

**Borough of Washington
Agenda
Re-organizational Meeting**

January 2, 2013

7:00 PM

OPENING:

7:00 P.M.

FLAG SALUTE

STATEMENT OF ADEQUATE NOTICE

SWEARING IN OF COUNCIL MEMBERS

Scott McDonald
Richard Thompson
Ethel Conry

ROLL CALL:

Clerk will call the Roll

ELECTION OF DEPUTY MAYOR

RESOLUTIONS:

1. Resolution #1-2013 – Temporary Budget
2. Resolution #2-2013 – Temporary Budget for Municipal Sewer Utility
3. Resolution #3-2013 – Establishing a Cash Management Plan and Naming Official Depositories
4. Resolution #4-2013 – Tax Interest Rates
5. Resolution #5-2013 – Sewer Interest Rates
6. Resolution #6-2013 –Municipal Attorney
7. Resolution #7-2013 - Municipal Public Defender

8. Resolution #8-2013 – Municipal Auditor
9. Resolution #9-2013 – Establishing Meetings for the Year of 2012
10. Resolution #10-2013 – Planning Board – Class III Member (Council Member)
11. Appointment by Mayor #11-2013 – Planning Board – Class II Member (Employee Member)
12. Resolution #12-2013 – Business Improvement District – Council Board Member.
13. Resolution #13-2013 – Resolution to Renew Membership in the Statewide Insurance Fund and Designating the Borough Manager as the Statewide Insurance Fund Commissioner for the Year 2013 and the CFO as Alternate Insurance Fund Commissioner.
14. Resolution #14 - 2013 – Appointing Risk Management Consultant for the Year 2013.
15. Resolution #15 - 2013 – Appointment of Tax Appeal Attorney
16. Resolution #16 – 2013 Appointment of Municipal Bond Attorney.
17. Resolution #17-2013 Resolution Authorizing a Petty Cash Fund
18. Resolution #18-2013 Appointment of Municipal Engineer
19. Resolution # 19-2013 Appointment of Municipal Wastewater Engineer
20. Resolution #20-2013 Library Board Appointment – Lorraine McGovern
21. Resolution #21-2013 Recreation Commission Appointment – Jeff Haines
22. Resolution #22-2013 Recreation Commission Appointment – Adam Robinson
23. Resolution #23-2012 Board of Adjustment Appointment – Frank Mangiacotti
24. Reappointments for Council Subcommittees
 1. Appointment of Recreation Commission Liaison – Rich Thompson
 2. Senior Services (Deputy Mayor)
 3. Website/Technology Committee
 4. Streets Committee
 5. Codebook Review Committee
 6. Sewer Committee

AUDIENCE:

COUNCIL REMARKS:

ADJOURNMENT:

RESOLUTION # 1-2013

**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 2013 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, 2013; and

WHEREAS, the total temporary appropriations in the 2013 budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$1,465,479.04; and

WHEREAS, 26.25% of the total appropriations in the 2012 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2011 Budget is the sum of \$1,652,662.53

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	\$1,475,996.04
TOTAL CAPITAL AND DEBT SERVICE	\$841,047.59
TOTAL ALL TEMPORARY APPROPRIATIONS:	\$2,317,,043.63

GENERAL ADMIN SW	13,828.16
GENERAL ADMIN OE	6,457.50
MAYOR & COUNCIL Part Time	4,265.63
MAYOR & COUNCIL OE	1,854.56
CLERK SW	20,446.25
CLERK OE	3,386.25
FINANCIAL ADMIN SW	25,339.48
FINANCIAL ADMIN OE	3,937.50
AUDIT SERVICES	12,990.00
TAX COLLECTION SW	22,111.77
TAX COLLECTION OE	1,854.56
TAX ASSESSMENT SW	8,991.33
TAX ASSESSMENT OE	5,499.38
LEGAL OE	18,112.50
ENGINEERING	13,125.00
DOWNTOWN REDEV OE	-

PLANNING BOARD Part Time	998.06
PLANNING BOARD OE	2,713.55
BOARD OF ADJ Part Time	1,064.57
BOARD OF ADJ OE	1,460.38
LOCAL CODE ENF SW	6,559.61
LOCAL CODE ENF OE	472.50
P.E.O.S.H.A	
LIABILITY INSURANCE	115,770.00
GROUP HEALTH INSURANCE	54,862.50
UNEMPLOYMENT INSURANCE	1,706.25
POLICE DEPT OE	608,634.39
EMERGENCY MGMT Part Time	1,338.75
EMERGENCY MGMT OE	262.50
AID TO FIRE DEPT OE	8,746.24
AID TO VOL AMBULANCE OE	
FIRE & SAFETY CODE ENF SW	6,064.30
FIRE & SAFETY CODE ENF OE	1,207.50
FIRE HYDRANTS	18,112.50
STREETS & ROADS SW	111,404.05
STREETS & ROADS OE	28,438.46
SOLID WASTE COLLECTION	74,287.50
BUILDINGS & GROUNDS SW	3,234.09
BUILDINGS & GROUNDS OE	8,582.44
SHADE TREE COMMISSION SW	250.08
SHADE TREE COMMISSION OE	3,543.75
Municipal Services reimbursement	10,000.00
ANIMAL CONTROL Part Time	2,693.01
RECREATION SW - Part-Time	10,500.00
RECREATION OE	1,837.50
MUNICIPAL LIBRARY OE	45,313.55
CELEBRATION OF PUBLIC EVENTS	-
ELECTRICITY	14,175.00
TRAFFIC LIGHTS OE	21,393.75
TRAFFIC LIGHTS Street Lighting	525.00
TELEPHONE	5,250.00
WATER	3,150.00
NATURAL GAS	7,875.00
GASOLINE & DIESEL	6,037.50
SOLID WASTE DISPOSAL	45,517.50
PERS	
SOCIAL SECURITY	21,000.00
PFRS	-
DCRP	1,050.00
Municipal Alliance - State Share (DEDR)	10,517.00
Municipal Alliance - Local Share	1,958.00
MUNICIPAL COURT OE	43,714.39
PUBLIC DEFENDER - Legal Services	1,575.00
CAPITAL IMPROVEMENT	
BOND PRINCIPAL	470,000.00
PAYMENT OF BAN & CAPITAL NOTES	-

TAX ANTICIPATION NOTES - PRINCIPAL	-
TAX ANTICIPATION NOTES - INTEREST	21,000.00
INTEREST ON BONDS	310,344.59
INTEREST ON NOTES	-
GREEN TRUST LOAN PRIN & INTEREST	39,703.00
RESERVE FOR UNCOLLECTED TAXES	-

Total 2013 Temporary Budget **\$2,317,043.63**

RESOLUTION # 2-2013

**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 2013 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, 2013; and

WHEREAS, the total temporary appropriations in the 2013 sewer utility budget, exclusive of any appropriations made for interest, and debt redemption charges, grants and capital improvements, is the sum of \$288,370.83.00; and

WHEREAS, 26.25% of the total appropriations in the 2012 Budget, exclusive of any appropriation made for interest and debt redemption charges, grants and capital improvements in said 2012 Budget is the sum of \$291,932.77

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 – 2013 SEWER UTILITY

Operations:

Salary and Wages	\$23,528.14
Other Expenses	\$263,136.45
Social Security	\$1,706.25

**TOTAL APPROPRIATIONS WITHIN
26.25% LIMITATION: \$288,370.83**

Capital and Debt Service	
Bonds Principal	\$80,000.00
Bonds Interest	\$24,000.00
Environmental Trust / Fund Principal and Interest	\$871,831.44
Deferred Charges Unfunded	\$459,613.00

TOTAL CAPITAL AND DEBT SERVICE: \$1,435,444.44

TOTAL ALL TEMPORARY APPROPRIATIONS: \$1,723,815.27

3-2013
**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, 2013 through December 31, 2013.

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

I. STATEMENT OF PURPOSE

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

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

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

Current Fund
Payroll Trust Fund
Agency Account
Sewer Utility Revenue Account
Developers' Escrow Trust Funds
Municipal Court General Account
Municipal Court Bail Account
Open Space Accounts
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
Provident

Peapack Gladstone Bank
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
PNC Bank
Valley National Bank
Millington Savings Bank
Provident
The Depository Trust Company
Investors Savings
Wells Fargo

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
Valley National Bank
Millington Savings Bank
Provident
The Depository Trust Company
Investors Savings
Wells Fargo

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.

VII. 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)

VIII. 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.

IX. TERM OF THE PLAN

This plan shall be effective January 1, 2013 through December 31, 2013. 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 4-2013

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 2012.

Ayes:
Nays:
Abstained:

Kristine Blanchard, RMC
Borough Clerk

RESOLUTION 5-2013

INTEREST RATES- SEWER

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

WHEREAS, municipal charges; namely sewer charges are payable in quarterly installments on **March 1st, June 1st, September 1st and December 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 sewer payments 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 sewer for the Calendar Year of 2012.

Ayes:

Nays:

Abstained:

Kristine Blanchard, RMC
Borough Clerk

RESOLUTION 6-2013
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 30, 2012 indicating they will provide the above-referenced services at the negotiated rates for 2013; 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.



BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council
FROM: K Blanchard
DATE: December 27, 2012
SUBJECT: Determination of Value (Municipal Attorney – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more than \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Gebhardt & Kiefer
1318 Route 31
P.O. Box 4001
Clinton, NJ 08809

RESOLUTION 7-2013
AUTHORIZING 2013 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 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.



MEMORANDUM

TO: Mayor and Council

FROM: K. Blanchard

DATE: December 18, 2012

SUBJECT: Determination of Value (Municipal Public Defender – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more than \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Winegar, Wilhelm, Glynn & Roemersma
305 Roseberry Street
P.O. Box 800
Phillipsburg, NJ 08865

RESOLUTION 8-2013
AUTHORIZING 2013 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 1, 2012 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2013; and

WHEREAS, Ferraioli, Wielkocz, Cerullo & Cuva has completed and submitted a Business Entity Disclosure Certification which certifies that Ferraioli, Wielkocz, 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, Wielkocz, 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, Wielkocz, 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, Wielkocz, Cerullo & Cuva.



MEMORANDUM

TO: Mayor and Council
FROM: K. Blanchard
DATE: December 18, 2012
SUBJECT: Determination of Value (Municipal Auditor – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more that \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Ferraioli, Wielkocz, Cerullo & Cuva
100B Main Street
Newton, NJ 07860

RESOLUTION 9-2013

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.

Kristine Blanchard, RMC

SCHEDULE OF 2013 REGULAR MEETINGS

BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY

Council Chambers 7:00 pm

REGULAR MEETINGS:

January 2, 2013	July 2, 2013
January 15, 2013	July 16, 2013
February 5, 2013	August 6, 2013
February 19, 2013	August 20, 2013
March 5, 2013	September 3, 2013
March 19, 2013	September 17, 2013
April 2, 2013	October 1, 2013
April 16, 2013	October 15, 2013
May 7, 2013	November 6, 2013 **
May 21, 2013	November 19, 2013
June 5, 2013 **	December 3, 2013
June 18, 2013	December 17, 2013

Official Action May be Taken

** Wednesday Meeting

ORGANIZATIONAL MEETING: January 7, 2014**

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 10-2013

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.

Name
Ethel Conry

Term to expire on **January 1, 2014.**

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

The above Resolution was moved by _____, seconded by _____, voted and carried this 2nd day of January, 2013.

Roll Call: Ayes:
 Nays:
 Abstained:

Kristine Blanchard, RMC
Borough Clerk

CC:
 Planning Board
 Appointee

APPOINTMENT 11-2013

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.

Rick Monus

Term to expire on **January 1, 2014.**

The above Declaration was an appointment made by the Mayor.

Kristine Blanchard, RMC
Borough Clerk

CC: Planning Board
Appointee

RESOLUTION 12-2013

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 and Council have designated the following person their appointee;

NOW, THEREFORE, BE IT RESOLVED, that the following named person is appointed to the BID BOARD for a term ending **1/01/2014**

Jeanine Gleba

The above resolution was moved by _____, seconded by _____, voted and carried this 2nd day of January, 2013.

Roll Call:

Ayes:

Nays:

Abstain: 0

Kristine Blanchard, RMC

Borough Clerk

Resolution 13-2013

STATEWIDE INSURANCE FUND

RESOLUTION APPOINTING FUND COMMISSIONER

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

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

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

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

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

Name of Entity: Washington Borough

By: _____
Mayor

ATTEST:

Clerk

This Resolution agreed to the ___ day of _____, 20___ by a vote of:

___ Affirmative ___ Abstain ___ Negative ___ Absent

Resolution 14-2013

RESOLUTION APPOINTING RISK MANAGEMENT CONSULTANT

WHEREAS, Washington Borough (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 Warren and State of New Jersey, as follows:

1. Washington Borough hereby appoints D&H Alternative Risk Solutions, Inc. its local Risk Management Consultant.
2. The Borough Manager (*authorized representative of the public entity*) and Risk Management Consultant are hereby authorized to execute the Risk Management Consultant's Agreement for the year 2013 in the form attached hereto.

Name of Entity: Washington Borough

Attest:

Name and title

Certification

I, _____, Clerk of the _____,
County of _____, do hereby certify the foregoing to be a true and correct
copy of a Resolution adopted by the governing body on _____, 20____

Clerk

Witness my hand and seal of the

_____ of _____

**2013 FUND YEAR
STATEWIDE INSURANCE FUND**

RISK MANAGEMENT CONSULTANT'S AGREEMENT

THIS AGREEMENT entered into this 2nd day of January 2013, among the Statewide Insurance Fund ("FUND"), a joint insurance fund of the State of New Jersey, Washington Borough ("MEMBER") and D&H Alternative Risk Solutions, Inc. ("CONSULTANT") through a fair and open process, pursuant to N.J.S.A. 19:44A-20.4.

WHEREAS, the CONSULTANT has offered to the MEMBER professional risk management consulting services as required by the Bylaws of the FUND; and

WHEREAS, the CONSULTANT has advised the FUND that he/she is familiar with the terms, conditions and operations of the FUND; and

WHEREAS, the MEMBER desires these professional services from the CONSULTANT; and

WHEREAS, the MEMBER has complied with relevant law in regard to the appointment of a Risk Management Consultant; and

WHEREAS, the Bylaws of the FUND require that members engage a CONSULTANT and that the CONSULTANT comply with certain requirements set forth therein.

NOW, THEREFORE, the parties in consideration of the mutual promises and covenants set forth herein, agree as follows:

1. For and in consideration of the amount stated hereinafter, the CONSULTANT shall:
 - (a) assist in evaluating the MEMBER'S exposures and advise on matters relating to the Member's operation and coverage.
 - (b) explain to the MEMBER, or its representatives, the various coverages available from the FUND.
 - (c) explain to the MEMBER, or its representatives, the terms of the member's commitment and obligations to the FUND.
 - (d) explain to the MEMBER, or its representatives the operation of the FUND.
 - (e) prepare applications, statements of values, etc., on behalf of the MEMBER, if required by the FUND.
 - (f) review the MEMBER'S assessment and assist in the preparation of the MEMBER'S insurance budget.

- (g) review losses and engineering reports and provide assistance to the MEMBER'S safety committee, if required.
- (h) assist in the claims settlement process, if required, by MEMBER or FUND.
- (i) attend the majority of meetings of the Fund Commissioners or Executive Committee, if requested, and perform such other services as required by the MEMBER or the FUND.
- (j) comply with the obligations imposed upon Risk Managers in the FUND's Bylaws.
- (k) act in good faith and fair dealing to the FUND.
- (l) perform other duties for the FUND as may be required from time to time by the FUND.

2. In exchange for the above services, the CONSULTANT shall be compensated in the following manner:

- (a) The CONSULTANT shall be paid by the FUND, on behalf of the MEMBER, a fee as compensation for services rendered. Said fee, an apportionment of the MEMBER's assessment: 6% of workers' compensation (excluding any fees, PLIGA, and loss ratio apportionment); 7.5% of all lines assessment (excluding any fees, PLIGA, and loss ratio apportionment); and 10% of Selective umbrella assessment (excluding fees, PLIGA and administrative expenses).
- (b) The CONSULTANT shall be entitled to compensation for services provided during any calendar year only if the CONSULTANT has been appointed and holds the position of Risk Management Consultant, as of January 31 of the said calendar year for counties and municipalities holding general elections and July 30 for municipalities holding regular elections.
- (c) For any insurance coverages authorized by the MEMBER to be placed outside the FUND, the CONSULTANT shall receive as compensation the normal brokerage commissions paid by the insurance company. The premiums for said policies shall not be added to the FUND's assessment in computing the fee set forth in 2(a).
- (d) If the MEMBER shall require of the CONSULTANT extra services other than those outlined above, the CONSULTANT shall be paid by the MEMBER a fee at a rate to be negotiated by the parties.

3. The term of this Agreement shall be from **January 1, 2013 to January 1, 2014**. However, this Agreement may be terminated by either party at any time by mailing to the other thirty (30) days written notice, certified mail return receipt.

4. The CONSULTANT shall comply with all laws applicable to producers who provide insurance products to public entities and shall comply with all applicable statutes and regulations relating to joint insurance funds.

5. The CONSULTANT agrees to comply with all affirmative action laws applicable and to submit all necessary documentation establishing compliance within seven (7) days of this Agreement.

ATTEST:

Member Representative

ATTEST:

Risk Management Consultant Corporate Officer

ATTEST:

Statewide Insurance Fund Chairperson

RESOLUTION 15-2013

**RESOLUTION AUTHORIZING 2013 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 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.



MEMORANDUM

TO: Mayor and Council
FROM: K. Blanchard
DATE: December 18, 2012
SUBJECT: Determination of Value (Municipal Tax Appeal Attorney – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more than \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Richard M. Conley, LLC
122 Main Street
P.O. Box 662
Flemington, NJ 08822

RESOLUTION 16-2013
AUTHORIZING 2013 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 1, 2012 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2013; 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.



MEMORANDUM

TO: Mayor and Council
FROM: K Blanchard
DATE: December 18, 2012
SUBJECT: Determination of Value (Municipal Bond Attorney – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more that \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Gibbons, PC
1 Gateway Center
Newark, NJ 07102

RESOLUTION #17-2013

**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 2nd day of January, 2013, 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.

Roll Call: Ayes: Nays:

Kristine Blanchard, RMC
Borough Clerk

RESOLUTION 18-2013
AUTHORIZING 2013 PROFESSIONAL SERVICES CONTRACT WITH FINELLI
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, Finelli Consulting Engineers has submitted a proposal dated November 29, 2012 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2013; and

WHEREAS, Finelli Consulting Engineers has completed and submitted a Business Entity Disclosure Certification which certifies that Finelli 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 Finelli 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 Finelli 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 Finelli Consulting Engineers.



BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council
FROM: K. Blanchard
DATE: December 18, 2012
SUBJECT: Determination of Value (Municipal Engineer – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more that \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Finelli Consulting Engineers
205 Rt. 31 North
Washington NJ 07882

RESOLUTION 19-2013
AUTHORIZING 2013 PROFESSIONAL SERVICES CONTRACT WITH VAN CLEEF
ENGINEERING ASSOCIATES 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, Van Cleef Engineering Associates has submitted a proposal dated October 1, 2012 indicating they will provide the above-referenced services at the rates listed in their fee schedule for 2013; and

WHEREAS, Van Cleef Engineering Associates has completed and submitted a Business Entity Disclosure Certification which certifies that Van Cleef Engineering Associates 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 Van Cleef Engineering Associates 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 Van Cleef Engineering Associates 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 Van Cleef Engineering Associates.



BOROUGH MANAGER

MEMORANDUM

TO: Mayor and Council
FROM: K. Blanchard
DATE: December 18, 2012
SUBJECT: Determination of Value (Municipal Waste Water Engineer – 2013)

It has been determined that the value of the above referenced purchase will cause us to spend more than \$17,500 in aggregate with this vendor during the previous twelve (12) months.

Van Cleef Engineering Associates
755 Memorial Parkway Suite 110
Phillipsburg, NJ 08865

RESOLUTION # 20-2013

**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.

Lorraine McGovern
Name

Roll Call: Ayes:
 Nays:
 Abstain:

Kristine Blanchard, RMC
Borough Clerk

RESOLUTION 21-2013

RECREATION COMMISSION APPOINTMENT

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 Commission with the consent of the Borough Council; and

WHEREAS, The Council does approve of this transfer.

NOW, THEREFORE, BE IT RESOLVED, that the following named person is appointed as Recreation Commissioner.

Commissioner

Term Ending

Jeff Haines

12/31/17

Kristine Blanchard, RMC

RESOLUTION 22-2013

RECREATION COMMISSION APPOINTMENT

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 Commission with the consent of the Borough Council; and

WHEREAS, The Council does approve of this transfer.

NOW, THEREFORE, BE IT RESOLVED, that the following named person is appointed as Recreation Commissioner.

<u>Commissioner</u>	<u>Term Ending</u>
Adam Robinson	12/31/17

Kristine Blanchard, RMC

RESOLUTION 23-2013

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 **December 31, 2016**.

Frank Mangiacotti

Roll Call:

Ayes:

Nays:

Abstain:

Kristine Blanchard, RMC

Borough Clerk