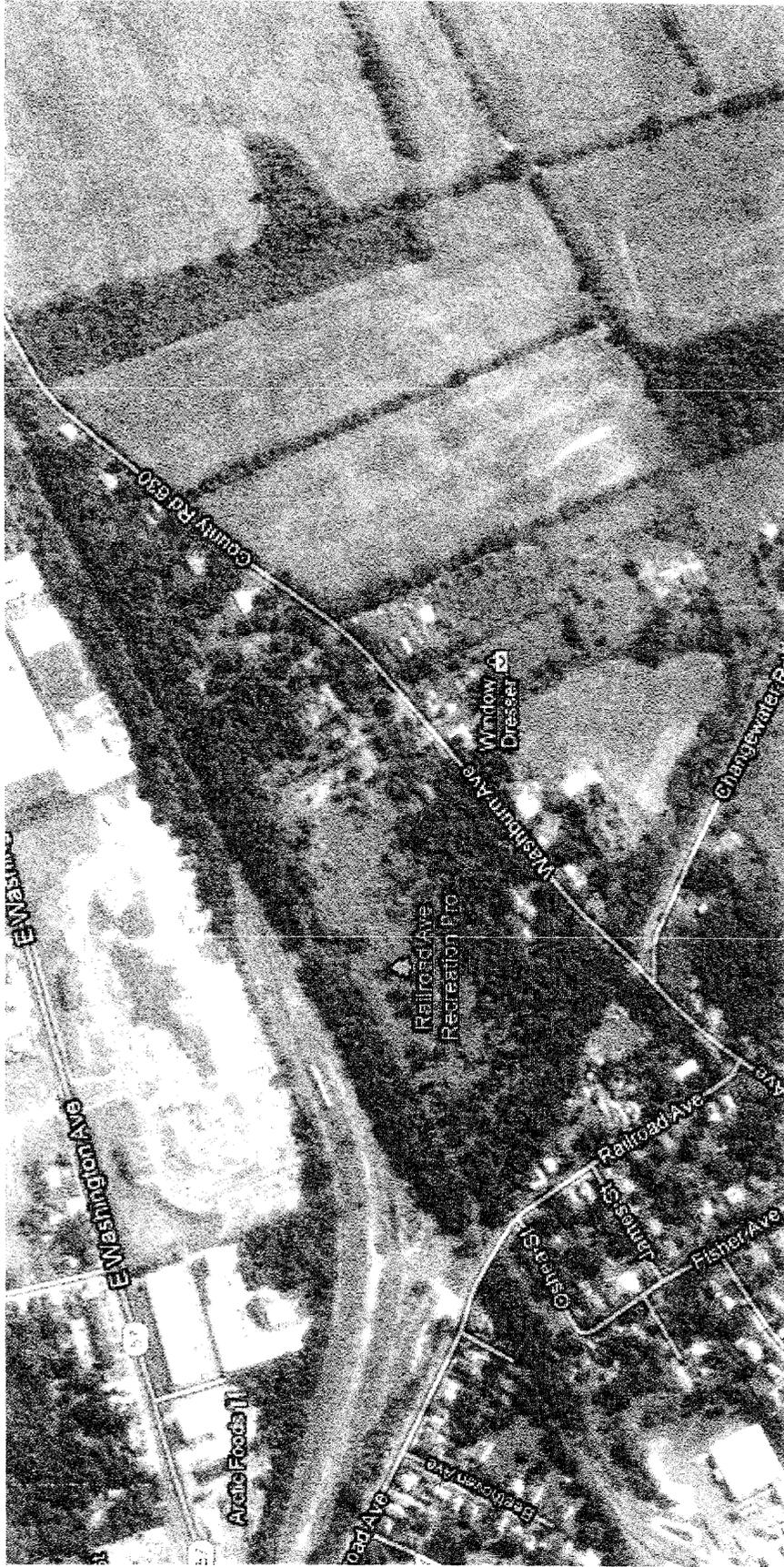


BOROL
RAILRO
BOROUGH OF WASHIN
F

GRAPHIC SCALE



(IN FEET)



PARK
6



Imagery ©2011 DigitalGlobe, GeoEye, USDA Farm Service Agency, Map data ©2011 Google, EdL, Inc.

Fund Description Fund Budget Total

SEWER OPERATING FUND 1-05 374.38

Total of All Funds: =====
374.38

P.O. Type: All
 Print Alpha Capital/Trust, Alpha Grant, & Revenue Accts: N
 Open: N Rcvd: Y Paid: Y
 Held: N Aprv: Y Void: N
 Bid: Y State: Y Other: Y
 Include Non-Budgeted: Y
 Received Date Range: 01/19/12 to 12/31/12
 Department Page Break: No

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

Fund: SEWER OPERATING FUND

2-05-55-501-000-011 SEWER OPERATING Full Time
 12-00122 1 WBPAY WASH. BOROUGH PAYROLL ACCOUNT SEWER S&W CHARGES-1/31/12 PAY 4,365.61 P 4414 01/27/12 01/27/12 01/27/12

Tracking Id: 2560 Payroll (General) (Exempt)
 Department Total: 4,365.61

2-05-55-502-000-023 Telephone
 12-00156 2 VERIZON VERIZON, INC. 1/16-2/15/12 689-3913-CENTEX 28.40 A 02/01/12 02/01/12

Tracking Id: 3320 Telecommunications (General) (Exempt)

2-05-55-502-000-078 SEWER OPERATING Utilities-Water
 12-00066 2 NJWATR NJ AMERICAN WATER CO. INC 12/14-1/16/12 WATER-SEWER/ 10.03 A 01/10/12 01/30/12

Tracking Id: 3615 Utilities - Water (Exempt)
 ALVIN SLOAN

2-05-55-502-000-079 SEWER OPERATING Utilities-Natural Gas
 12-00023 2 ELIZG ELIZABETHTOWN GAS 12/8-1/9/12 NATURAL GAS-ALVIN 90.15 A 01/06/12 01/30/12

Tracking Id: 3612 Utilities - Gas (Exempt)
 SLOAN

Department Total: 128.58

Department: Sewer - INFRASTRUCTURE TRUST PRIN & INT

2-05-55-524-000-000 Sewer - INFRASTRUCTURE TRUST PRIN & INT
 12-00127 1 USBANK U.S. BANK NATIONAL ASSOCIATION NJ ENVY INFRAS 1997A LOAN 103,000.16 P 20112 01/30/12 02/01/12 02/01/12

Tracking Id: 971 Debt Service (Exempt)
 AGREEMENT STP LOAN S340706-03

12-00128 1 USBANK U.S. BANK NATIONAL ASSOCIATION NJ ENVIR INFRAS 1997A LOAN 18,751.18 P 212012 01/30/12 02/01/12 02/01/12

Tracking Id: 971 Debt Service (Exempt)

Budget Account P.O. Id Item Vendor	Description	Item Description	Amount	Stat/Chk	Enc Date	First Rcvd Enc Date	Chk/Void Date	Invoice	PO Type
12-00129 1	AGREEMENT CS LOAN S340706-04 TDBANK TD BANK NATIONAL ASSOCIATION NJ ENVIR INFRAS 2002 LOAN		22,006.17	P	21212 01/30/12	02/01/12	02/01/12		
	Tracking Id: 971	Debt Service (Exempt)							
			143,757.51						
		Department Total: Sewer - INFRASTRUCTURE TRUST PRIN & INT	143,757.51						
		CAFR Total:	148,251.70						
		Fund Total: SEWER OPERATING FUND	148,251.70						
		Year Total:	148,251.70						
Total P.O. Items:	7	Total List Amount:	148,251.70	Total void Amount:	0.00				

Fund Description	Fund	Budget Total
SEWER OPERATING FUND	2-05	148,251.70
Total of All Funds:		===== 148,251.70

BILL LIST 2/7/12

P.O. Type: All
Range: First
Format: Detail with Line Item Notes
Include Non-Budgeted: Y

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

Received Date Range: 01/19/12 to 12/31/12

Vendor # Name PO # PO Date Description Contract PO Type Amount Charge Account Acct Type Description Stat/Chk Enc Date Date Invoice Excl

ABILITIE ABILITIES OF NORTHWEST JERSEY
11-01257 12/14/11 T-SHIRTS FOR BASKETBALL CLINIC
1 T-SHIRTS FOR BASKETBALL CLINIC 180.00 T-16-00-858-000-865 B YOUTH BASKETBALL Materials & supplies A 12/14/11 01/27/12 N
Tracking Id: 3260 Sporting Goods Supplies (Exempt)
T-SHIRTS FOR LITTLE HOOPSTERS
2 T-SHIRTS FOR BASKETBALL CLINIC 36.00 T-16-00-858-000-865 B YOUTH BASKETBALL Materials & supplies A 12/14/11 01/27/12 N
Tracking Id: 3260 Sporting Goods Supplies (Exempt)
T-SHIRTS FOR BASKETBALL CLINIC

216.00

Vendor Total: 216.00

ADPPAY ADP, INC.
11-01292 12/19/11 PAYROLL CHARGES B
2 PAYROLL CHARGES PERIOD ENDING 358.00 1-01-20-100-000-029 B GENERAL ADMIN Other Contr SVCS A 12/19/11 01/27/12 N
Tracking Id: 2570 Payroll (General) (Non-Exempt)
12/31/11
3 PAYROLL CHARGES PERIOD ENDING 88.00 1-01-20-100-000-029 B GENERAL ADMIN Other Contr SVCS A 12/19/11 01/27/12 N
Tracking Id: 2570 Payroll (General) (Non-Exempt)
12/23/11 MANAGEMENT REPORTS

446.00

Vendor Total: 684.00

12-00060 01/10/12 PAYROLL CHARGES B
2 PAYROLL CHARGES PERIOD ENDING 238.00 2-01-20-100-000-029 B GENERAL ADMIN Other Contr SVCS A 01/10/12 01/27/12 N
Tracking Id: 2560 Payroll (General) (Exempt)
1/15/12

ADTSEC ADT SECURITY SYSTEMS INC.

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat	First Rcvd	Chk/Void	1099	
								Enc Date Date	Date	Invoice	Excl
	3	STREET HOCKEY T-SHIRTS	53.90	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL ROYAL BLUE WITH #'S									
		AS - 5									
		AM - 1									
		AL - 1									
	4	STREET HOCKEY T-SHIRTS	69.30	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		ROYAL BLUE - NO #, "COACH" ON BACK									
		AL - 3									
		AXL - 6									
	5	STREET HOCKEY T-SHIRTS	22.50	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL BLACK WITH #'S									
		YL - 2									
		YXL - 1									
	6	STREET HOCKEY T-SHIRTS	61.60	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL - BLACK WITH #'S									
		AS - 4									
		AL - 4									
	7	STREET HOCKEY T-SHIRTS	23.10	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL BLACK WITH "COACH" ON BACK									
		AXL - 3									
	8	STREET HOCKEY T-SHIRTS	52.50	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL - GREY WITH #'S									
		YM - 1									
		YL - 5									
		YXL - 1									
	9	STREET HOCKEY T-SHIRTS	38.50	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N
		Tracking Id: 3260 Sporting Goods Supplies (Exempt)									
		MEMORIAL SCHOOL GREY WITH #'S									
		AS - 5									
	10	STREET HOCKEY T-SHIRTS	23.10	T-16-00-858-000-878	B	STREET HOCKEY Materials & Supplies	A	01/11/12	01/30/12	2769	N

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
											Excl
	1	1ST QTR 2012 COUNTY TAXES	2-01-55-208-000-000	758,579.40	2-01-55-208-000-000	B County Taxes Payable	A	01/30/12	01/31/12		N
		Taxes - County (Exempt)									
		Tracking Id: 3312									
		Vendor Total:		758,579.40							
COUNTY		COUNTY OF WARREN-TREASURER'S O									
	12-00133	01/30/12 2011 ADDED, OMITTED & ROLLBACK									
	1	2011 ADDED, OMITTED & ROLLBACK	1-01-55-209-000-000	1,924.79	1-01-55-209-000-000	B Due to County for A0	A	01/30/12	01/31/12		N
		Taxes - County (Exempt)									
		Tracking Id: 3312									
		Vendor Total:		1,924.79							
DEMCO		DEMCO INC.									
	11-01252	12/14/11 office supplies									
	1	Office Supplies	1-01-29-390-000-036	140.66	1-01-29-390-000-036	B MUNICIPAL LIBRARY Office Supplies	A	12/14/11	01/30/12	4454449	N
		Tracking Id: 2430									
		red dots									
		typewriter ribbon									
		tape 3/4 inch									
		lift-off tape									
		correction tape									
		library pencils									
		poly file jackets									
		Quote G1346187									
		Vendor Total:		140.66							
ELIZG		ELIZABETHOWN GAS									
	12-00022	01/06/12 NATURAL GAS USAGE									
	4	12/8-1/9/12 NATURAL GAS/MUNI	2-01-31-446-000-000	2,144.58	2-01-31-446-000-000	B NATURAL GAS	A	01/06/12	01/30/12		N
		Tracking Id: 3612									
		Utilities - Gas (Exempt)									
		BLDG									
	5	12/8-1/9/12 NATURAL GAS/DPW	2-01-31-446-000-000	748.70	2-01-31-446-000-000	B NATURAL GAS	A	01/06/12	01/30/12		N
		Tracking Id: 3612									
		Utilities - Gas (Exempt)									
		GARAGE									
		Vendor Total:		2,893.28							

Vendor # Name	PO # PO Date Description	Item Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
											Excl
	11-01168 11/17/11 2011 LEGAL SERVICES		B								
	4 11/1/11-11/30/11 PUBLIC WORKS			259.66	1-01-20-155-000-027	B LEGAL Legal Svcs	A	11/17/11	01/30/12	205300	N
	Tracking Id: 2810 Professional services - Legal (Non-Exempt)										
	GARAGE										
	Vendor Total:			811.43							

	Vendor Total:			49.95							

	Vendor Total:			49.95							

	Vendor Total:			455.00							

	Vendor Total:			4,389.87							

	Vendor Total:			4,389.87							

	Vendor Total:			664.72							

	Vendor Total:			664.72							

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
								Enc Date	Date	Invoice Excl
	11-01074 10/19/11 ELECTRICITY USAGE			B			A	10/19/11	01/31/12	N
	16 12/15-1/16/12 YOUWMANS-POOL	Utilities - Electric	22.58	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	17 12/15-1/16/12 PARK PAVILLION	Utilities - Electric	3.25	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	18 12/15-1/16/12 YOUWMANS AVE	Utilities - Electric	30.73	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	19 12/15-1/16/12 YOUWMANS-BATH	Utilities - Electric	153.43	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	HOUSE									
	20 12/10-1/10/12 NEW DPW GARAGE	Utilities - Electric	778.65	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	21 12/15-1/16/12 RT31 BALLFIELD	Utilities - Electric	141.66	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	02/01/12		N
	Tracking Id: 3611			(Exempt)						
	LIGHTS									
	22 12/6-1/4/12 MUNICIPAL BLDG	Utilities - Electric	1,261.75	1-01-31-430-000-299	B ELECTRICITY	A	10/19/11	02/01/12		N
	Tracking Id: 3611			(Exempt)						

			2,392.05							
	11-01075 10/19/11 2011 STREET LIGHTS			B			A	10/19/11	01/31/12	N
	9 12/16-1/16/12 STREET LIGHTS/MER	Utilities - Electric	940.02	1-01-31-435-000-075	B TRAFFIC LIGHTS Street Lighting	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	AND INCAN.									
	10 12/16-1/16/12 WOLFE ESTATE ST.	Utilities - Electric	59.40	1-01-31-435-000-075	B TRAFFIC LIGHTS Street Lighting	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	LIGHTS									

			999.42							
	11-01076 10/19/11 2011 TRAFFIC LIGHTS			B			A	10/19/11	01/31/12	N
	12 12/15-1/16/12 W WASHINGTON	Utilities - Electric	68.54	1-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	TRAFFIC LIGHTS									
	13 12/2-1/3/12 RT31 & JEFFERSON	Utilities - Electric	16.04	1-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/19/11	01/31/12		N
	Tracking Id: 3611			(Exempt)						
	14 12/2-1/3/12 CATELLE COURT	Utilities - Electric	4.36	1-01-31-435-000-100	B TRAFFIC LIGHTS Traffic Lights	A	10/19/11	01/31/12		N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Enc Date	Date	Chk/Void	Invoice	1099	Excl
	12-00102 01/23/12 BASKETBALL REFEREE FEES													
	1 BASKETBALL REFEREE FEES		30.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires	A	01/23/12	01/30/12				N	
	Tracking Id: 3271	Sports Referee/Umpire Services (Exempt)												
	1/4/12 3/4 GIRLS WB1 VS MANSFIELD													
	2 BASKETBALL REFEREE FEES		30.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires	A	01/23/12	02/01/12				N	
	Tracking Id: 3271	Sports Referee/Umpire Services (Exempt)												
	1/4/12 3/4 GIRLS WB2 VS FRANKLIN													
	-----		60.00											
	Vendor Total:		60.00											
	METRO METRO IMAGING SERVICES ,INC.													
	11-01248 12/14/11 Microfilm Contract													
	1 Microfilm Contract		565.00	1-01-55-271-000-000		B State Library Aid	A	12/14/11	01/30/12			C59032	N	
	Tracking Id: 1250	Equipment Maint & Repair (Other) (Non-Exempt)												
	1-1-12 - 12/13/12													
	Vendor Total:		565.00											
	MGLFO MGL FORMS-SYSTEMS, LLC													
	11-01261 12/14/11 500/RECREATION DEPT CHECKS													
	1 500/RECREATION DEPT CHECKS		123.00	1-01-20-130-000-099		B FINANCIAL ADMIN Other Expenses	A	12/14/11	01/30/12			102922	N	
	Tracking Id: 2430	Office Supplies (General) (Non-Exempt)												
	WILL GET REIMBURSED BY PNC BANK													
	2 500/RECREATION DEPT CHECKS		85.00	2-01-20-130-000-099		B FINANCIAL ADMIN Other Expenses	A	01/11/12	01/30/12			102922	N	
	Tracking Id: 2430	Office Supplies (General) (Non-Exempt)												
	-----		208.00											
	Vendor Total:		208.00											
	BOYLANM MICHAEL BOYLAN													
	12-00101 01/23/12 BASKETBALL REFEREE FEES													
	1 BASKETBALL REFEREE FEES		35.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires	A	01/23/12	01/27/12				N	
	Tracking Id: 3271	Sports Referee/Umpire Services (Exempt)												
	12/27/11 - 5/6 BOYS WB #2 VS OXFORD 1													
	2 BASKETBALL REFEREE FEES		35.00	T-16-00-858-000-867		B YOUTH BASKETBALL Referees/Umpires	A	01/23/12	01/27/12				N	

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
	Item Description					Date	Date	Date	Excl
	Tracking Id: 3271	sports Referee/Umpire Services (Exempt)							
	1/4 5/6 GIRLS #1 VS MANSFIELD #2		35.00	T-16-00-858-000-867	B	01/23/12	01/27/12		N
	3 BASKETBALL REFEREE FEES								
	Tracking Id: 3271	sports Referee/Umpire Services (Exempt)							
	1/4 5/6 GIRLS #2 VS WASH TWSP #1								
	-----		105.00						
	Vendor Total:		105.00						
MUNCLK	MUNICIPAL CLERK'S ASSOCIATION								
	12-00104 01/23/12 2012 CLERK'S ASSOCIATION FEES								
	1 2012 CLERK'S ASSOCIATION FEES		100.00	2-01-20-120-000-044	B	01/23/12	01/30/12		N
	Tracking Id: 1011	Dues & Memberships (Exempt)							
	12-00137 01/30/12 CONFERENCE REGISTRATION								
	1 CONFERENCE REGISTRATION		240.00	2-01-20-120-000-042	B	01/30/12	01/31/12		N
	Tracking Id: 1030	Education & Training (Non-Exempt)							
	Vendor Total:		340.00						
NJL0M	N.J.S.LEAGUE OF MUNICIPALITIES								
	12-00117 01/24/12 2012 MEMBERSHIP DUES								
	1 2012 MEMBERSHIP DUES		571.00	2-01-20-100-000-044	B	01/24/12	01/30/12	MLJ2012520	N
	Tracking Id: 1011	Dues & Memberships (Exempt)							
	Vendor Total:		571.00						
NEXTEL	NEXTEL COMMUNICATIONS, INC.								
	11-00095 01/19/11 2011 NEXTEL/FIRE DEPT & DPW								
	16 12/24-1/23/12 NEXTEL SRV./DPW		95.72	1-01-31-440-000-000	B	01/19/11	01/31/12	972521827-086	N
	Tracking Id: 3320	Telecommunications (General) (Exempt)							
	17 12/18-1/17/12 NEXTEL SRV./FIRE		86.41	1-01-31-440-000-000	A	01/19/11	01/31/12	865626428-096	N
	Tracking Id: 3320	Telecommunications (General) (Exempt)							
	DEPARTMENT								
	-----		182.13						

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
	Item Description						Date	Date	Date	Excl
	Vendor Total:		182.13							
NJWATR	NJ AMERICAN WATER CO. INC									
	12-00063 01/10/12 WATER - LIBRARY	B								
	2 12/9-1/11/12 WATER - LIBRARY	2-01-29-390-000-072	98.32		B MUNICIPAL LIBRARY water	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	12-00065 01/10/12 WATER VARIOUS DEPTS	B								
	2 12/9-1/11/12 WATER/MUNI. BLDG	2-01-31-445-000-000	172.09		B WATER	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	3 12/14-1/16/12 WATER/DPW GARAGE	2-01-31-445-000-000	269.10		B WATER	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	4 12/8-1/10/12 WATER/PARK	2-01-31-445-000-000	55.58		B WATER	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	5 12/8-1/10/12 WATER/ALLEGER ST.	2-01-31-445-000-000	10.00		B WATER	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	6 12/14-1/16/12 WATER/VARA FIELD	2-01-31-445-000-000	80.22		B WATER	A	01/10/12	01/30/12		N
	Tracking Id: 3615	Utilities - water (Exempt)								
	Vendor Total:		586.99							
	Vendor Total:		685.31							
STGAZE	NJN PUBLISHING									
	12-00114 01/24/12 PUBLICATION OF MEETING DATES									
	1 PUBLICATION OF MEETING DATES	T-16-00-858-000-800	26.34		B COMMISSION Legal Advertising	A	01/24/12	02/02/12		N
	2012 RECREATION MEETING DATES PUBLISHED									
	IN STAR GAZETTE ON 1/12/12									
	Vendor Total:		26.34							
NJPAPR	NJN PUBLISHING INC.									
	12-00108 01/23/12 LEGAL ADVERTISING	B								
	2 1/12/12 2012 REGULAR MEETING &	2-01-20-120-000-021	33.68		B CLERK Legal Advertising	A	01/23/12	02/02/12		N
	Tracking Id: 132	Advertising, Non-Legal (Non-Exempt)								
	AFFIDAVIT									
	3 1/12/12 RECREATION DEPT FEE &	2-01-20-120-000-021	82.36		B CLERK Legal Advertising	A	01/23/12	01/31/12		N

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
Item Description							Date	Date	Date	Excl
1 INK FOR FAX MACHINE			156.57	2-01-20-100-000-036	B GENERAL ADMIN Office Supplies	A	01/10/12	01/30/12	9226683	N
Tracking Id: 2430	office Supplies (General) (Non-Exempt)									
HP 56 Black + 57 Tricolor			16.99	2-01-20-100-000-036	B GENERAL ADMIN Office Supplies	A	01/10/12	01/30/12	9226683	N
2 FILE FOLDERS										
Tracking Id: 2430	office Supplies (General) (Non-Exempt)									
			173.56							
	Vendor Total:		314.12							
FFPSOL RFP SOLUTIONS INC.										
11-01121 11/01/11 PHONE SYSTEM OUTAGE			875.00	1-01-20-100-000-026	B GENERAL ADMIN Maint Other Equip	A	11/01/11	01/30/12	S 16084	N
1 PHONE SYSTEM OUTAGE										
Tracking Id: 3450	Television Equipment & Supplies (Non-Exempt)									
	Vendor Total:		875.00							
HELLANDE ROBERT HELLANDER										
12-00106 01/23/12 BASKETBALL REFEREE FEES			30.00	T-16-00-858-000-867	B YOUTH BASKETBALL Referees/Umpires	A	01/23/12	01/30/12		N
1 BASKETBALL REFEREE FEES										
Tracking Id: 3271	Sports Referee/Umpire Services (Exempt)									
1/11/12 3/4 GRADE BOYS VS. OXFORD										
	Vendor Total:		30.00							
SETON SETON NAME PLATE CO										
12-00014 01/06/12 NAME PLATE: MUNICIPAL ATTY.			27.40	2-01-20-110-000-099	B MAYOR & COUNCIL Other Expenses	A	01/06/12	01/30/12	9316988981	N
1 NAME PLATE: MUNICIPAL ATTY.										
Tracking Id: 2410	Nameplates & Awards (Non-Exempt)									
	NAME PLATE FOR:									
JUDITH KOPEN										
MUNICIPAL ATTORNEY										
QUOTE #: 13511630										
2 SHIPPING CHARGES FOR PLATE			14.45	2-01-20-110-000-099	B MAYOR & COUNCIL Other Expenses	A	01/06/12	01/30/12	9316988981	N
Tracking Id: 2410	Nameplates & Awards (Non-Exempt)									
	SHIPPING CHARGES GROUND									
			41.85							

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	Date		Excl
	11-01078 10/19/11 INTERNET - LIBRARY			B								N
	2 12/10-1/9/12 INTERNET-LIBRARY	93.39	1-01-29-390-000-076		B MUNICIPAL LIBRARY Telephone	A	10/19/11	02/01/12				
	Tracking Id: 3330	Telecommunications (General) (Non-Exempt)										
	Vendor Total:	93.39										
	VERIZON VERIZON, INC.			B								
	12-00155 02/01/12 2012 TELEPHONE USAGE											
	2 12/25-1/24/12 835-0358 DPW	79.79	2-01-31-440-000-000		B TELEPHONE	A	02/01/12	02/01/12				N
	Tracking Id: 3320	Telecommunications (General) (Exempt)										
	GARAGE FIRE SUPPRESSION SYSTEM											
	3 1/16-2/15 689-0088 DPW GARAGE	50.45	2-01-31-440-000-000		B TELEPHONE	A	02/01/12	02/01/12				N
	Tracking Id: 3320	Telecommunications (General) (Exempt)										
	4 1/16-2/15/12 689-7065 PARK	41.90	2-01-31-440-000-000		B TELEPHONE	A	02/01/12	02/01/12				N
	Tracking Id: 3320	Telecommunications (General) (Exempt)										
	5 1/16-2/15 689-3600 GEN ADMIN	767.68	2-01-31-440-000-000		B TELEPHONE	A	02/01/12	02/01/12				N
	Tracking Id: 3320	Telecommunications (General) (Exempt)										
	-----	939.82										
	12-00157 02/01/12 TELEPHONE USAGE-LIBRARY			B								
	2 1/16-2/15/12 689-0201/LIBRARY	226.73	2-01-29-390-000-076		B MUNICIPAL LIBRARY Telephone	A	02/01/12	02/01/12				N
	Tracking Id: 3320	Telecommunications (General) (Exempt)										
	Vendor Total:	1,166.55										
	VITAL VITAL COMPUTER RESOURCES INC.											
	12-00148 01/30/12 MOD IV ONLINE SERV. JAN 2012											
	1 MOD IV ONLINE SERV. JAN 2012	400.00	2-01-20-150-000-028		B TAX ASSESSMENT Contractual Svcs	A	01/30/12	02/01/12			V48985	N
	Tracking Id: 840	Computer Software Maintenance (Exempt)										
	Vendor Total:	400.00										
	WCTRES WARREN COUNTY TREASURER											
	12-00132 01/30/12 1ST QTR 2012 OPEN SPACE											
	1 1ST QTR 2012 OPEN SPACE	86,556.33	2-01-55-208-000-001		B County Taxes Payable - Open Space	A	01/30/12	01/31/12				N
	Tracking Id: 3312	Taxes - County (Exempt)										

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd	Chk/Void	1099
	Item Description						Date	Date	Date	Excl
	12-00153 02/01/12 FEB 2012 S.I.D. PAYMENT				B Special District Taxes	A	02/01/12	02/01/12		N
	1 FEB 2012 S.I.D. PAYMENT		16,666.67	2-01-55-210-000-000						
	Tracking Id: 3313			Taxes - Special Imp. District (Exempt)						
	Vendor Total:		16,666.67							
	WBPAYD WASHINGTON BOROUGH PAYROLL DED									
	12-00123 01/27/12 CURR.-FICA/MED./DCRP 1/31 PAY				B SOCIAL SECURITY	P	4917 01/27/12	01/27/12	01/27/12	N
	1 CURR.-'12 FICA-1/13/12 PAYROLL		2,926.28	2-01-36-472-000-000						
	Tracking Id: 3193			Social Security/Medicare						
	2 CURR.-'12-MED.-1/31/12 PAYROLL		684.37	2-01-36-472-000-000						
	Tracking Id: 3193			Social Security/Medicare						
	3 CURR.-'12 DCRP 1/31/12 PAYROLL		73.06	2-01-36-472-000-000						
	Tracking Id: 2571			PERS/DCRP						
	Vendor Total:		3,683.71							
	WASHD WASHINGTON DINER INC.									
	11-00161 02/01/11 ROAD CREW MEALS	B			B STREETS & ROADS-Other Contr Svcs	A	02/01/11	01/30/12		N
	3 3/23/11 ROAD CREW MEALS-SNOW		44.39	1-01-26-290-000-029						
	Tracking Id: 1730			Food (Non-Catered) (Non-Exempt)						
	4 10/29/11 ROAD CREW MEALS-SNOW		63.15	1-01-26-290-000-029						
	Tracking Id: 1730			Food (Non-Catered) (Non-Exempt)						
	5 10/30/11 ROAD CREW MEALS-SNOW		31.05	1-01-26-290-000-029						
	Tracking Id: 1730			Food (Non-Catered) (Non-Exempt)						
	Vendor Total:		138.59							
	12-00028 01/06/12 STORMS-ROAD CREW MEALS	B			B STREETS & ROADS-Other Contr Svcs	A	01/06/12	01/30/12		N
	2 1/21/12 SNOW-ROAD CREW MEALS		76.85	2-01-26-290-000-029						
	Tracking Id: 1730			Food (Non-Catered) (Non-Exempt)						
	3 1/21/12 SNOW-ROAD CREW MEALS		41.70	2-01-26-290-000-029						
	Tracking Id: 1730			Food (Non-Catered) (Non-Exempt)						
	Vendor Total:		118.55							

Vendor # Name	PO # PO Date Description	Contract PO Type	Amount	Charge Account	Acct Type Description	Stat/Chk	First Rcvd	Chk/Void	1099
Item Description							Enc Date	Date	Excl
							Invoice		
	Vendor Total:		257.14						
WAFARE WASHINGTON FIRE DEPARTMENT									
12-00190 02/02/12 2012 ANNUAL CONTRIBUTION									
1 2012 ANNUAL CONTRIBUTION	8,329.75	2-01-25-255-000-029		B FIRE DEPT Other Contr Svcs	A	02/02/12	02/02/12		N
Tracking Id: 2054 Inter-Governmental (Exempt)									
TEMP BUDGET-PARTIAL PAYMENT									
	Vendor Total:		8,329.75						
WAONE WASHINGTON ONE STOP INC.									
11-01291 12/19/11 General Supplies									
1 MISC CRAFT SUPPLIES	100.97	1-01-29-390-000-030		B MUNICIPAL LIBRARY Materials/Supplies	A	12/19/11	01/31/12	039835	N
Tracking Id: 230 Arts & Crafts Supplies (Non-Exempt)									
12-00007 01/06/12 PARK AND OR FIELD SUPPLIES									
2 FASTENERS	2.50	1-16-00-858-000-814		B PARKS & PLAYGROUNDS Materials & Supplies	A	01/06/12	01/31/12	039892	N
Tracking Id: 2550 Park & Playground Supplies (Non-Exempt)									
3 KEY	1.12	1-16-00-858-000-814		B PARKS & PLAYGROUNDS Materials & Supplies	A	01/06/12	01/31/12	040186	N
Tracking Id: 2550 Park & Playground Supplies (Non-Exempt)									
	Vendor Total:		104.59						
3.62									
WALIBR WASHINGTON PUBLIC LIBRARY									
11-01290 12/19/11 Reimb chkbooks bks/supp/postag									
2 Reimburse chkbook for books	599.62	1-01-29-390-000-033		B MUNICIPAL LIBRARY Books & Pubs	A	12/19/11	01/30/12		N
3 Reimburse chkbook supplies	711.09	1-01-29-390-000-036		B MUNICIPAL LIBRARY Office Supplies	A	12/19/11	01/30/12		N
4 Reimburse chkbook janitorial suppl	35.75	1-01-29-390-000-035		B MUNICIPAL LIBRARY Janitorial Supplies	A	12/19/11	01/30/12		N
5 Reimburse chkbook contractual	499.50	1-01-29-390-000-028		B MUNICIPAL LIBRARY Contractual Svcs	A	12/19/11	01/30/12		N
	Vendor Total:		1,845.96						
11-01298 12/22/11 Material & Supplies									
2 REPLACE 18 RECEPICALS	90.00	1-01-29-390-000-030		B MUNICIPAL LIBRARY Materials/Supplies	A	12/22/11	01/31/12		N
Tracking Id: 590 Building Maint Equip & Supplies (Non-Exempt)									
3 ELECTRICIAN REPLACED FAULTY	357.50	1-01-29-390-000-028		B MUNICIPAL LIBRARY Contractual Svcs	A	12/22/11	01/31/12		N

Vendor # Name	PO # PO Date Description	Item Description	Amount	Contract PO Type	Charge Account	Acct Type Description	Stat/Chk	Enc Date	First Rcvd Date	Chk/Void Date	Invoice	1099
	Tracking Id: 590	Building Maint Equip & Supplies (Non-Exempt)										
	OUTLETS											
	4 3/BOOKS WITH BARCODE	Books and other Publications (Non-Exempt)	48.38	1-01-29-390-000-033	B MUNICIPAL LIBRARY Books & Pubs	A		12/22/11	01/31/12			N
	Tracking Id: 510											
			495.88									
	Vendor Total:		2,341.84									
	ZEE ME ZEE MEDICAL SERVICE INC.											
	11-00087 01/19/11 REPLENISH MEDICAL SUPPLIES											
	5 REPLENISH MEDICAL SUPPLIES	First Aid Equip & Supplies (Non-Exempt)	38.25	1-01-26-310-000-030	B BUILDINGS & GROUNDS Materials/Supplies	A		01/19/11	01/30/12		NOW1574701	N
	Tracking Id: 1570											
	Vendor Total:		38.25									
	YU ZHAOOU YU											
	12-00140 01/30/12 RDMPT C#11-00004 16/11.01 2-7											
	1 C#11-00004 REDEEMED 2-7-12	Tax Title Lien Redemptions (Exempt)	2,886.02	2-01-55-273-000-000	B Tax Redemptions	A		01/30/12	01/30/12			N
	Tracking Id: 3314											
	REDEMPTION OF C#11-00004 FOR BLOCK 16											
	LOT 11.01 PER R#38-2012 ON 2-7-12 KS											
	Vendor Total:		2,886.02									
	Total Purchase Orders:	100 Total P.O. Line Items:	206	Total List Amount:	1,596,075.13	Total Void Amount:	0.00					

Fund Description	Fund	Budget Total	Revenue Total
OPERATING FUND	1-01	26,129.13	0.00
OPERATING FUND	2-01	1,296,216.63	0.00
SEWER OPERATING FUND	2-05	148,123.12	0.00
	Year Total:	1,444,339.75	0.00
DEVELOPER'S ESCROW FUND	T-13	124,148.09	0.00
RECREATION TRUST	T-16	1,458.16	0.00
	Year Total:	125,606.25	0.00
	Total of All Funds:	1,596,075.13	0.00