

**BOROUGH OF WASHINGTON, WARREN COUNTY, NJ**  
**COUNCIL AGENDA**  
**December 15, 2015**  
**7:00 PM**

**STATEMENT OF ADEQUATE NOTICE:**

**ROLL CALL:** Clerk will call the Roll

**PROCLAMATION:**

**COUNCIL APPEARANCE:**

Washington Borough Recreation – Presented by Victor Cioni  
Washington Borough Business Improvement District – Presented by John  
Montaverde

**AUDIENCE:**

Remarks, petitions, statements and testimony from guests

**REPORTS**

Monthly Code Enforcement - November 2015  
Municipal Court Borough of Washington – November 2015

**COMMITTEE REPORTS:**

**OLD BUSINESS:**

**ORDINANCES:**

**NEW BUSINESS:**

1. Amendment to the Shared Services Agreement for the Library
2. Resolution 200-2015 Redemption of Tax Certificate
3. Resolution 201-2015 Redemption of Tax Certificate
4. Resolution 202-2015 Redemption of Tax Certificate

**VOUCHERS**

**RECAP**

**COUNCIL REMARKS:**

Remarks, Reports, Discussions

**EXECUTIVE SESSION:**

(If necessary)

**ADJOURNMENT:** \_\_\_\_\_ P.M.

*PROCLAMATION*  
*OF THE*  
*BOROUGH OF WASHINGTON*

**WHEREAS**, Donald Henry began employment with the Borough of Washington as Equipment Operator in 1985 with the Department of Public Works, and was promoted to Assistant Supervisor of Public Works in 1999; and

**WHEREAS**, Donald Henry has served the Borough of Washington with skill, dedication and commitment above and beyond the expectations of the community; and

**WHEREAS**, Donald Henry has retired after 30 years of service to the Borough of Washington on December 31, 2015; and

**WHEREAS**, Donald Henry will always be remembered by his fellow workers for his dedication, willingness to help others and for his drive and focus during his 30 years of service; and

**WHEREAS**, the Mayor, on behalf of the entire Council of the Borough of Washington, desires to express the appreciation of the entire community to Donald Henry for his many years of service to the Department of Public Works of the Borough of Washington

**NOW, THEREFORE, BE IT PROCLAIMED** by Scott McDonald, the Mayor of the Borough of Washington, in the County of Warren, State of New Jersey that the heartfelt appreciation of the Mayor and Council of the Borough of Washington and all its inhabitants are hereby expressed to Donald Henry for the years of public service to the Borough of Washington.

**BE IT FURTHER PROCLAIMED** that this Proclamation be duly embossed, signed by the Mayor, publicly presented to Donald Henry on December 15, 2015, and forever recorded in the official records of the Borough of Washington as an everlasting tribute to Donald Henry by an appreciative and thankful community.

Presented on this fifteenth day of December, 2015.

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Scott McDonald, Mayor

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*OF THE*  
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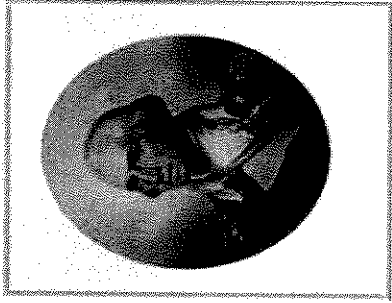
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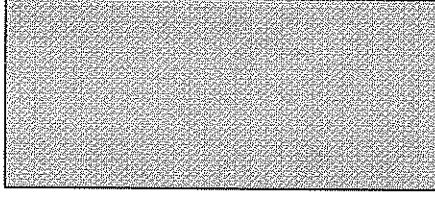
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Scott McDonald, Mayor



# WASHINGTON BOROUGH RECREATION

PRESENTED BY VICTOR CIONI



# STATE OF RECREATION 2015

The Recreation Commission would like to present to the Borough Council a 'State of Recreation Affairs' for all that has been done in the past 12 months or so. The entire Commission has worked as a team along with the Borough Manager, DPW, Volunteers, the Borough Mayor and Council to continue our goal of making Washington Borough Recreation a success.

# HIGHLIGHTS OF RECENT ACCOMPLISHMENTS

•The new children's Splash Pad was a huge success and was very well received by the community! As of 2015 we are the only municipality in Warren County that has both a splash pad and a baby pool. All of this was accomplished without the need to raise any of our rates or use taxpayer monies.

•Washington Borough Pool season was again profitable and we were fortunate to have such great weather this summer. This is the third year in a row where we were profitable.

•The entire pool was re-caulked, scraped, floor sanded and patched as well as repainted to begin the 2015 season. Thank you again to Borough Council for assistance in this project.

•6 new Wireless cameras are to be installed at Borough park with recreation funds as well as some donations from local businesses. These cameras will secure the park and be linked to the Washington Police Department and their smart phones.

•Additional playground mulch has made the park safer and more appealing. This will likely be done yearly as part of routine park upkeep.

•We continue to power wash the Play Set Areas as well as the Pavilion but graffiti and vandalism still remain a problem at those and other areas.

•The pool officially opened on Friday June 13th and we finalized our pool season on Labor Day.

•Aqua Zumba continues to be very well received and has grown and will return next season.

•Online ACH payments for Recreation sports and activities continues to be a huge efficiency for our Recreation department as well as active parents. **Almost 60%** of registrants now use the online system.

•2 new mature trees were planted in the place of those removed last year. Special thank you to Kathy Halpin and the Shade Tree Commission for that!

•Pavilion joist damage was repaired and the security lighting also upgraded.

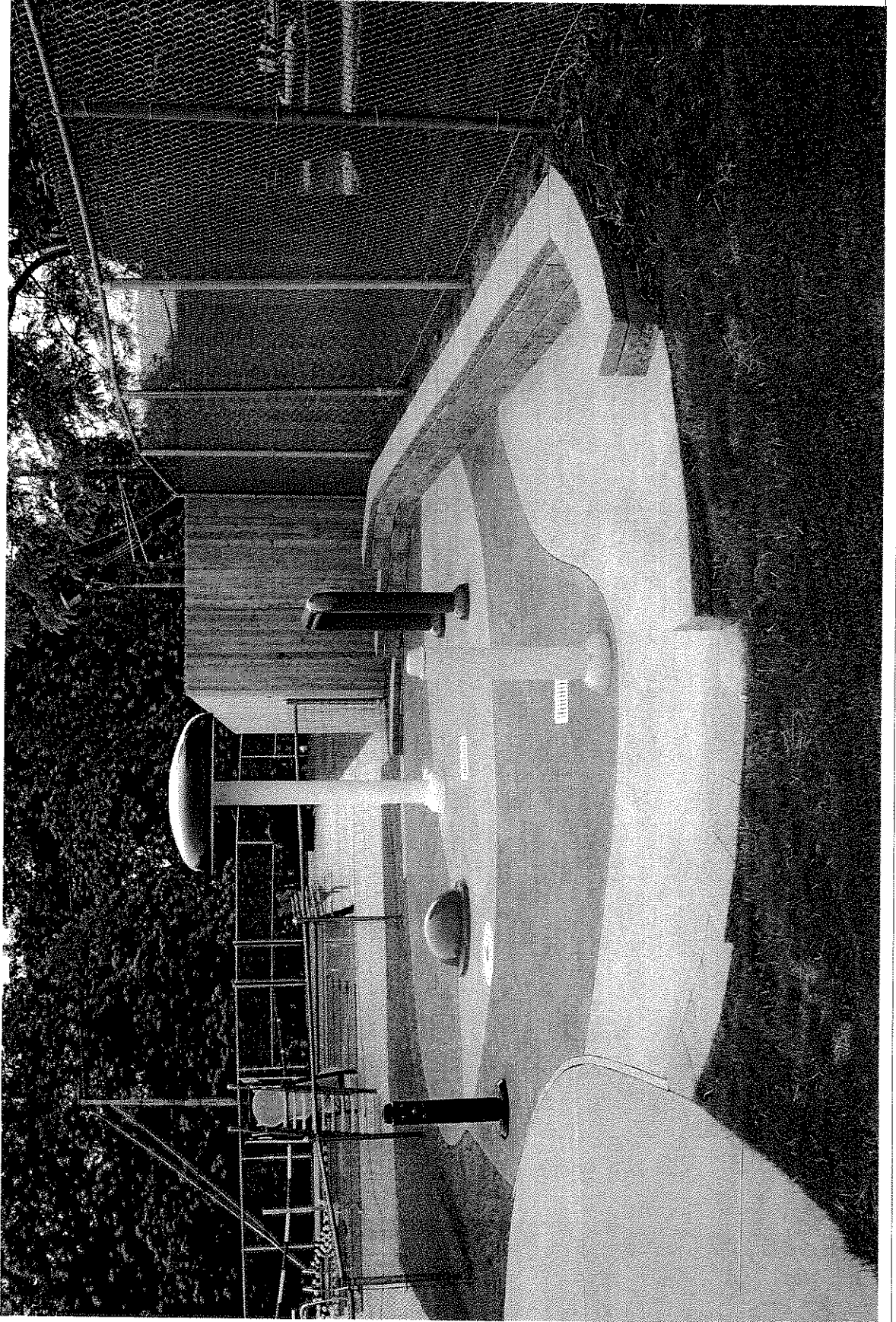
•Men's Softball returned in 2015 with teams playing all the way through mid August. Next year the league will expand and with the addition of the ball field netting we will look to a partnership with Warren Hills High School and other organizations for more games and clinics played at Borough Park.

# HIGHLIGHTS OF RECENT ACCOMPLISHMENTS

- Our annual town-wide 5K Race was back for year 4 and this year in light of the tragedy of loss of Evan Murray, we donated half our profits to his scholarship fund. Thank you to all of our generous donors that helped make this event possible.
- Child swim lessons program are available and we also offer sessions in the evenings for working parents. We saw an increase in private lessons this season
- Our Recreation TV pool commercial ran for 2 months on very prominent cable channels. We will continue to use this each spring.
- The monthly messenger article is widely distributed and consistently sends a positive message about Washington Borough Recreation!
- Our Washington Sharks Swim Team membership was at 58 swimmers and had a very successful 2015 season
- Our Lil' Hoopsters Basketball Clinic continues to be a very successful Winter activity at Taylor street school with 35 kids for 2015. The program is for kids in K-2nd!
- Our Summer Tennis Clinic returned this season in conjunction with Warren Hills Tennis and will continue next season. We had a record 20 children participate.
- We installed new baseball netting and posts at Borough park with the assistance of the Borough and as a result we are not only safe and compliant but we now can offer the venue to a multitude of baseball and softball venues.
- With the assistance of Veolia water we completed a needed water pipe replacement project at the pool area. All materials and connections were provided by Veolia water. ***This projects saves the Borough about \$600/month in water loss.***
- New vending machines added outside of pool house and grandstand for any after hour activities.
- Boro Soccer enjoyed a season with over 110 kids.



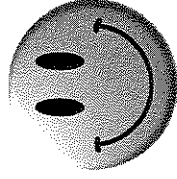
# New Splash Pad



# HIGHLIGHTS OF RECENT ACCOMPLISHMENTS

- We purchased and installed a custom pool cover at the end of this season. **Recreation paid the entire cost of over \$17,000.**
  - This enables us to have a much easier and faster spring cleanup of the pool as well as it will provide much greater durability of the pool paint and caulking.
  - DPW will assist in removing and storing it each season.
- New Posts and netting at Borough Park. Recreation paid 50% of the cost to promote existing programs as well as recruit new ones (baseball)

• NO POOL WATER LEAKS!



## Some concerns for the future

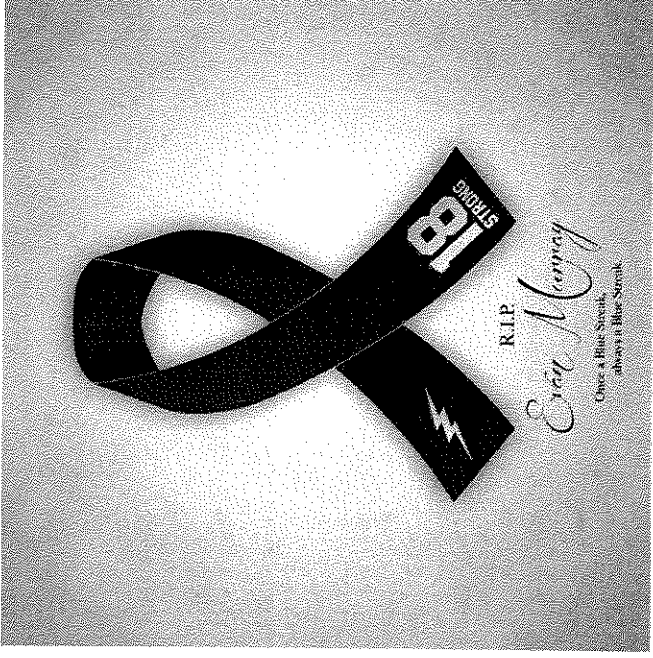
One of the main concerns relating to the pool and snack bar is the mandatory increases in salaries to attract and retain quality workers. While our pool prices have remained flat, salaries, food costs and other items have consistently gone up each year. We are trying to keep from raising costs by gaining pool memberships and day trippers but soon we may need to raise our rates to remain self sustaining. Reference slide # 15

# PROCESS IMPROVEMENT

- We continually do a post season short survey and send it to the participating parents. The feedback is shared with the Director and Commission liaison in order to better prepare for next season.
- Our process of state and national background checks on all coaches and assistant coaches of all Borough sponsored programs.
- The Commission created a member's manual for all sports/program liaisons role and responsibilities/Guidelines so that new members can quickly be brought up to speed on their respective sport or activity
- We present Certificates of Appreciation to any donor to show our appreciation for their generosity.

## 5K Race/1 Mile Kids Run 2015

This year Recreation donated half our profits from the race to the Evan Murray Scholarship fund. It was a small gesture on our part to help a member of our Washington family. We were able to donate \$335 to the fund.



## TEAM IDENTITY

- In 2014 we introduced a team name and design to bring about an identity and build a tradition in Washington Borough Sports. All Borough teams will now be the 'Bears'. This also coincides with Taylor Street School and Memorial schools.



# PROGRAM MEMBERSHIP 2014/2015

## Sport Comparisons: 2014 vs. 2015

	<u>Participants</u>	<u>Total Revenue</u>	<u>Resident</u>	<u>Total Expenses</u>	<u>Profit/Loss</u>
<u>Softball</u>					
2014	57	\$ 3,330.00	Boro	\$ 2,915.52	\$ 414.38
2015	55	\$ 3,030.00	Boro	\$ *4,491.39	\$ (1,461.39)
	* \$1,445 used to purchase new uniforms, and \$440 to set up new Pony team equipment				
<u>Karate</u>					
2014	65	\$ 3,165.00	N/A	\$ 1,480.00	\$ 1,285.00
2015	84	\$ 4,100.00	N/A	\$ 1,965.00	\$ 2,135.00
<u>Soccer</u>					
2014	118	\$ 5,797.50	Boro	\$ 3,793.70	\$ 2,003.80
2015	111	\$ 6,180.00	Boro	\$ 1,830.00	\$ 4,350.00

# PROGRAM MEMBERSHIP 2014/201

	Participants	Total Revenue	Resident	Total Expenses	Profit/Loss
<u>Men's Softball</u>					
2014	4 teams	\$1,490.00	N/A 1,246.66	\$ 243.34	\$
2015	4 teams	\$ 2,000.00	N/A	\$ 1,145.00	\$ 855.00
<u>Swim Team</u>					
2014	35	\$1,815.00	Boro		
	20	\$1,072.50	Non-Boro		
	55	\$2,887.50		\$2,134.00	\$ 753.50
	*includes \$1,050.00 contribution from swim team towards coaches salaries.				
2015	59	\$4,297.50*		\$3,845.27	\$ 452.23
	includes \$1,300.00 contribution from swim team towards coaches salaries.				
<u>Swim Lessons</u>					
2014	183	\$12,943.00		\$5,719.53	\$ 7,223.47
2015	137	\$ 9,524.00		\$8,137.00	\$ 1,387.00



# PROGRAM MEMBERSHIPS 2014/2015

	Participants	Total Revenue	Resident	Total Expenses	Profit/Loss
Aqua Zumba					
2014	16	\$ 128.00	Member		
	84	\$ 840.00	Non-Members	\$ 555.70	\$412.30
	100	\$ 968.00			
2015	25	\$ 200.00	Member		
	133	\$ 1,330.00	Non-Members		
	158	\$ 1,530.00		\$ 928.70	\$601.38
Tennis Clinic					
2014	14	\$ 770.00	N/A	\$ 125.51	\$ 644.49
2015	21	\$ 1,155.00	N/A	\$ 253.91	\$ 901.09
Youth Basketball					
2013	73	\$4,320.00	Borough	\$ 4,013.72	\$ 306.28
Lil' Hoopster Clinic (2014)	30	\$ 870.00	Borough	\$ 230.00	\$ 640.00
2014	89	\$ 5,310.00		*\$ 4,000.00	\$1,310.00
Lil' Hoopsters Clinic (2015)	35	\$ 1,020.00		230.00	\$ 760.00
* anticipated expenses based on previous year. Season begins Dec 2014 and runs through March 2015					
**For the Lil' Hoopsters clinic this year we are looking to get T-Shirt sponsors which will eliminate the \$230 expense. At the time of the presentation we had not yet secured the donors.					

# PROGRAM MEMBERSHIPS 2014/2015

	Participants	Total Revenue	Resident	Total Expenses	Profit/Loss
<u>Street Hockey</u>					
2014	59	\$ 2,900.00	N/A	\$ 1,190.25	\$ 1,709.75
2015	51	\$ 2,350.00	N/A	\$ 857.00	\$ 1,493.00
<u>5k / 1 Mile Fun Run</u>					
2014	67	\$ 1,785.00	N/A	\$ 1,710.92	\$ 74.08
2015	73	\$ 2,520.00	N/A	\$ 1,851.00	\$ 669.00

# UNEXPECTED EXPENDITURES

## Paid out of Recreation Trust

•Professional Pool repairs to cracks and concrete	\$3,250.00
•Remove and Replace Wading Pool Filtration System	\$2,585.00 (2016 Budget)
•Remove and Replace Wading Pool Pump	\$1,665.00 (2016 Budget)
•Pool Probes	\$ 795.00
•Electrical Repairs	\$ 892.00
•Plumbing Repairs	\$ 482.00
•Filter Gasket & Cover Replacements	\$ 1,832.60
•Equipment Replacement	\$ 292.00

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\$11,793.60

# POOL REVENUE BREAKDOWN

Pool	2013	2014	2015
<u>Fee Based Revenue</u>			
Concession Stand	\$10,572.00	\$ 10,489.25	\$17,305.50
Pool Daily Admission	\$20,969.00	\$ 18,895.00	\$27,366.00
Pool Memberships	\$22,023.00	\$ 24,977.50	\$28,642.50
Swim Lessons	\$11,290.00	\$ 12,943.00	\$9,361.50
Swim Team	\$ 1,815.00	\$ 2,887.50	\$4,297.50
<b>Total Revenue</b>	<b>\$ 66,669.00</b>	<b>\$ 70,192.25</b>	<b>\$86,973.00</b>
<u>Salary Expenses (Seasonal)</u>			
Concession Stand Salaries	\$ 3,862.00	\$ 8,140.54	<b>\$6,781.59</b>
Swim Lesson Salaries	\$ 5,126.00	\$ 5,444.53	\$ 7,974.55
Open Swim Salaries	\$28,655.00	\$ 30,093.52	\$35,696.94
Swim Team Salaries	\$ 2,653.00	\$ 2,079.00	\$ 3,122.4
<b>Total Seasonal Salaries</b>	<b>\$40,296.00</b>	<b>\$ 45,757.59</b>	<b>\$53,575.38*</b> raise in minimum wage & 1.5% base pay increase
<u>Other Expenses</u>			
Concession Stand Expenses	\$ 9,031.00	\$ 8,602.19	\$11,121.67
Open Swim Materials & Supplies	\$ 9,140.00	\$ 7,052.54	\$5,236.82
Open Swim Maintenance & Repairs	\$ 1,718.00	\$ 6,372.53	8421.37**
Open Swim Testing	\$ 796.50	\$ 796.50	\$1,605.43
Open Swim Chlorine & CO2			\$5,920.31
<b>Total Expenses</b>	<b>\$20,685.50</b>	<b>\$22,823.76</b>	<b>\$32,305.60</b>
			<b>Profit: \$1,092</b>

\*\*Includes items to be reimbursed by Borough for pump replacements (infrastructure) \$4,250

\*Amounts above do not reflect the following: Green Acres loan (Current Fund Debt Service)

# CAPITAL/MAINTENANCE ITEMS FOR 2015/2016 - PROJECTED

- Complete the painting of the baseball grandstand building – already approved as a project by Rec Commission.
- Patch and repair concrete stairs in the park
- Repair/replace sections of damaged fencing at Borough Park and Vara field.
- Look to get a custom grating system for stair and ladder areas of the pool trough. This is a potential safety issue and because of the pool's age it has to be a custom fit.
- Place safety fencing at Vara Field where the shed is.
- Purchase 5 new Pool Umbrellas and Chaise lounge chairs for 2016 season. This was noted as a need in our post pool season survey.
- A new concrete walkway from existing swing set at Borough park to connect to existing pathway. Current path is not connected nor handicap (ADA) compliant. This is an approved Rec Commission project and part of the 2016 budget request.
- 6 Security IP cameras connected to police (Borough Park)

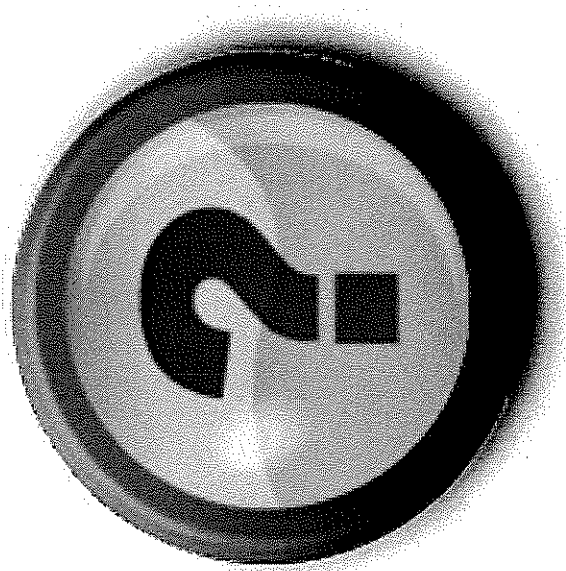
## POTENTIAL NEW PROGRAMS/ITEMS BEING CONSIDERED FOR 2016

- Touch a Truck – Fall 2016
- Micro Brew Festival in the Park (Octoberfest?)
- Music in the park (Battle of the Bands?)
- Fall Kids Pumpkin painting contest
- Winter Girl's Softball Clinic
- Baseball Clinics/HS Baseball at Borough Park
- Yoga
- Inside Zumba – Already being done during winter season at Memorial School.

# SPECIAL THANKS TO OUR VOLUNTEERS AND DONORS IN 2015!

- Kathy Halpin of the Shade Tree Commission
- Washington BID
- Washington Borough Rotary
- Kevin Shoudt - and Veolia Water
- ACF Landscape
- Washington Animal Hospital
- Rossi Chevrolet, Buick, GMC
- Celestine's Catering Company
- Premier Electric Company
- My Way Carpet and Flooring
- Mack Chiropractic Health Center
- Warren Hills Streak Nation
- Washington Kid Care

QUESTIONS?





2015 MONTHLY CODE ENFORCEMENT

MONTH	WARNINGS ISSUED	COMPLAINTS	SUMMONS ISSUED	INVESTIGATIONS	ZONING APPL	ZONING DENIED
JANUARY	49	38	10	22	1	1
FEBRUARY	21	44	9	12	2	2
MARCH	41	43	11	10	0	0
APRIL	31	62	8	26	3	2
MAY	249	69	0	26	8	3
JUNE	52	28	0	12	19	4
JULY	61	43	2	31	8	2
AUGUST	52	51	10	21	15	1
SEPTEMBER	26	44	18	9	8	2
OCTOBER	16	31	3	12	6	1
NOVEMBER	17	24	11	10	4	1
DECEMBER						
TOTAL	614	487	82	191	74	19

NOVEMBER 2015 ZONING/CODE ENFOR. MONTHLY REPORT

Met with a prospective buyer of all paramount's properties. Reviewed condition and status of each property. Didn't think anything would come of it yet I received a call from their realtor and was told there just may be a deal in the works.

Have 122 abandoned/foreclosed properties on my list. I have about 40% of the lenders information.

I have received a complaint about low hanging tree branches in the roadway.  
Nothing in our code book about this .

REPORT ID : 1705237  
RUN DATE : 12/06/2015  
RUN TIME : 06:55

NJ AUTOMATED MUNICIPAL SYSTEM  
MONTHLY CASHBOOK REPORT  
WASHINGTON BORO CCURE  
FOR THE MONTH OF NOVEMBER 2015

PART 4 - DISBURSEMENT CHECKS

MAKE CHECK FAVORABLE TO:	CHECK AMOUNT	ADDRESS	CHECK NUMBER	CROSS-REF W/BANKSTMT
2 - TREASURER, STATE OF NEW JERSEY RE: AUTOMATIC FEE - AF ANS MODERNIZATION FNC - AN	\$204.00 \$305.00 \$510.00	ACC AHS SURCHARGE SECTION P.O. BOX 983 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	
3 - TREASURER, COUNTY OF <u>WINDWARD</u> RE: TILES TO SPILT & VIDEO SURCHARGE (VW)	\$3,210.00	COUNTY TREASURER	<u>1229</u>	
4 - TREASURER, <u>CITY OF WASHINGTON</u> RE: TILES TO SPILT, CEMENTAL LINES, COSTS, LOCAL PARKING, CONTEMPT, CRIMINAL BAIL FORTIFURE, ADDITIONAL PENALTIES, GENERAL FEES, UNREPAID OVERTIME, PUBLIC DEFENDER, PLAINTIFF COSTS, SPINAL MUNICIPAL, DRI SURCHARGE, DC CODE & VIDEO SURCHARGE (VM)	\$9,100.61 - 405.00 \$ 8,695.61	<u>CITY OF WASHINGTON</u> <u>Sub Def - Treas. Co B</u>	<u>1230</u> <u>1231</u>	
5 - TREASURER, <u>CITY OF WASHINGTON</u> RE: PARKING OFFENSES JURISDICTION ACT (\$2.00 FTA FEE - PA)	\$2.00	<u>CITY OF WASHINGTON</u>	<u>1232</u>	
6 - TREASURER, STATE OF NEW JERSEY RE: VIOB, VAP, CF	\$450.00	VICTIMS OF CRIME COMPENSATION BOARD P.O. BOX 34090 NEWARK, NJ 07189-0090	DO NOT SEND CHECK- SENT VIA ACH	
7 - TREASURER, STATE OF NEW JERSEY RE: DEBR	\$881.00	GOVERNOR'S COUNCIL ON ALCOHOLISM/ DRUG ABUSE P.O. BOX 345 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	
8 - TREASURER, STATE OF NEW JERSEY RE: STATE LAB FEES - PLF (SL)	\$150.00	GOVERNOR'S COUNCIL ON ALCOHOLISM/ DRUG ABUSE P.O. BOX 345 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	
9 - TREASURER, COUNTY OF _____ RE: COUNTY LAB FEES - (CL)	\$ .00	N/A		

REPORT ID : TFC5337  
RUN DATE : 12/06/2015  
RUN TIME : 00:55

NJ AUTOMATED MUNICIPAL SYSTEM  
MONTHLY CASHBOOK REPORT  
WASHINGTON BORO COULET  
FOR THE MONTH OF NOVEMBER 2015

PART 4 - DISBURSEMENT CHECKS

MAKE CHECK PAYABLE TO:	CHECK AMOUNT	ADDRESS	CHECK NUMBER	CROSS-REF W/BANKSTMT
10 - TREASURER, STATE OF NEW JERSEY RE: SAFE NEIGHBORHOOD FUND (SN) - 2121	\$683.00	DIVISION OF CRIMINAL JUSTICE SAFE AND SECURE ACCOUNTING P.O. BOX 085 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	
11 - TREASURER, STATE OF NEW JERSEY RE: WAGE & HOUR REGULATIONS	\$ .00	OFFICE OF WAGE & HOUR P.O. BOX 389 225 E. STATE ST. TRENTON, NJ 08625-0389		
12 - TREASURER, STATE OF NEW JERSEY RE: WEB FEE	\$101.00	AOC MTS SURCHARGE SECTION P.O. BOX 980 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	
13 - TREASURER, STATE OF NEW JERSEY RE: PEDESTRIAN SAFETY FUND (PS)	\$160.50	NJ MVS REVENUE ADMIN SECTION MAGISTRATE FUNDS 3RD FL., POB 149 160 S. BROAD ST., TRENTON NJ 08646	DO NOT SEND CHECK- SENT VIA ACH	
14 - ALL OTHER CHECKS:				
(A) FILING FEES (FF)	\$ .00	N/A		
(B) CONDITIONAL DISCHARGES (CD)	\$76.00	NJ MVS REVENUE ADMIN SECTION MAGISTRATE FUNDS 3RD FL., POB 149 160 S. BROAD ST., TRENTON NJ 08646	DO NOT SEND CHECK- SENT VIA ACH	
(C) FISH AND GAME (FG)	\$ .00	N/A		
(D) LOCAL PARK COMMISSION (P)	\$ .00	N/A		
(E) TRANSCRIPT FEE (TF)	\$ .00	N/A		
(F) BRIDGE COMMISSION (B)	\$ .00	N/A		
(G) WEIGHTS AND MEASURES (WM)	\$ .00	N/A		
(H) RESTITUTION (RT)	\$8.00	N/A		
(I) FOREST AND PARKS (FP)	\$ .00	N/A		
(J) UNEMPLOYMENT (U)	\$ .00	N/A		

1233 1234

REPORT ID : IFCS337  
RUN DATE : 12/06/2015  
RUN TIME : 00:55

NJ AUTOMATED MUNICIPAL SYSTEM  
MONTHLY CASHBOOK REPORT  
WASHINGTON BORO COURT  
FOR THE MONTH OF NOVEMBER 2015

PART 4 - DISBURSEMENT CHECKS

MAKE CHECK PAYABLE TO:	CHECK AMOUNT	ADDRESS	CHECK NUMBER	CROSS-REF W/BANKSTMT
(K) INTEREST	\$ .00	N/A		
(L) TRUANCY	\$ .00	N/A		
(M) CIGARETTE	\$ .00	N/A		
(N) SPCA	\$ .00	N/A		
(O) CONSUMER AFFAIRS	\$ .00	N/A		
(P) ENVIRONMENTL PROTECTION	\$ .00	N/A		
(Q) HOUSING	\$ .00	N/A		
(R) SOLID WASTE CONTROL	\$ .00	N/A		
(S) LAM ENF TRAINING FOND	\$ .00	N/A		
(T) EZ-PASS ADMIN. FEE	\$ .00	N/A		
(U) EZ-PASS TOLL	\$ .00	N/A		
(V) NJ TRANSIT	\$ .00	N/A		
(W) COLLECTIONS	\$ .00	N/A		
(X) CONDITIONAL DISMISSAL	\$ .00	PROBATION SERVICES ADULT SUPERVISION 171 JERSEY STREET BUILDING 6 - 2ND FLOOR P.O BOX 987 TRENTON, NJ 08611	DO NOT SEND CHECK - SENT VIA ACH	
(Y) ALL OTHER MISC FEES	\$ .00	N/A		

TOTAL OF ALL CHECKS DISBURSED: \$12,320.81  
 TOTAL OF ALL ACH DISBURSED: \$6,173.19  
 TOTAL OF ALL MONIES DISBURSED DURING THE MONTH: \$18,494.00

REPORT: CPCL628  
DATE : 12/06/2015

AUTOMATED TRAFFIC SYSTEM  
MONTHLY MANAGEMENT REPORT  
WASHINGTON BORG COURT

PAGE :  
NOVEMBER

A. TICKET INVENTORY		PARKING	MOVING	DWI	TOTAL	F. NON-DISPOSED CASE STATUS	CASES
ADDED DURING MONTH	4	84	0	0	88	1- ISSUED & PENDING TRIAL	59
DISPOSED DURING MONTH	5	122	4	0	131	2- PENDING DMV LOCKUP	2
B. TICKETS PENDING - BY AGE							
1-30 DAYS	1	14	0	0	15	3- ELIGIBLE FOR FTA - FOR < 14 DAYS	1
31-60 DAYS	2	34	2	0	38	4- ELIGIBLE FOR FTA - FOR 14+ DAYS	1
61-90 DAYS	7	18	0	0	25	5- BAD CHECK - NOT ELIG FOR WARRANT	8
91-120 DAYS	3	5	0	0	8	6- CASE STATUS - FTA	0
121 - DAYS	49	13	3	0	65	7- CASE STATUS - FTD	21
TOTAL	66	144	5	0	214	8- ELIGIBLE FOR WARRANT A- (MOVING); B- (PARKING);	11
C. ERROR REPORT							
(UNDISPOSED TICKETS)							
1- AUTOTIC ERROR STATUS	0	0	0	0	0	9- OUT OF STATE WARRANT (PARKING);	1
2- TOTAL ERROR STATUS	1	1	0	0	2	10- ELIGIBLE FOR DSUS/ASUS	0
G. CLOSED/ASUS TICKETS IN INVENTORY							
1- SUSPENDED LICENSE (DSUS):							
2- SUSPENDED REGISTRATION (ASUS):							
3- CLOSED RUC (CCOS):							
TOTAL							
							214

REPORT: TFC1628  
DATE : 12/06/2015

AUTOMATED TRAFFIC SYSTEM  
MONTHLY MANAGEMENT REPORT  
WASHINGTON BORO COURT

D. RESERVED CASES

1- RESERVED DECISION 0 0  
2- RESERVED MOTION 0 0

E. FINANCIAL

1- TIMS PAYMENTS (ADJUDICATED CASES) 373  
2- AMOUNT OUTSTANDING \$ 144 138,725 30,850 169,719  
3- COLLECTIONS DURING MONTH \$ 266 10,764 1,359 12,399  
4- BAIL FORFEITURES \$ 0 750 0 750  
5- BAIL ACCOUNT BALANCES \$ 0 500 0 500  
6- SUSPENSE FUND BALANCE \$ \$  
7- CASES ON OVER-PAYMENT STATUS  
8- VALUE OF TOTAL NON-REFUNDED OVER-PAYMENTS \$ \$

H. TICKET ASSIGNMENT

1- ASSIGNED BUT NOT ISSUED:  
0-60 DAYS 0  
60-121 DAYS 0  
121-180 DAYS 155  
181+ DAYS 92  
TOTAL 123  
400

I. WORK MANAGEMENT (DAILY WORK VOLUME)

2- ISSUED MONTHLY, BUT NOT ASSIGNED: 7  
1- LOCAL POLICE TICKETS ARE GREATER THAN 4 DAYS FROM ISSUE DATE 15  
2- STATE POLICE TICKETS ARE GREATER THAN 7 DAYS FROM ISSUE DATE 0  
3- COURT DATE IS MORE THAN:  
A- 60 DAYS FROM TODAY 2  
B- 90 DAYS FROM TODAY 2

J. CASE PROCESSING: FOLLOW-UP INCOMPLETE

1- TICKETS > 2 YRS BUT < 2 1/2 YRS. MOVING 0  
PARKING 0  
2- TICKETS > 2 1/2 YRS BUT < 3 YRS. MOVING 0  
PARKING 0  
3- TICKETS OVER 3 YRS OLD. MOVING 0  
\*PARKING 0  
\*DISMISSAL IS REQUIRED FOR PARKING.

REPORT ID: CMC1628  
 RUN DATE : 12/05/2015  
 RUN TIME : 16:11

NJ AUTOMATED COMPLAINT SYSTEM  
 MONTHLY MANAGEMENT REPORT  
 WASHINGTON BORO COURT

PAGE: 1  
 RUN : MONTHLY

AS OF : 12/01/2015

A. COMPLAINE INVENTORY		INDICTABLE	DIS PERS	OTHER NON TRAF	TOTAL	F. NON-DISPOSED CASE STATUS	
1. ADDED DURING MONTH	3	6	12			1. ISSUED AND PENDING TRIAL	36
2. DISPOSED DURING MONTH	3	16	38			2. ELIGIBLE FOR FTA - < 14 DAYS	
B. COMPLAINS PENDING - BY AGE							
1. 1 - 30 DAYS		10	21			3. ELIGIBLE FOR FTA - > 14 DAYS	
2. 31 - 60 DAYS		42	119			4. CASE STATUS - FTA	16
3. 61 - 90 DAYS		17	40			5. CASE STATUS - BAD CHECK, UNDE	
4. 91 - 120 DAYS		16	35			6. ELIGIBLE FOR WARRANT	
5. 121 + DAYS		48	94			A. ANY CASES NOT IN DSUS	8
TOTAL	133	176	309			*B. ANY CASE IN DSUS	
C. ERROR REPORT (UNDISPOSED COMPLAINTS)							
OFFENSE ERROR STATUS							
10. OTHER CASES							
TOTAL							
309							

G. WORK FLOW MANAGEMENT	
1. LOCAL COMPLAINTS ENTERED > 4 DAYS FROM ISSUED DATE	2
2. STATE COMPLAINTS ENTERED > 7 DAYS FROM ISSUED DATE	

D. FINANCIAL SUMMARY - MONTHLY COLLECTIONS

FINES	3648.00
COSTS	526.00
MISC (VCCB)	2734.00
TOTAL	6908.00

E. TIME PAYMENTS ACCOUNTS - SUMMARY

	# OF ACCOUNTS	# OF COMPLAINTS	\$VALUE
1. OPEN AND RCAL	62	114	45539.62
2. DELINQUENT	13	28	4308.00
3. BAD CHECK	3	7	2338.00
4. ELIGIBLE DSUS	211	375	109788.58
5. DSUS STATUS	119	181	66509.14
6. TOTAL OUTSTANDING	408	705	228483.34

\*THIS NUMBER IS NOT INCLUDED IN TOTAL  
 \*\*THIS NUMBER CAN BE INCLUDED IN ELIGIBLE  
 FOR WARRANT TOTALS



**AN AMENDMENT TO THE SHARED SERVICES AGREEMENT FOR  
LIBRARY DIRECTOR SERVICES BETWEEN THE BOROUGH OF  
WASHINGTON AND THE WASHINGTON BOROUGH BOARD OF  
EDUCATION COVERING THE PERIOD OF JULY 2015 – SEPTEMBER  
2015**

**THIS AGREEMENT**, made this 15<sup>th</sup> day of December 2015, between the **BOROUGH OF WASHINGTON**, a municipal corporation in the County of Warren, State of New Jersey, having its principal offices at 100 Belvidere Avenue, Washington, New Jersey, 07882 (hereinafter referred to as “the Borough”); and the **WASHINGTON BOROUGH BOARD OF EDUCATION** a Local Board of Education in the County of Warren, State of New Jersey having its principal offices at 300 West Stewart Street, Washington, New Jersey 07882 (hereinafter referred to as “the Local BOE”);

WITNESSETH

**WHEREAS**, the current Library Director for the Washington Borough Public Library (“the Library”) has retired; and

**WHEREAS**, the Borough wishes to provide adequate, supervisory oversight of the Library via a qualified Library Director; and

**WHEREAS**, the Local BOE has a person in their employ that is close by, qualified, and available to serve as a part-time Library Director; and

**WHEREAS**, the sharing of this employee between the Borough and Local BOE will benefit both entities by expanding services and decreasing the costs of those services; and

**WHEREAS**, this Agreement is authorized under *N.J.S.A. 40A:65-1 et seq.* (“the Shared Services Act”); and

**NOW, THEREFORE**, with the foregoing recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, the parties hereto, intending to be legally bound, hereby agree as follows:

**SERVICES TO BE PROVIDED**

The Local BOE will furnish a qualified employee to serve as a part-time Library Director for the Washington Borough Public Library (“the Library Director”). At all times, the Library Director will be considered an employee of the Local BOE. Notwithstanding the foregoing, the Library Director will report to the Borough Manager and/or Library Board of Trustees as appropriate.

The day-to-day operations, active-record keeping, administrative and scheduling functions of the Library shall be the responsibility of the Library Director, subject to the approval of the Borough Manager and/or Library Board of Trustees as appropriate. Said duties include, but are not limited to staff supervision, departmental budget preparation and oversight, adherence to purchasing and financial policies and regulations, program and event planning (as needed), attendance at monthly Library Board of Trustees meetings, preparation of reports as required by the Library Board of Trustees, compliance with all applicable statutes governing the operation of a public library, and facility oversight.

The Library Director shall work 49.9% of the contracted hours at the Washington Borough Public Library. When the Library Director is working at the Washington Borough Public Library, they shall report to the Library Board of Trustees and/or the Borough Manager (as applicable), as well as abide by all Borough policies and procedures. When the Library Director is working at the Board of Education, they shall report to the Superintendent of Local Schools, and will abide by all Board of Education policies and procedures.

The Local BOE will provide workers compensation, liability and motor vehicle insurance coverage for all claims related to services provided by its employee as Library Director, regardless of where the incident that caused the claim arises. The Local BOE shall provide appropriate proof of insurance coverage at the level of coverage of the Local BOE, naming the Borough as additional insured.

#### **LOCATION OF AND DAYS OF OPERATION**

The Washington Borough Public Library is located at 20 Carlton Ave., Washington, New Jersey, 07882. Days and hours of operation are set by the Library Board of Trustees in consultation with the Library Director and may be amended from time-to-time as needed.

If the Board of Education close local schools, have a delayed opening, or early dismissal due to inclement weather, the Library Director will still need to work the contractual obligated hours indicated above.

#### **PAYMENT BY THE BOROUGH FOR SERVICES**

The Borough shall be responsible for 49.9% of the total compensation cost defined as salary and health benefits of the employee serving as Library Director. For the term of this Agreement, the total compensation cost will be approximately \$93,227 of which the Borough's share will be \$11,630.00. Payment will be made by the Borough in one (1) installment. Bills and vouchers will be submitted by the Local BOE to the Borough before the 15<sup>th</sup> day of January. The bill will be paid by the Borough before the last business day of the aforementioned

The Local BOE shall ensure that the compensation of the employee serving as Library Director is fixed by a salary ordinance, professional services contract or collective bargaining agreement in accordance with all applicable Federal, State and Local laws, regulations or ordinances governing such matters, and may be adjusted on a yearly basis.

#### **TERM OF AGREEMENT**

This initial term of this Agreement shall run from July, 2015 - September 30, 2015. This Agreement may be extended for subsequent fiscal year periods by approval of the Borough Council and Local BOE. In no instance can this agreement exceed a total of five (5) fiscal year terms.

#### **EARLY TERMINATION**

Either party may terminate their participation in the agreement prior to the end of the term with no financial penalty being imposed, provided that written notice of termination is given to the other party ninety (90) days in advance of the termination date.

**IN WITNESS WHEREOF**, the Borough of Washington and Borough of Washington Board of Education have caused these presents to be signed and attested to by their respective officers and their respective seals to be affixed hereto the day and year first above written.

**ATTEST:**

**BOROUGH OF WASHINGTON**

\_\_\_\_\_  
Kristine Blanchard, Clerk

\_\_\_\_\_  
Scott McDonald, Mayor

**ATTEST:**

**BOROUGH OF WASHINGTON  
BOARD OF EDUCATION**

\_\_\_\_\_  
Tim Mantz, Board Secretary

\_\_\_\_\_  
Mary Ann Andreula, Board President

RESOLUTION #200-2015

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 7, 2014 to FWDSL & Associates LP, 17 W. Cliff St., Somerville, NJ 08876, in the amount of \$704.32 for taxes or other municipal liens assessed for the year 2013 in the name of Deemer, Virgil Jr. & Melanie as supposed owners, and in said assessment and sale were described as 65 School St., Block 28 Lot 5, which sale was evidenced by Certificate #14-00023; and

**WHEREAS,** the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 12-2-15 and before the right to redeem was cut off, as provided by law, Corelogic Tax Service claiming to have an interest in said lands, did redeem said lands claimed by FWDSL & Associates LP by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$13,580.01 which is the amount necessary to redeem Tax Sale Certificate #14-00023.

**NOW THEREFORE BE IT RESOLVED,** on this 15th day of December, 2015 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to FWDSL & Associates LP, 17 W. Cliff St., Somerville, NJ 08876 in the amount of **\$27,880.01** (This consists of \$13,580.01 Certificate Amount redeemed + \$14,300.00 Premium).

**BE IT FURTHER RESOLVED,** that the Tax Collector is authorized to cancel this lien on Block 28 Lot 5 from the tax office records.

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

\_\_\_\_\_, voted and carried this 15th day of December, 2015.

Roll Call:      Ayes:

Nays:

Abstentions:

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

cc: Tax Collector  
Paula Drake, Accounts Payable Clerk  
Block/Lot File

**RESOLUTION #201-2015**

**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 7, 2014 to FWDSL & Associates LP, 17 W. Cliff St., Somerville, NJ 08876, in the amount of \$6,347.10 for taxes or other municipal liens assessed for the year 2013 in the name of TLR-V, LLC as supposed owners, and in said assessment and sale were described as 24 W. Stewart St., Block 21.01 Lot 4.02, which sale was evidenced by Certificate #14-00021; and

**WHEREAS**, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 12-4-15 and before the right to redeem was cut off, as provided by law, Attorney Robert Stiles claiming to have an interest in said lands, did redeem said lands claimed by FWDSL & Associates LP by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$23,335.99 which is the amount necessary to redeem Tax Sale Certificate #14-00021.

**NOW THEREFORE BE IT RESOLVED**, on this 15th day of December, 2015 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to FWDSL & Associates LP, 17 W. Cliff St., Somerville, NJ 08876 in the amount of **\$38,335.99** (This consists of \$23,335.99 Certificate Amount redeemed + \$15,000.00 Premium).

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to cancel this lien on Block 21.01 Lot 4.02 from the tax office records.

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

\_\_\_\_\_, voted and carried this 15th day of December, 2015.

Roll Call:      Ayes:

Nays:

Abstentions:

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

cc: Tax Collector  
Paula Drake, Accounts Payable Clerk  
Block/Lot File

RESOLUTION #202-2015

A RESOLUTION TO REFUND OVERPAYMENT  
ON 2015 REAL ESTATE TAXES

**WHEREAS**, according to the Tax Collector's records, there is an overpayment of \$1,333.40 on 2015 3rd Quarter Regular Taxes on property located at 83 Washington Square Circle, also known as Block 73.01 Lot 24, and in the name of Blake Jr., Dewey L.; and

**WHEREAS**, Mr. Blake had been granted the Veteran's Tax Exempt Status in September 2015 and the 3<sup>rd</sup> Quarter Regular Taxes in 2015 were previously paid; and

**WHEREAS**, the Tax Collector has been resolving the matter of tax overpayments and has received a written request from Mr. Blake that the overpayment be refunded to him.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Washington, in the County of Warren, State of New Jersey, to hereby authorize the Tax Collector and Treasurer to refund the amount of \$1,333.40 payable to:

Dewey L. Blake Jr.  
83 Washington Square Circle  
Washington, NJ 07882

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

\_\_\_\_\_, voted and carried this 15th day of December, 2015.

Roll Call:     Ayes:

                  Nays:

                  Abstentions:

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

cc:     Tax Collector  
       Block/ Lot File  
       Paula Drake, Accounts Payable Clerk