

BOROUGH OF WASHINGTON, WARREN COUNTY, NJ
COUNCIL AGENDA
October 18, 2016
7:00 PM

STATEMENT OF ADEQUATE NOTICE:

ROLL CALL Clerk will call the Roll

COUNCIL APPEARANCE

CORRESPONDENCE

1. From James Messina re: Property on S. Wandling, Block 100, Lot 52
2. From Diane Pueraro re: Family Guidance After School Program
3. Chester Resolution 2016-106

MINUTES

Approval of the Minutes of the Regular Meeting of October 4, 2016

Approval of the Executive Session Minutes of the Regular Meeting of October 4, 2016
(Proof for Content Only)

AUDIENCE

Remarks, petitions, statements and testimony from guests

REPORTS

1. Washington Township Police – Press Release for September 30, 2016
2. Washington Township Police – Press Release for October 6, 2016
3. Washington Township Police – Monthly Report for September
4. Municipal Court – Monthly Report for September
5. Fire Prevention – Monthly Report for September
6. Zoning/Code Enforcement – Monthly Report for September

COMMITTEE REPORTS

OLD BUSINESS

1. Update on the Discussion of Feral Cats

ORDINANCES

NEW BUSINESS

1. Resolution 153-2016 – A Resolution Transferring Retail Consumption License #2121-33-007-002 (Washington Inn, Inc. t/a Felix's Tavern) to Williams Irish Tavern, LLC, a Person-to-Person Transfer
2. Resolution 155-2016 – Resolution of the Borough of Washington Eliminating Longevity Payments
3. Resolution 156-2016 – Resolution Authorizing the Use of the Washington Borough Municipal Building as An Evacuation Center for the Family Guidance After School Programs at Taylor Street and Memorial Elementary Schools
4. Resolution 157-2016 – Resolution of the Borough of Washington Prohibiting personal Use of Municipal Vehicles
5. Resolution 158-2016 – Resolution of the Borough of Washington Monitoring Management of the Borough's Ratable Base
6. Resolution 159-2016 – Resolution of the Borough of Washington Supporting Submission of Application for New Jersey Department of Transportation - Transportation Alternatives Program
7. Resolution 160-2016 – Resolution Establishing the Monitoring of PILOT and Redevelopment Agreements
8. Resolution 161-2016 – Resolution Updating the Personnel Policies Relating to Non-Union Employees
9. Resolution 162-2016 – Resolution Extending the Option Agreement for Grant of Easement and Right-of-Way with New Jersey American Water
10. Resolution 163-2016 – Resolution Authorizing the Contract with Tilcon to Pave Borough Roads
11. Discussion re: Proposed Closing of Railroad Avenue Crossing
12. Best Practice Review and Approval – 2016

VOUCHERS

RECAP

COUNCIL REMARKS

Remarks, Reports, Discussions

EXECUTIVE SESSION

Executive Session Authorization

ADJOURNMENT _____ P.M.



MESSINAS

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Washington, NJ 07882

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October 12th, 2016

Washington Borough Council
100 Belvidere Ave
Washington, NJ 07882

RE: PROPERTY ON SOUTH WADDLING, BLOCK 100, LOT 52

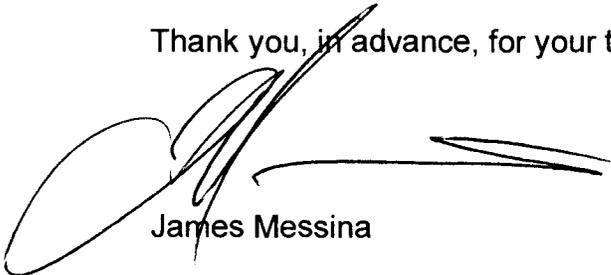
To the Members of the Borough Council,

Messinas is a local tenant at 55 Willow Street, and we have become aware that the property bordering us on the North, Block 100, Lot 52 may be owned by the town.

We are currently looking at a few different scenarios to address our continued growth, including properties in neighboring towns and Pennsylvania, and we would like to know the possibility of purchasing this property, with no obligation to back taxes or other costs not paid by prior owners.

If it is something you are amenable to discussing, please let me know. I can be reached at 908-320-7009 or email james@messinas.com. We currently own the property at 55 Willow St under our land holding company J&M Landholding.

Thank you, in advance, for your time and consideration.



James Messina

Family Guidance Center of Warren County
After 3 Program

September 14, 2016

Mayor Scott McDonald
Washington Borough Municipal Building
100 Belvidere Ave
Washington, NJ 07882

Dear Mayor McDonald and Town Council,

Family Guidance Center of Warren County operates the after school programs at Taylor Street and Memorial Elementary Schools.

In order to be prepared for an emergency, we would like to have authorization to utilize the Municipal Building if an evacuation of a school is necessary. The staff (a minimum of 3 staff members) would walk with the children (approximately 30-40 children at each school) and parents would be contacted by the staff to pick up the children at the Municipal Building.

Thank you for your consideration.

Sincerely,

Diane Pueraro
Site Coordinator

cc L. Rozsa

BOROUGH OF CHESTER

Resolution #R2016-106

**A RESOLUTION OF THE MAYOR AND COUNCIL OF
THE BOROUGH OF CHESTER
ENDORING AND SUPPORTING THE PASSAGE OF ASSEMBLY, NO. 3686,
DESIGNATED AS "RALPH AND DAVID'S LAW,"**

WHEREAS, on February 26, 2004, David Heim, a thirteen-year-old boy was tragically killed by a drunk driver in Sussex County; and

WHEREAS, the drunk driver who hit David was convicted solely of drunk driving and served only thirty days in jail, the maximum term of imprisonment for a first offense under the State's Drunk Driving Law; and

WHEREAS, another tragic death occurred on May 5, 2012 when Ralph Politi, Jr., an East Hanover Township community activist and business owner, was killed by a drunk driver who swerved out of her lane and struck him as he stood by his parked pickup truck; and

WHEREAS, in the case of Ralph Politi, the drunk driver was recently acquitted of first-degree aggravated manslaughter and second-degree vehicular homicide, and instead received a two-year suspension of her driver's license, and was ordered to perform thirty days of community service and pay \$733 in fines and penalties; and

WHEREAS, as a result of the untimely deaths of both David Heim and Ralph Politi, and the penalty limitations imposed by current law, members of both sides of the aisle have crafted Assembly, No. 3686, which establishes the crime of strict liability vehicular homicide and the conditions under which a defendant may be charged with such a violation; and

WHEREAS, under Assembly, No. 3686, strict liability vehicular homicide would be a third-degree crime, but neither the presumption of non-imprisonment that normally applies to first-time offenders convicted of third-degree crimes, nor the causal requirements of N.J.S.A. 2C:2-3, would apply; and

WHEREAS, Assembly, No. 3686 would also amend various sections of statutory law to strengthen penalties for vehicular homicide caused by drunk or drugged drivers; and

WHEREAS, Assembly, No. 3686 would be known as "Ralph and David's Law" in honor of Ralph Politi and David Heim; and

WHEREAS, the Township Council of the Township of East Hanover applauds the bipartisan efforts of members of the General Assembly in strengthening the penalty provisions for operating a vehicle or vessel under the influence of drugs or alcohol, closing any loopholes that would set a violator free.

NOW, THEREFORE, BE IT RESOLVED, by the Township Council of the Township of East Hanover in the County of Morris and State of New Jersey as follows:

1. The governing body endorses and supports the bi-partisan efforts of the General Assembly in the introduction of Assembly, No. 3686, which establishes the third-degree crime of strict liability vehicular homicide, amends various sections of statutory law, and designates Assembly, No. 3686 as "Ralph and David's Law."
2. The Township Council calls upon all mayors and governing bodies in the other thirty-eight Morris County municipalities to approve and adopt resolutions in support of Assembly, No. 3686.
3. That certified copies of this resolution shall be transmitted to the sponsors of Assembly, No. 3686; namely Assemblymen John F. McKeon and Anthony M. Bucco, Assemblywomen Mila M. Jasey, Nancy F. Munoz and Valerie Vainieri Huttie, Assembly Speaker Vincent Prieto, Senate President Stephen M. Sweeney, members of Legislative Districts 21, 25, 26, 27 and 40, the New Jersey State League of Municipalities and all Morris County municipalities.

CERTIFICATION: I hereby certify the foregoing to be a true and correct copy of a resolution duly adopted by the Mayor and Council of the Borough of Chester, New Jersey, at a meeting held on September 20, 2016.



Denean Probasco, Municipal Clerk

Name	Aye	Nay	Absent	Abstain
Cooper	X			
Ferrone	X			
Gugliemini	X			
Holman	X			
Iversen				X
Marshuetz	X			

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – October 4, 2016**

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.

Mayor McDonald 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 of Borough Hall stating the time, place and purpose of the meeting as required by law.”

Mayor McDonald let everyone in the flag salute.

Roll Call: Conry, Heinrich, Higgins, Klimko, McDonald, Noone, Thompson
Absent: None
Also Present: Ann Kilduff, Borough Clerk; Attorney Leslie Parikh; Dawson Bloom, Borough Engineer; and Lieutenant Teter

PROCLAMATION

Mayor McDonald read the following proclamation:

***PROCLAMATION DESIGNATING
OCTOBER 10, 2016 AS
“PUT THE BRAKES ON FATALITIES DAY”***

WHEREAS, across the nation, traffic crashes caused 35,092 fatalities in 2015, and are the leading cause of death for young people ages 15 to 34; and,

WHEREAS, in New Jersey, 562 individuals lost their lives in traffic crashes in 2015; and,

WHEREAS, alcohol-related crashes accounted for 28.0 percent of the State’s traffic fatalities, while 26 percent of all fatal crashes involved traveling at unsafe speeds; and,

WHEREAS, motorcyclists, bicycle riders and pedestrians face increased risks on New Jersey’s roadways, as people opt for alternative modes of transportation; and,

WHEREAS, 50 motorcyclists, 17 bicyclists and 173 pedestrians were killed in New Jersey in traffic-related crashes in 2015; and,

WHEREAS, safer driving behaviors such as buckling up every ride; obeying posted speed limits; stopping for pedestrians in crosswalks and using crosswalks when walking; avoiding aggressive driving behaviors; never driving impaired; wearing proper safety gear while riding a motorcycle or bicycle; and, focusing solely on driving by avoiding distractions, can dramatically reduce the number of traffic-related injuries and deaths;

NOW, THEREFORE, BE IT RESOLVED that, I Scott McDonald, Mayor of the Borough of Washington, County of Warren, do hereby proclaim October 10, 2016 as "Put the Brakes on Fatalities Day®" and call upon everyone to put these lifesaving behaviors into practice to improve safety on the roadways in our community and throughout the State.

COUNCIL APPEARANCE

Detective Walter Koch explained a unified electronic reporting system for dealers in precious metals and other secondhand goods and requested Council pass an ordinance similar to the one passed by Washington Township. Council discussed with Detective Koch. Mayor McDonald would like the Attorney and various businesses review the proposed ordinance and provide comments.

CORRESPONDENCE

A motion was made by Heinrich, seconded by Higgins to receive and file the correspondence.

1. From the Warren County Prosecutor's Office re: An Informational Session on the Impact of the Legalization of Marijuana
2. From the Warren Hills School Security Program Director re: Placing a Crossing Guard on Carlton Avenue in front of the Middle School

Lieutenant Teter provided Council with a letter recommending the addition of a crossing guard on Carlton Avenue. After a brief discussion, a motion was made by Higgins, seconded by Klimko, to instruct the Interim Manager to contact the school official to discuss the crossing guard situation at the Middle School.

Ayes: 7 Nays: 0

Motion Carried

MINUTES

Special Meeting Minutes of September 14 and September 15 and the Regular Meeting Minutes September 20, 2016

A motion was made by Conry, seconded by Noone, to approve the Special Meeting minutes of September 14 and September 15 and the Regular Meeting minutes of September 20, 2016.

Ayes: 7 Nays: 0

Motion Carried

Executive Session Minutes of the Special Meetings of September 14 and September 15 and the Regular Meeting of September 20, 2016. (Proofed for Content Only)

A motion was made by Conry, seconded by Noone, to approve the Executive Session Minutes of the Special Meetings held September 14 and September 15 and the Regular Meeting held September 20, 2016.

Ayes: 7 Nays: 0

Motion Carried

AUDIENCE

Mayor McDonald opened up the audience portion for remarks, petitions, statements and testimony from guests.

John Monteverde – Business Improvement District

J. Monteverde stated the Festival in the Borough was a huge success and had a much larger attendance than in the past. He thanked his staff their effort and the Washington Township Police Department for the extra officer presence and crossing guards. Due to recent events, bomb sniffing dogs and Homeland Security were also present during the Festival. J. Monteverde updated Council and the audience on upcoming events.

Edna Detlefs – 27 Fisher Avenue

E. Detlefs thanked the Road Department for the nice job they've done paving the roads. The company cutting trees for JCP&L left large branches behind. Bamboo is growing out of control. She is concerned about the safety of the residents because large trucks are driving on people's property and cars are going the wrong way on one-way streets due to the Railroad Company closing streets. Councilman Higgins will discuss street signs for truck drivers at the next Streets Committee meeting. E. Detlefs discussed ATV riders with Councilwoman Conry.

Tan Meiner - 19 Fisher Avenue

T. Meiner thanked the Road Department for paving the roads. Bamboo is a health concern for her and requested it be mowed. She is also concerned with people's safety with cars going the wrong way.

Hearing no further comments, a motion was made by Higgins, seconded by Klimko, to close the audience portion of the meeting.

Ayes: 7 Nays: 0

Motion Carried

REPORTS

A motion was made by Heinrich, seconded by Higgins, to receive and file the following reports:

1. Washington Township Police – Monthly Report for August

2. Washington Township Police – Press Release for September 7, 2016
3. Washington Township Police – Press Release for September 13, 2016
4. Washington Township Police – Press Release for September 22, 2016
5. Warren County Health Department – Monthly Report for September
6. Manager’s Report of Personnel for September
7. Road Department - Monthly Report for September

Ayes: 7 Nays: 0

Motion Carried

COMMITTEE REPORTS

D. Bloom stated he met with the Streets Committee. Bids for the Route 57 Mid-Block Crossing are due on October 28th. The Highway Occupancy Permit will be submitted to the DOT next week. Safety issues were resolved at the Pocket Park with the help of the DPW and electrical issues are being addressed. The Borough is responsible for repairs needed to the municipal parking lot. D. Bloom will be focusing on connecting areas of the community and sidewalks on Carlton Avenue in the TAP Grant.

OLD BUSINESS

Ordinance 8-2015 – An Ordinance Fixing the Salary and Wages for Certain Municipal Officials and Repealing Portions of Prior Inconsistent Salary and Wage Ordinances for the Years Beginning January 1, 2016.

ORDINANCE #8-2015

AN ORDINANCE FIXING THE SALARY AND WAGES

OF CERTAIN MUNICIPAL OFFICIALS AND REPEALING

PORTIONS OF PRIOR INCONSISTENT SALARY AND WAGE ORDINANCES FOR

THE YEARS BEGINNING JANUARY 1, 2016

SECTION 1. The annual salaries, wages and salary and wage ranges for the municipal officials and employees of the Borough of Washington hereinafter named shall be as follows:

SCHEDULE A - FULL-TIME CLASSIFIED

<u>POSITION TITLE</u>	<u>SALARY OR WAGE RANGE</u>
Account Clerk, Keyboarding Clerk2	\$34,624 - \$52,902 AN
Administrative Clerk	\$47,913 - \$73,808 AN
Assistant Municipal Tax Collector	\$41,914 - \$63,353 AN
Building Maintenance Worker	\$42,819 - \$55,239 AN
Clerk1 (NC)	\$20,127 - \$29,930 AN
Code Enforcement Officer/Zoning Officer	\$47,560 - \$65,319 AN
Equipment Operator, Keyboarding Clerk3	\$51,368 - \$66,271 AN

Laborer1 (NC)	\$38,817 - \$51,298 AN
Library Assistant, Keyboarding Clerk1	\$30,563 - \$46,139 AN
Library Director	\$50,000 - \$84,081 AN
Road Repairer3	\$57,315 - \$72,576 AN
Road Repairer Supervisor	\$62,148 - \$75,726 AN
Senior Account Clerk	\$49,908 - \$67,109 AN
Supervising Library Assistant	\$36,947 - \$55,015 AN
Truck Driver (NC)	\$46,074 - \$61,254 AN

SCHEDULE B - PART-TIME CLASSIFIED

Account Clerk	\$8.38 - \$26.50 Hr.
Animal Control Officer	\$2,750 - \$13,316 AN
Building Service Worker	\$8.38 - \$26.50 Hr.
Clerk1 (NC)	\$8.38 - \$26.50 Hr.
Code Enforcement Officer (Title Code #01285)	\$8.38 - \$31.80 Hr.
Code Enforcement Officer/Zoning Officer (Title Code #05897)	\$8.38 - \$31.80 Hr.
Deputy Municipal Emergency Management Coordinator	\$2,000 - \$3,180 AN
Deputy Registrar of Vital Statistics	\$1,500 - \$1,802 AN
Fire Official	\$20.00 - \$31.80 Hr.
Fire Prevention Specialist	\$15.00 - \$26.50 Hr.
Keyboarding Clerk1	\$8.38 - \$26.50 Hr.
Librarian1 (Title Code #07569)	\$18.00 - \$31.80 Hr.
Library Director	\$36.00 - \$59.36 Hr.
Library Assistant (NC-Title Code #07467)	\$8.38 - \$26.50 Hr.
Municipal Recycling Coordinator	\$1,000 - \$3,180 AN
Senior Library Assistant (C-Title Code #03416)	\$8.38 - \$26.50 Hr.
Zoning Officer (Title Code #04338)	\$8.38 - \$31.80 Hr.

SCHEDULE C - UNCLASSIFIED SERVICE

Chief Financial Officer	\$15,500 - \$63,600 AN
Council Members	\$2,000 - \$3,000 AN
Deputy Municipal Clerk	\$8.38 - \$26.50 Hr.
	or \$50./meeting stipend
Mayor	\$2,500 - \$3,500 AN
Municipal Clerk	\$48,833 - \$82,031 AN
Municipal Department Head	\$15,000 - \$79,500 AN
	or \$8.38 - \$43.50 Hr.
Municipal Emergency Management Coordinator	\$ 2,000 - \$ 6,360 AN
Municipal Manager (when not combined with Mun. Clerk)	\$80,000 - \$120,000 AN
Municipal Manager (when combined with Mun. Clerk)	\$20,000 - \$31,800 AN
Tax Assessor	\$25,500 - \$48,420 AN

Tax Collector (F.T.)	\$46,623 - \$73,808 AN
Tax Collector (P.T.)	\$14,500 - \$31,800 AN

SCHEDULE D - UNCLASSIFIED SERVICE
(TEMPORARY OR SEASONAL)

Acting or Interim Department Head or Executive Management	\$10.00 - \$53.00 Hr
Assistant Recreation Supervisor(s) (Swim Team)	\$8.38 - \$26.50 Hr.
Cashier	\$8.38 - \$26.50 Hr.
Equipment Operator	\$8.38 - \$26.50 Hr.
Food Service Manager	\$8.38 - \$26.50 Hr.
Food Service Worker	\$8.38 - \$26.50 Hr.
Laborer1 (NC)	\$8.38 - \$26.50 Hr.
Life Guard	\$8.38 - \$26.50 Hr.
Maintenance Worker 1, Grounds	\$8.38 - \$26.50 Hr.
Municipal Department Head	\$17.00 - \$31.80 Hr.
Recreation Supervisor Swimming (Swim Lessons)	\$8.38 - \$26.50 Hr.
Recreation Supervisor Swimming (Swim Team)	\$8.38 - \$26.50 Hr.
Secretary, Board/Commission (Board of Adjustment, Shade Tree, Planning Board, Recreation Department, General Admin.)	\$ 500 - \$4,240 AN or \$8.38 - \$26.50 Hr.)
Supervisor Baths & Pools	\$8.38 - \$26.50 Hr.
Truck Driver (NC)	\$8.38 - \$26.50 Hr.

SECTION 2. Salaries herein shall be payable at the rate fixed in equal installments twice a month. Wages shall be payable twice a month. Any annual salary may be re-calculated to an hourly wage for any position unless restricted by collective bargaining agreement. Any and all fees received by officials and employees of the Borough of Washington shall be paid unto the municipality.

SECTION 3. Any salary and wage ordinance adopted prior to the adoption of this ordinance with provisions inconsistent with the provisions of Section 1 of this ordinance shall, to the extent of any inconsistency and only to the extent of the inconsistency, be repealed.

SECTION 4. In the event the position becomes vacant or no figure is listed, then the figures noted in the column with the heading "salary or wage range" shall be utilized by the appointing authority and any salary or wage paid within this range shall be deemed appropriate and valid.

SECTION 5. The Supervisor of Streets in possession of a valid Certificate as Certified Public Works Manager shall have added to their base pay \$6,000.00 per year to be paid twice per month.

SECTION 6. A public works employee who works eight hours in one day out of title in a job classification with a higher salary or wage range shall be entitled to additional compensation for that day at the rate of his or her current rate of pay plus ten (10%) percent.

SECTION 7. An employee who has medical coverage under a spouse's health benefit plan (not including the NJ SHEBP) and waives participation in the Borough of Washington health benefits program shall be compensated at the rate of \$2,000 per annum prorated to compensate the employee for only those pay periods when the Borough is no longer obligated to make health benefit payments.

SECTION 8. The rates contained herein shall become effective January 1, 2016.

A motion was made by Heinrich, seconded by Noone to re-introduce Ordinance 8-2015 on final passage.

ROLL CALL: Heinrich, Noone, Conry, Higgins, Klimko, Thompson, McDonald
Ayes: 7; Nays: 0
Motion Carried

The Clerk read Ordinance 8-2015 by title only. Mayor McDonald opened the public hearing of Ordinance 8-2015. Seeing no one, a motion was made by Higgins, seconded by Thompson, to close the public portion of Ordinance 8-2015.

ROLL CALL: Higgins, Thompson, Conry, Heinrich, Klimko, Noone, McDonald
Ayes: 7; Nays: 0
Motion Carried

A motion was made by Heinrich, seconded by Noone, to re-adopt Ordinance 8-2015 on second reading.

ROLL CALL: Heinrich, Noone, Conry, Higgins, Klimko, Thompson, McDonald
Ayes: 7; Nays: 0
Motion Carried

Resolution 146-2016 Resolution Establishing a Complete Streets Policy

RESOLUTION 146-2016 **RESOLUTION ESTABLISHING A COMPLETE STREETS POLICY**

WHEREAS, the Mayor and Council of the Borough of Washington recognizes the need to accommodate all modes of travel on Borough streets, including pedestrians, bicyclists, motorists, and public transit users; and

WHEREAS, the Borough of Washington seeks to meet the transportation needs of all its citizens by providing road networks that are safer, healthier, more livable and welcoming to everyone, regardless of age and ability; and

WHEREAS, the Mayor and Council defines Complete Streets as roadways designed and operated to enable safe, attractive, and comfortable access and travel for all users, including pedestrians, bicyclists, motorists and public transport users of all ages and abilities; and,

WHEREAS, Complete Streets may include wider sidewalks, pedestrian intersection treatments, bicycle facilities, enhances landscaping, and transit accommodations so that users are able to safely and comfortable move along and across a complete street.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE BOROUGH OF WASHINGTON IN THE COUNTY OF WARREN AND STATE OF NEW JERSEY, that the Common Council hereby establishes a Complete Streets Policy, which directs Borough staff to accommodate all modes of travel, including pedestrians, cyclists and transit riders, to the highest degree possible when redesigning the public right-of-way or during the review of a land use application that affects the public right-of-way.

Resolution 146-2016 was moved on a motion by Noone, seconded by Conry, and approved.

Ayes: 7; Nays: 0

Motion Carried

ORDINANCES

Ordinance 6-2016 – An Ordinance Providing Funding for Fire Equipment for the Borough of Washington and Appropriating \$10,000 for Such Purpose (Second Reading, Public Hearing and Adoption)

ORDINANCE NO. 6-2016 BOROUGH OF WASHINGTON

AN ORDINANCE PROVIDING FUNDING FOR FIRE EQUIPMENT FOR THE BOROUGH OF WASHINGTON AND APPROPRIATING \$10,000 FOR SUCH PURPOSE.

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, in the County of Warren, New Jersey, authorizes for acquisition of fire equipment, including but not limited to, self-contained breathing

apparatus equipment for the Borough of Washington to be funded from the sources specified in Section 2 of the Ordinance.

Section 2. The amount of \$10,000 is hereby appropriated for the purposes stated in Section 1 of the Ordinance and which amount was funded from the Capital Improvement Fund in the amount of \$10,000.

Section 3. In connection with the purpose and the amount authorized in Sections 1 and 2 hereof, the Borough determines the purpose described in Section 1 hereof is not a Current Expense and is an improvement which the Borough of Washington may lawfully make as a general improvement.

Section 4. All ordinances or parts of ordinances which are inconsistent with the terms of this Ordinance be and the same are hereby repealed to the extent of their inconsistency.

Section 5. This Ordinance shall take effect immediately upon due passage and publication according to law.

A motion was made by Conry, seconded by Noone to introduce Ordinance 6-2016 on final passage.

ROLL CALL: Conry, Noone, Heinrich, Klimko, McDonald
Ayes: 5; Nays: 0 Abstentions: 2 (Higgins, Thompson)
Motion Carried

The Clerk read Ordinance 6-2016 by title only. Mayor McDonald opened the public hearing of Ordinance 6-2016. Seeing no one, a motion was made by Heinrich, seconded by Klimko, to close the public portion of Ordinance 6-2016.

ROLL CALL: Heinrich, Klimko, Conry, Noone, McDonald
Ayes: 5; Nays: 0 Abstentions: 2 (Higgins, Thompson)
Motion Carried

A motion was made by Conry, seconded by Klimko, to adopt Ordinance 6-2016 on second reading.

ROLL CALL: Conry, Klimko, Heinrich, Noone, McDonald
Ayes: 5; Nays: 0 Abstentions: 2 (Higgins, Thompson)
Motion Carried

NEW BUSINESS

Resolution #149-2016 – A Resolution Imposing a Halloween Curfew and Establishing Observance of Trick-or-Treat in the Borough of Washington

RESOLUTION 149-2016

**A RESOLUTION IMPOSING A HALLOWEEN CURFEW
AND ESTABLISHING OBSERVANCE OF TRICK-OR-TREAT
WITHIN THE BOROUGH OF WASHINGTON**

WHEREAS, Halloween Night and several nights before and after have historically been nights when acts of criminal mischief and vandalism have increased throughout the Borough; and

WHEREAS, the Borough of Washington desires to take some action to help reduce the likelihood of such incidents by establishing a **suggested curfew** to assist parents and lawful guardians of minor children; and

WHEREAS, said curfew is viewed as an important part of maintaining the peace and order of the community and all persons are strongly urged to cooperate with the Washington Township Police Department by abiding by the curfew; and

WHEREAS, the door to door solicitation of treats is a tradition enjoyed by many as well as an annoyance and inconvenience to others and, therefore, needs to be regulated to provide for the safety, health, and welfare of all persons within the community.

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 there is hereby established a suggested curfew for all person seventeen (17) years of age or younger of 9:00 pm from Friday, October 28, 2016 up to and including Monday, October 31, 2016. Curfew shall be extended for school sponsored events to one (1) hour after the conclusion of the event.

BE IT FURTHER RESOLVED, that Trick-or-Treat Night shall be observed within the Borough of Washington on Monday, October 31, 2016 from 3:00 p.m. to 7:00 p.m.

Resolution 149-2016 was moved on a motion by Higgins, seconded by Klimko, and approved.

Ayes: 7; Nays: 0

Motion Carried

Resolution #150-2016 – A Resolution for Redemption of Tax Certificate as per NJSA 54:5

RESOLUTION #150-2016
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 5, 2013 to Tower Fund Services as Custodian for Ebury Fund, LLC , PO Box 37695, Baltimore, MD 21297-3695 in the amount of \$1,462.56 for taxes or other municipal liens assessed for the year 2012 in

the name of Dunlop, David A. as supposed owners, and in said assessment and sale were described as Block 70 Lot 8, which sale was evidenced by Certificate #13-00025; and

WHEREAS, the Collector of Taxes of said taxing district of the Borough of Washington, do certify that on 9-27-16 and before the right to redeem was cut off, as provided by law, Comerica Bank on behalf of Corelogic Tax Service claiming to have an interest in said lands, did redeem said lands claimed by Tower Fund Services as Custodian for Ebury Fund, LLC by paying the Collector of Taxes of said taxing district of Washington Borough the amount of \$3,967.58, which is the amount necessary to redeem Tax Sale Certificate #13-00025.

NOW THEREFORE BE IT RESOLVED, on this 4th day of October, 2016 by the Mayor and Council of the Borough of Washington, County of Warren to authorize the Treasurer to issue a check payable to Tower Fund Services as Custodian for Ebury Fund, LLC, PO Box 37695, Baltimore, MD 21297-3695 in the amount of **\$5,667.58** (This amount consists of \$3,967.58 Certificate Amount redeemed + \$1,700.00 Premium).

BE IT FURTHER RESOLVED, that the Tax Collector is authorized to cancel this lien on Block 70 Lot 8 from the tax office records.

Resolution 150-2016 was moved on a motion by Conry, seconded by Klimko, and approved.

ROLL CALL: Conry, Klimko, Heinrich, Higgins, Noone, Thompson, McDonald
Ayes: 7; Nays: 0
Motion Carried

Resolution 151-2016 – Resolution Authorizing the Execution of a Lease Agreement Between the Borough of Washington, County of Warren and the New Jersey Department of Transportation

RESOLUTION 151-2016

**RESOLUTION AUTHORIZING THE EXECUTION OF A LEASE AGREEMENT
BETWEEN THE BOROUGH OF WASHINGTON, COUNTY OF WARREN
AND THE NEW JERSEY DEPARTMENT OF TRANSPORTATION**

WHEREAS, the New Jersey Department of Transportation has offered to lease a small parcel located on the corner of Route 31 and Route 57, known as Route 30, Section 9, Parcels W40 and 41X, more commonly known as Lot 7.01 of Block 26 in the Borough of Washington, to the Borough of Washington, on a month to month basis; and

WHEREAS, the Borough is currently utilizing this parcel for the Washington Borough sign, and is desirous of continuing to do so.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Washington, County of Warren authorizes the Borough Manager to execute a month to month lease agreement with the New Jersey Department of Transportation.

BE IT FURTHER RESOLVED that the Borough shall pay a monthly rent of one dollar (\$1.00) per month in advance.

Resolution 151-2016 was moved on a motion by Noone, seconded by Conry, and approved. Councilman Higgins discussed payment of the sign with Council.

ROLL CALL: Noone, Conry, Heinrich, Klimko, Thompson, McDonald

Ayes: 6; Nays: 1 (Higgins)

Motion Carried

Resolution 152-2016 – Resolution Authorizing Professional Services Contract with Public Works Management, LLC for Preparation and Management of a Request for Interest in Providing Contract Operation Services for the Borough’s Wastewater System

RESOLUTION 152-2016

AUTHORIZING PROFESSIONAL SERVICES CONTRACT WITH PUBLIC WORKS MANAGEMENT, LLC FOR PREPARATION AND MANAGEMENT OF A REQUEST FOR INTEREST IN PROVIDING CONTRACT OPERATION SERVICES FOR THE BOROUGH’S WASTEWATER SYSTEM

WHEREAS, the Borough Council of the Borough of Washington has a need to contract the services of a consultant to prepare and manage a Request for Interest in Providing Contract Operation Services for the Borough’s Wastewater System as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A.4 or 20.5 as appropriate because highly specialized expertise on, and knowledge of, the Borough’s Wastewater system are required; 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 one year; and

WHEREAS, for budgetary purposes, the Borough Council of the Borough of Washington would like to have this contract reflect a not-to-exceed figure of \$29,700 with an hourly fee of \$150.00 and to include copying and digitizing expenses as detailed in a proposal from Public Works Management LLC dated May 10, 2016; and

WHEREAS, prior to execution of the contract, Public Works Management LLC shall complete and submit a Business Entity Disclosure Certification, which certifies that Public

Works Management 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 Public Works Management LLC 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:

Sewer Utility Operating Account 05-2016-56-502-2-28

NOW THEREFORE, BE IT RESOLVED that the Borough Council of the Borough of Washington enter into a contract with Public Works Management 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 copies of this resolution be forwarded to the Chief Financial Officer and Public Works Management LLC.

Resolution 152-2016 was moved on a motion by Noone, seconded by Conry, and approved.

ROLL CALL: Noone, Conry, Heinrich, Klimko, Thompson, McDonald
Ayes: 6; Nays: 0; Abstentions: 1 (Higgins)
Motion Carried

Resolution 153-2016 – Resolution Transferring Retail Consumption License #2121-33-007-002 (Washington Inn, Inc. t/a Felix’s Tavern) to Williams Irish Tavern, LLC - A Person-to-Person Transfer

Mayor McDonald stated Resolution 153-2016 is being pulled as the paperwork is not in order.

VOUCHERS

A motion was made by Conry, seconded by Heinrich, to approve the vouchers and claims in the amount of \$866,609.07.

Council Discussion:

Councilwoman Klimko asked for an explanation of a Clean Communities event and a mileage reimbursement.

ROLL CALL: Conry, Heinrich, Higgins, Noone, Thompson, McDonald
Ayes: 6; Nays 1 (Klimko); Abstentions: 1 (Thompson–Fire/EMS only)
Motion Carried

RECAP

The Clerk will ask the Interim Manager to contact the Warren Hills School District to discuss the addition of a crossing guard at the Middle School.

COUNCIL REMARKS

Councilwoman Conry thanked J. Monteverde and all those involved in a great Festival in the Borough.

Councilwoman Noone thanked the Business Improvement District and volunteers for the best Festival in the Borough and thanked those who supported the Farmers' Market. Councilwoman Noone reminded everyone the Borough 5K is this coming Saturday.

Councilman Heinrich thanked J. Monteverde for a great job with the Festival in the Borough as well as the Police Department and all those involved with the Festival.

Councilman Higgins thanked everyone involved with the Festival in the Borough. With regards to a newly formed Facebook page, Councilman Higgins doesn't feel Council deserves the heat it is getting on that page. He invites anyone with questions, comments or concerns to come to a meeting to get direct answers from Council.

Councilwoman Klimko thanked those involved with the Festival in the Borough and the Farmers' Market. She would like an update on the feral cat situation and asked for the status of the Borough's ordinances. Attorney Parikh will speak with the Interim Manager on this.

Councilman Thompson thanked the Business Improvement District for the Festival in the Borough. He asked if the tree outside Borough Hall will be lit at Christmas. Mayor McDonald stated it will be done in conjunction with the BID's Hometown Holiday event.

Mayor McDonald congratulated J. Monteverde and the Business Improvement District for a wonderful Festival in the Borough. Charitable organization Ghana 4E is sponsoring an Art Show beginning Saturday in the Stover Building to gather computers and set up a school in Ghana. Mayor McDonald invited everyone to attend.

Council took a short recess before entering into Executive Session.

EXECUTIVE SESSION

A motion was made by Noone, seconded by Conry, to approve Resolution 154-2016 Authorizing Executive Session for the purpose of discussing pending litigation, personnel matters, contract negotiations and attorney/client privilege matters at 8:42 pm.

Ayes: 7 Nays: 0

Motion Carried

RESOLUTION # 154-2016
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: _____

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.);

X 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: Borough Manager 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.

A motion was made by Noone, seconded by Conry, to come out of Executive Session at 9:42 pm.

Ayes: 7 Nays: 0
Motion Carried

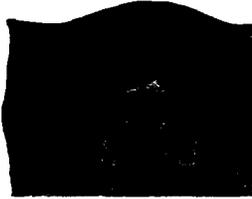
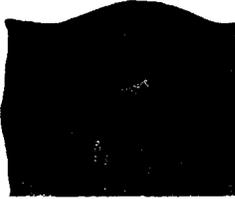
ADJOURNMENT

Hearing no further business, a motion was made by Higgins, seconded by Noone, to adjourn the meeting at 9:43 pm.

Ayes: 7 Nays: 0
Motion Carried

Mayor Scott McDonald

Ann Kilduff, RMC Borough Clerk



Washington Township Police Department
COUNTY OF WARREN

211 Route 31 North
Washington, NJ 07882
908.689.1630

Press Release

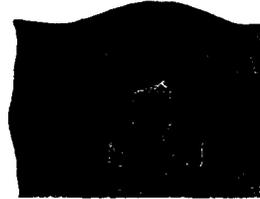
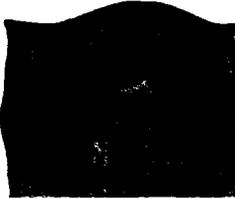
September 30, 2016

09/23/16 WTPD arrested Stephen Cleaver 3rd, age 20, of Oxford, NJ, for an \$89.00 warrant out of Union Township. He was processed and released after posting bail.

09/24/16 WTPD arrested Nicole Nieves, age 23, and Haley Ramirez, age 29, both of Washington, NJ, for possession of less than 50 grams of marijuana (CDS), possession of drug paraphernalia and a local ordinance for maintain a nuisance. On 09/24/16 at approximately 4:19 AM, officers were dispatched to a noise complaint in the 100 block of Broad St. in Washington Borough. Upon patrol's arrival and subsequent investigation, the above individuals were charged with possession of less than 50 grams of marijuana (CDS), possession of drug paraphernalia and a local ordinance for maintaining a nuisance. Both women were processed and released with a mandatory court date.

09/24/16 WTPD arrested David Best, age 58, of Washington, NJ for a \$945.00 outstanding warrant out of White Township. On 09/24/16 at approximately 1:10 PM, patrol observed Mr. Best, who was known to have an outstanding warrant, on E. Washington Ave in Washington Borough. The officer made contact with Mr. Best, confirmed the active warrant and took him into custody without incident. Mr. Best was processed and released with a new court date.

09/28/16 WTPD arrested Kyle Davidson, age 34, of Oxford, NJ, for a \$500.00 warrant out of Glen Gardner. He was processed and released after posting bail.



Washington Township Police Department
COUNTY OF WARREN

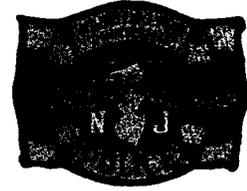
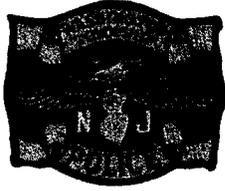
211 Route 31 North
Washington, NJ 07882
908.689.1630

09/28/16 WTPD arrested a juvenile female, of Washington, NJ for possession of (CDS) marijuana less than 50 grams and possession of drug paraphernalia. On 09/28/16 at approximately 3:43 PM, officers responded to the 100 block of W. Washington Ave in Washington Borough to assist the Warren County Prosecutor's Office and the Division of Child Protection and Permanency, who were conducting an investigation. The investigation resulted in a juvenile female being charged with possession of (CDS) less than 50 grams of marijuana, possession of drug paraphernalia on juvenile delinquency complaints. The juvenile was processed and released to a parent.

09/29/16 WTPD arrested Luke Santini, age 32, of Phillipsburg, NJ, for a \$700.00 outstanding warrant out of Clinton Township. On 09/29/16 at approximately 12:41 AM, patrol conducted a motor vehicle stop on E. Washington Ave in Washington Borough for an equipment violation. The officer's investigation resulted in the driver, Mr. Santini, being arrested for the outstanding warrant. He was processed, issued summonses for the maintenance of lamps and driving while suspended. Mr. Santini was turned over to NJSP.

09/29/16 WTPD arrested Beth McCann, age 35, of Port Murray, NJ, for a \$500.00 warrant out of Washington Borough. She was processed and released after posting bail.

09/29/16 WTPD arrested Glenn Mosher, age 61, of Stroudsburg, PA for possession of (CDS) marijuana less than 50 grams and possession of drug paraphernalia. On 09/29/16 at approximately 8:52 PM, patrol conducted a motor vehicle stop on Rte. 31 N. in Washington Borough for speeding. Upon further investigation the driver, Mr. Mosher, was found to be in possession of (CDS) marijuana less than 50 grams and possession of drug paraphernalia. He was processed, charged with for possession of (CDS) marijuana less than 50 grams and possession of drug paraphernalia. Mr. Mosher was also issued motor vehicle summonses for creating a risk of accident and possession of (CDS) in a motor vehicle. He was released with a mandatory court date.



Washington Township Police Department
COUNTY OF WARREN

211 Route 31 North
Washington, NJ 07882
908.689.1630

Press Release

October 06, 2016

10/01/16 WTPD arrested Kevin Sherman, age 25, of Washington, NJ for disorderly conduct and obstruction of the administration of justice. On 10/01/16 at approximately 2:19 AM, patrol observed Mr. Sherman screaming and yelling at several people on the corner of W. Washington Ave and Lincoln Ave in Washington Borough. While the officer was conducting his investigation, Mr. Sherman attempted to flee the scene but was quickly apprehended. Mr. Sherman was taken into custody without further incident. He was processed, charged with disorderly conduct and obstruction of the administration of justice. Mr. Sherman was released with a mandatory court date.

10/02/16 WTPD arrested James Moorehead, age 48, of Oxford, NJ, for an \$500.00 warrant out of Washington Township. He was processed and released after posting bail.

10/03/16 WTPD arrested Rebecca Halama, age 23, of New York, NY, Kimberly Halama, age 23, and John Halama age 21, both of Port Murray, NJ. On 10/03/16 at approximately 12:30 AM, officers were dispatched to a noise complaint in the 100 block of Belvidere Ave in Washington Borough. Upon patrol's arrival and subsequent investigation, John Halama and Kimberly Halama were charged with a local ordinance for maintaining a nuisance. Both were processed and released with a mandatory court date. Rebecca Halalam was charged with simple assault and released with a mandatory court date.

10/06/16 WTPD arrested Kristen Gallagher, age 29, of Washington, NJ for a \$500.00 warrant out of Washington Boruogh. She was processed and lodged in the WC Jail.

**WASHINGTON TOWNSHIP POLICE
DEPARTMENT
2016
MONTHLY REPORT**

ACTIVITY	SEPTEMBER
POLICE DISPATCHED INCIDENTS	2,419
TOTAL CRIMINAL INVESTIGATIONS	TOWNSHIP = 38
	BOROUGH = 37
	OXFORD = 9
TOTAL CRIMINAL ARREST	TOWNSHIP = 22
	BOROUGH = 15
	OXFORD = 1
TOTAL MOTOR VEHICLE CRASHES	TOWNSHIP = 23
	BOROUGH = 12
	OXFORD = 1
MOTOR VEHICLE STOPS/COMPLAINTS	688
MOTOR VEHICLE SUMMONS	TOWNSHIP = 87
	BOROUGH = 85
	OXFORD = 12
CRIMES TO ANOTHER'S PROPERTY	57
CDS /ALCOHOL INCIDENTS	61
DOMESTIC/FAMILY ISSUES	65
ALARMS	71
EMS/FIRE CALL	210
OTHER TYPES	1,231

**ALSO SEE OUR INTERACTIVE CRIME MAP LOCATED ON OUR FACEBOOK PAGE OR ON
OUR POLICE DEPARTMENT'S WEBSITE**

MUNICIPAL COURT
of
BOROUGH OF WASHINGTON
COUNTY OF WARREN

*Cc: Mgr./Clerk
Sept. Court Report*

100 Port Murray Road
Port Murray, NJ 07865
Phone: (908) 689-7066
FAX: (908) 689-9004



J. EDWARD PALMER
Judge
JERILYNN HARRIS
Court Administrator

Hours: 8 00 a.m. to 4:00 p.m.

court@mansfieldtownship-nj.gov

MEMORANDUM

To: Borough of Washington Mayor, Scott McDonald, CFO, N. Turchan

From: Jerilynn Harris, C.M.C.A.

Date:

RE: Monthly Management Report and Monthly Financial Report

cc:

If you have any questions please feel free to call me.

Thank you,

Jerilynn Harris, C.M.C.A.

REPORT ID : TFC5337
RUN DATE : 10/01/2016
RUN TIME : 19:24

NJ AUTOMATED MUNICIPAL SYSTEM
MONTHLY CASHBOOK REPORT
WASHINGTON BORO COURT
FOR THE MONTH OF SEPTEMBER 2016

PART 4 - DISBURSEMENT CHECKS

MAKE CHECK PAYABLE TO:	CHECK AMOUNT	ADDRESS	CHECK NUMBER	CROSS-REF W/BANKSTMT
2 - TREASURER, STATE OF NEW JERSEY RE: AUTOMATION FEE - AF ATS MODERNIZATION FUND - AM TOTAL ATS SURCHARGES	\$152.00 \$225.00 ----- \$377.00	AOC ATS SURCHARGE SECTION P.O. BOX 980 TRENTON, NJ 08625	DO NOT SEND CHECK- SENT VIA ACH	-----
3 - TREASURER, <u>Warren</u> COUNTY OF <u>Warren</u> RE: TITLE 39 SPLIT & VIDEO SURCHARGE (VY)	\$1,650.50	COUNTY TREASURER	<u>1304</u>	-----
4 - TREASURER, <u>Boro Washington</u> CITY OF <u>Washington</u> RE: TITLE 39 SPLIT, CRIMINAL FEES, COSTS, LOCAL PARKING, CONTEMPT, CRIMINAL BAIL FORFEITURE, ADDITIONAL PENALTIES, GENERAL FEES, UNREFUNDED OVERPAYMENTS, PUBLIC DEFENDER, PLAINTIFF COSTS, SPINAL MUNICIPAL, DWI SURCHARGE, JC CODE & VIDEO SURCHARGE (VM)	\$5,550.36	<u>Boro Washington</u> CITY OF <u>Washington</u>	<u>1305</u>	-----
5 - TREASURER, <u>Boro Washington</u> CITY OF <u>Washington</u> RE: PARKING OFFENSES ADJUDICATION ACT (\$2.00 FTA FEE - PA)	\$6.00	CITY OF <u>Boro Washington</u>	<u>1306</u>	-----
6 - TREASURER, STATE OF NEW JERSEY RE: VCCB, VAF, CF	\$185.00	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: DEDR	\$725.00	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 - FLF (SL)	\$100.00	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	-----	-----

XN7155 9086899004 >>

2016-10-06 12:17

REPORT ID : TFC5337
RUN DATE : 10/01/2016
RUN TIME : 19:24

NJ AUTOMATED MUNICIPAL SYSTEM
MONTHLY CASHBOOK REPORT
WASHINGTON BORO COURT
FOR THE MONTH OF SEPTEMBER 2016

PART 4 - DISBURSEMENT CHECKS

MAKE CHECK PAYABLE TO:	CHECK AMOUNT	ADDRESS	CHECK NUMBER	CROSS-REF N/BANKSTMT
10 - TREASURER, STATE OF NEW JERSEY RE: SAFE NEIGHBORHOOD FUND (SN) - 2121	\$350.00	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 08625-0189	_____	_____
12 - TREASURER, STATE OF NEW JERSEY RE: WEB FEE	\$96.00	AOC ATS 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)	\$.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	_____
14 - ALL OTHER CHECKS:				
(A) FILING FEES (FF)	\$.00	N/A	_____	_____
(B) CONDITIONAL DISCHARGE (CD)	\$66.00	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)	\$7.00	N/A	1307/1308	_____
(I) FOREST AND PARKS (FP)	\$.00	N/A	_____	_____
(J) UNEMPLOYMENT (U)	\$.00	N/A	_____	_____

XM7155 9086899004 >>

2016-10-06 12:17

REPORT ID : 070537
RUN DATE : 10/01/2016
RUN TIME : 19:24

NO AUTOMATIC MUNICIPAL SYSTEM
MONTHLY CHECKBOOK REPORT
WASHINGTON BORO COURT
FOR THE MONTH OF SEPTEMBER 2016

PART 4 - DISBURSEMENT CHECKS

NAME CHECK PAYABLE FOR	CHECK NUMBER	ADDRESS	CHECK AMOUNT	DATE	CROSS-REF W/AMSTRAD
(K) INTEREST	11		\$1.00	N/A	
(L) TRAVEL	12		\$1.00	N/A	
(M) DISBURSE	13		\$1.00	N/A	
(N) SPEN	14		\$1.00	N/A	
(O) CONSUMER AFFAIRS	15		\$1.00	N/A	
(P) ENVIRONMENTAL PROTECTION	16		\$1.00	N/A	
(Q) HOUSING	17		\$1.00	N/A	
(R) SOLID WASTE CONTROL	18		\$1.00	N/A	
(S) LAW AND TRAINING STAFF	19		\$1.00	N/A	
(T) BI-PASS ADMIN. FEE	20		\$1.00	N/A	
(U) BI-PASS TOLL	21		\$1.00	N/A	
(V) NO TRANSIT	22		\$1.00	N/A	
(W) COLLECTIONS	23		\$1.00	N/A	
(X) CONDITIONAL DISMISSAL	24		\$1.00	N/A	
(Y) ALL OTHER MISC FEES			\$1.00	N/A	
TOTAL OF ALL CHECKS DISBURSED:			\$7,213.88		
TOTAL OF ALL ACH DISBURSED:			\$0,908.19		
TOTAL OF ALL MONIES DISBURSED DURING THE MONTH:			\$8,122.07		

PROTECTION SERVICES
PO BOX SUPERVISION
111 JESSIE STREET
BUILDING 6 - 2ND FLOOR
210 BOX 987
LEWISTON, ME 04241

DO NOT SEND
CHECK SENT
VIA ACH

REPORT: TFC1626
 DATE : 10/01/2016

AUTOMATED TRAFFIC SYSTEM
 MONTHLY MANAGEMENT REPORT
 WASHINGTON BORO COURT

A. TICKET INVENTORY

	PARKING	MOVING	DWI	TOTAL
ADDED DURING MONTH	9	72	4	85
DISPOSED DURING MONTH	10	70	2	82

B. TICKETS PENDING - BY AGE

	PARKING	MOVING	DWI	TOTAL
1-30 DAYS	4	36	4	44
31-60 DAYS	3	12	0	15
61-90 DAYS	7	5	0	12
91-120 DAYS	4	5	2	11
120+ DAYS	40	5	2	47
TOTAL	58	63	8	129

C. ERROR REPORT

(UNDISPOSED TICKETS)

1- AUTOPIC ERROR STATUS	0	1	0
2- TOTAL ERROR STATUS	1	3	0

NON-DISPOSED CASE STATUS	CASES
1- ISSUED & PENDING TRIAL	44
1A- PENDING DMV LOOKUP	0
2- ELIGIBLE FOR PTA - FOR < 14 DAYS	2
3- ELIGIBLE FOR PTA - FOR 14+ DAYS	0
4- ELIGIBLE FOR DISMISSAL	2
5- BAD CHECK - NOT ELIG FOR WARRANT	0
6- CASE STATUS - PTA	18
7- CASE STATUS - FTUD	0
8- ELIGIBLE FOR WARRANT A- (MOVING)	5
B- (PARKING)	3
9- OUT OF STATE WARRANT (PARKING)	37
10- ELIGIBLE FOR DSUS/RSUS	1
11- CASE STATUS - PSUS	0
12- CASE STATUS - WARRANT	15
13- CASE STATUS - HELD 1-60 DAYS	0
61-120 DAYS	0
120+ DAYS	0
14- CASE STATUS - UNSW	0
15- OTHER STATUSES	2
TOTAL	129

G. CLOSED/DSUS TICKETS IN INVENTORY

1- SUSPENDED LICENSE (DSUS)	18
2- SUSPENDED REGISTRATION (RSUS)	6
3- CLOSED RULE (CLOS)	796

XM7155 9086899004 >>

REPORT ID: CMC1628
 RUN DATE : 10/01/2016
 RUN TIME : 16:10

NO AUTOMATED COMPLAINT SYSTEM
 MONTHLY MANAGEMENT REPORT
 WASHINGTON BORO COURT

PAGE: 1
 RUN : MONTHLY

AS OF : 10/01/2016

A. COMPLAINT INVENTORY	INDICTABLE	DIS PERS	OTHER NON TRAF	TOTAL
1. ADDED DURING MONTH	6	9	11	26
2. DISPOSED DURING MONTH	5	21	21	47
3. COMPLAINTS PENDING - BY AGE				
1. 1 - 30 DAYS	1	8	13	22
2. 31 - 60 DAYS		25	75	110
3. 61 - 90 DAYS		14	22	36
4. 91 - 120 DAYS		12	12	24
5. 121 - DAYS		43	49	92
TOTAL	1	113	171	285

F. NON-DISPOSED CASE STATUS	CASES
1. ISSUED AND PENDING TRIAL	29
2. ELIGIBLE FOR FTA - < 14 DAYS	
3. ELIGIBLE FOR FTA - > 14 DAYS	
4. CASE STATUS - FTA	15
5. CASE STATUS - BAD CHECK, UNDE	
6. ELIGIBLE FOR WARRANT	
A. ANY CASES NOT IN DSUS	11
*B. ANY CASE IN DSUS	
7. ELIGIBLE FOR DSUS	
**A. CASE STATUS - FTA	
B. CASE STATUS - WARR	3
8. WARR OUTSTANDING -NOT ELIGIBLE FOR DSUS	229
9. OTHER CASE STATUSES A: 1 - 60 DAYS	
(HELD, MILI, REEC, 2: 61 - 120 DAYS	
TRAF, EWAR: C: 121 - 180 DAYS	
D: 181 - DAYS	
10. OTHER CASES	
TOTAL	285

C. ERROR REPORT (UNDISPOSED COMPLAINTS)
 OFFENSE ERROR STATUS 13

G. WORK FLOW MANAGEMENT

1. LOCAL COMPLAINTS ENTERED > 4 DAYS FROM ISSUED DATE	2
2. STATE COMPLAINTS ENTERED > 3 DAYS FROM ISSUED DATE	

D. FINANCIAL SUMMARY - MONTHLY COLLECTIONS

FINES	2329.06
COSTS	544.00
MISC (VOCB)	1762.00
TOTAL	4635.06

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

E. TING PAYMENTS ACCOUNTS - SUMMARY

	# OF ACCOUNTS	# OF COMPLAINTS	SVALUE
1. OPEN AND RCAL	49	81	28006.75
2. DELINQUENT	9	23	6721.50
3. BAD CHECK	3	7	2358.00
4. ELIGIBLE DSUS	201	359	105823.58
5. DSUS STATUS	143	103	75885.14
6. TOTAL OUTSTANDING	405	573	219275.27

REPORT: TFC1628
 DATE : 10/01/2016

AUTOMATED TRAFFIC SYSTEM
 MONTHLY MANAGEMENT REPORT
 WASHINGTON BORO COURT

PAGE 2
 SEPTEMBER

D. RESERVED CASES

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

E. FINANCIAL

1- TIME PAYMENTS (ADJUDICATED CASES)				367
2- AMOUNT OUTSTANDING \$	288	138,623	31,459	170,370
3- COLLECTIONS DURING MONTHS	898	5,637	428	5,563
4- BAIL FORFEITURES \$	0	0	0	0
5- BAIL ACCOUNT BALANCE \$	0	300	0	300
6- SUSPENSE FUND BALANCE			3	0
7- CASES ON OVER-PAYMENT STATUS				0
8- VALUE OF TOTAL NON-REFUNDED OVER-PAYMENTS			5	0

H. TICKET ASSIGNMENT

1- ASSIGNED BUT NOT ISSUED:	
0-60 DAYS	224
60-121 DAYS	82
121-180 DAYS	51
181+ DAYS	6
TOTAL	366

2- ISSUED MONTHLY, BUT NOT ASSIGNED:	6
--------------------------------------	---

I. WORK MANAGEMENT (DAILY WORK VOLUME)

OF CASES

1- LOCAL POLICE TICKETS ARE GREATER THAN 4 DAYS FROM ISSUE DATE	31
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	0

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.

P 6/7

XM7155 9086899004 >>

2016-10-06 12:17

September 2016 Zoning/Code Enforcement

Spoke to both business about furniture and items at the curb and blocking the sidewalk.
I expect to be issuing a summons to one of the business owners.

Following the county prosecutors officers I closed the Red Tree Massage business on W Washington Ave. for numerous Zoning Violations.

Again 256 Belvidere Ave. has created problems for this office. An ongoing problem caused by the tenants, businesses and property owner.

Averaging 11 to 19 phone messages a day. All are returned.

This month I will be issuing Summons to all Business Owners that haven't paid their 2016 Business license.

Now have 163 Foreclosed/Abandoned homes in the boro.

2016 ZONING CODE ENFOR.

MONTH	WARNINGS ISSUED	COMPLAINTS	SUMMONS ISSUED	INVESTIGATIONS	ZONING APPL.	ZONING DENIED
JANUARY	31	12	8	12	4	
FEBRUARY	18	11	1	6	4	1
MARCH	28	14	7	5	6	2
APRIL	15	21	6	9	9	2
MAY	57	34	9	15	9	3
JUNE	11	16	0	8	3	1
JULY	21	46	3	11	7	1
AUGUST	18	31	11	10	16	3
SEPTEMBER	31	22	3	8	13	3
OCTOBER						
NOVEMBER						
DECEMBER						
TOTALS	227	168	48	83	71	14

RESOLUTION 153-2016

**A RESOLUTION TRANSFERRING RETAIL CONSUMPTION LICENSE
NUMBER 2121-33-007-002 (T/A FELIX'S TAVERN) TO WILLIAMS IRISH TAVERN, LLC
A PERSON-TO-PERSON TRANSFER**

WHEREAS, application has been made to the Borough Clerk for the transfer of Liquor License #2121-33-007-002, presently held by Washington Inn Inc. t/a Felix's Tavern; and

WHEREAS, Washington Inn, Inc. t/a Felix's Tavern has submitted their consent to the transfer of Retail Consumption License #2121-33-007-002; and

WHEREAS, in the case of a person-to-person 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.

NOW, THEREFORE, BE IT RESOLVED, that the Borough Council of the Borough of Washington, Warren County, New Jersey does hereby consent and approve of this transfer of liquor license for a Retail Consumption License #2121-33-007-002 presently held by Washington Inn, Inc. t/a Felix's Tavern.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 155-2016

**RESOLUTION OF THE BOROUGH OF WASHINGTON
ELIMINATING LONGEVITY PAYMENTS**

WHEREAS, the Borough of Washington eliminated longevity payments to CWA employees in 2005;
and

WHEREAS, the longevity payments to non-union employees was also eliminated in 2005; and

WHEREAS, the elimination of longevity payments to non-union employees is not reflected in the
Borough's Non-Union Personnel Policy; and

WHEREAS, the Borough has not updated the Non-Union Personnel Policy since May 6, 2003.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington, County
of Warren that

1. The formal policy of the Borough is to eliminate longevity payments to all employees; and
2. That when next updated, the Non-Union Personnel Policy will not include a longevity section.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 156-2016

**RESOLUTION AUTHORIZING THE USE OF THE WASHINGTON
BOROUGH MUNICIPAL BUILDING AS AN EVACUATION CENTER
FOR THE FAMILY GUIDANCE AFTER SCHOOL PROGRAMS
AT TAYLOR STREET AND MEMORIAL ELEMENTARY SCHOOLS**

WHEREAS, Family Guidance Center of Warren County operates the after school programs at Taylor Street and Memorial Elementary Schools; and

WHEREAS, in order to be prepared for an emergency, Family Guidance Center of Warren County has requested authorization to utilize the Washington Borough Municipal Building in the event either or both schools are required to be evacuated.

NOW, THEREFORE BE IT RESOLVED by Borough Council of the Borough of Washington that authorization is hereby granted to Family Guidance Center of Warren County to utilize the Municipal Building in the event either or both Taylor Street and Memorial Elementary Schools are required to be evacuated.

BE IT FURTHER RESOLVED that Family Guidance Center of Warren County will maintain adequate staffing to properly supervise the children while in the Municipal Building.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 157-2016

**RESOLUTION OF THE BOROUGH OF WASHINGTON
PROHIBITING PERSONAL USE OF MUNICIPAL VEHICLES**

BE IT RESOLVED by the Borough Council of the Borough of Washington, County of Warren that a policy prohibiting personal use of municipal vehicles is hereby adopted.

BE IT FURTHER RESOLVED that any employee authorized to use municipal vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the Internal Revenue Service.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 158-2016

**RESOLUTION OF THE BOROUGH OF WASHINGTON
MONITORING MANAGEMENT OF THE BOROUGH'S RATABLE BASE**

WHEREAS, monitoring management of the Borough's ratable base is fundamental to helping to ensure fiscal stability.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Washington, County of Warren that a policy is hereby established wherein the Borough Tax Assessor is required to notify the Borough Council, Borough Manager and Chief Financial Officer of all tax appeals upon filing, but no later than June 1st of each year.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 159-2016

**RESOLUTION OF THE BOROUGH OF WASHINGTON
SUPPORTING SUBMISSION OF APPLICATION FOR
NEW JERSEY DEPARTMENT OF TRANSPORTATION
TRANSPORTATION ALTERNATIVES PROGRAM**

WHEREAS, the Borough of Washington is applying for funding to conduct pedestrian safety improvements including sidewalk replacement, ADA compliant curb ramps, crosswalks and signage within the Borough of Washington; and

WHEREAS, the project will help to continue and improve the promotion and encouragement of pedestrian access and safety for school children, residents and the commercial district to these important community activity centers:

- a. Taylor Street Elementary School
- b. Washington Borough Town Hall
- c. United States Post Office
- d. The Vault Youth Center
- e. Habitat for Humanity of Warren County
- f. Washington Public Library
- g. Warren Hills Middle School
- h. Washington Memorial Elementary School

WHEREAS, maintenance of the facility, once constructed, will be assumed by the Borough of Washington with the exception of (1) local ordinances that places maintenance responsibility with each individual property owner, and (2) those crosswalks on State Highways.

NOW, THEREFORE BE IT RESOLVED, by the Council of the Borough of Washington that it hereby supports the submission of a grant application for the Transportation Alternatives Program within the State of New Jersey Department of Transportation and authorizes the Mayor, Manager and the Municipal Clerk to execute any and all documents necessary and related to the submission of said grant application or grant agreement.

The above Resolution was moved by _____, seconded by

_____, voted and carried this 18th day of October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 160-2016

**RESOLUTION ESTABLISHING THE MONITORING OF
PILOT AND REDEVELOPMENT AGREEMENTS**

WHEREAS, Payments In Lieu of Taxes (PILOTs) and Redevelopment Agreements may be used as tools for economic development; and

WHEREAS, it is imperative that PILOT and Redevelopment Agreements be monitored to ensure that the terms of such agreements are complied.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington, County of Warren that:

1. The Borough Manager is designated as the monitor for PILOT and Redevelopment agreements, and
2. The Borough Manager shall develop and implement a documented process to track the requirements of each PILOT and Redevelopment Agreement.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 161-2016

**RESOLUTION UPDATING THE PERSONNEL POLICIES
RELATING TO NON-UNION EMPLOYEES**

WHEREAS, there is a need to update personnel policies relating to non-union employees

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington, County of Warren that:

1. Full time, non-union employees shall receive the same medical, prescription, dental and vision benefits as CWA covered employees, unless otherwise superseded by the Code of the Borough of Washington and/or New Jersey State Statutes or regulations, and
2. Non-union employees shall receive the same number of leave days as CWA covered employees, unless otherwise superseded by the Code of the Borough of Washington and/or New Jersey State Statutes or regulations.

BE IT FURTHER RESOLVED that effective January 1, 2017, non-union employees shall receive no payments for unused sick days accrued after January 1, 2017. Unused sick days accrued prior to January 1, 2017 shall be subject to the previously established maximum payment of \$15,000.00.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk

RESOLUTION 162-2016

**RESOLUTION EXTENDING THE OPTION AGREEMENT
FOR GRANT OF EASEMENT AND RIGHT-OF-WAY
WITH NEW JERSEY AMERICAN WATER**

WHEREAS, on November 7, 2014, the Borough of Washington and New Jersey-American Water Company, Inc. entered into an Option Agreement for Grant of Easement and Right-of-Way to provide New Jersey-American Water Company with the option to purchase an easement and right-of-way on a portion of Lot 78 in Block 48 in Washington Township and owned by the Borough with two (2) option periods from November 7, 2014 to November 6, 2015 and from November 7, 2015 to November 6, 2016; and

WHEREAS, New Jersey-American Water Company wishes to further extend the option for an additional twelve (12) months from November 7, 2016 to November 6, 2017 with the right to extend the option for additional twelve (12) month periods.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington that:

1. The Option Agreement with New Jersey-American Water Company is hereby extended.
2. The non-refundable option fee for each twelve (12) month extension period shall be \$14,000.00 payable on or before November 7 of the option period.
3. All option payments shall be credited against the final easement purchase price of \$140,000.00.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk



BOROUGH OF WASHINGTON

100 BELVIDERE AVENUE · WASHINGTON, NEW JERSEY 07882-1426

PHONE: (908) 689-3600

www.washingtonboro-nj.org

FAX: (908) 689-9485

A Council Manager Community

BOROUGH MGR. / CLERK Ext. 113
CODE ENFORCEMENT Ext. 139
RECREATION Ext. 136
FINANCE Ext. 117
FIRE PREVENTION Ext. 123

INFORMATION Ext. 119
SEWER Ext. 116
TAX ASSESSOR Ext. 121
TAX COLLECTOR Ext. 117
ZONING Ext. 131

TO: Mayor & Council

FROM: Jasmine Lim, Interim Borough Manager

RE: New Jersey American Water Option Agreement

DATE: October 13, 2016

As previously mentioned, NJAW has requested an extension of its option agreement to purchase an easement on the Borough's former landfill located in Washington Township. The purpose of the easement is to locate a water tank to provide improved service to residents of Washington Township. The original option agreement calls for an easement purchase price of \$140,000. The non-refundable option fee of \$14,000 was payable upon exercise of the option for two 12 month periods. We received the first option payment in December 2014 and just recently received the second option payment.

NJAW is requesting up to as many as eight (8) additional 12-month extensions under the same terms as the first two options – a \$14,000 non-refundable option fee for each 12-month extension, payable at the beginning of each option period.

Additionally, NJAW has agreed to reimburse the Borough for prior Engineering bills relating to the project totaling \$1,045. Going forward, if this project requires further review by Borough professionals, the Borough will obtain written consent from NJAW prior to the such review to receive reimbursement from NJAW.

NJAW's request for extending the option agreement is attached.



NEW JERSEY
AMERICAN WATER

120 Raider Boulevard
Hillsborough, NJ 08844

P 908 431.3257
F 908 431.3260

www.amwater.com/NJAW

October 13, 2016

Ms. Jasmine Lim
Interim Borough Manager
Borough of Washington
100 Belvidere Avenue
Washington, NJ 07882

Re: Extension of Option Agreement

Dear Ms. Lim:

New Jersey-American Water Company, Inc. ("New Jersey American Water") and the Borough of Washington ("Borough") entered into the Option Agreement for Grant of Easement and Right of Way ("Option Agreement"), which provided New Jersey American Water with the option to purchase an easement and right of way on a portion of certain property owned by the Borough. The Option Agreement provided an initial option period of twelve months, from November 7, 2014, to November 6, 2015. If New Jersey American Water did not exercise the option within the initial twelve months, New Jersey American Water had the right to extend the option period for an additional twelve months, from November 7, 2015 to November 6, 2016. New Jersey American Water elected to extend the Option and paid the Borough the requisite, non-refundable fee of \$14,000 for the extension.

New Jersey American Water wishes to extend the option for an additional twelve months from November 7, 2016 to November 6, 2017. The fee for this extension is \$14,000, payable in November 2016, which shall be nonrefundable, but credited against the purchase price if New Jersey American Water exercises the option within the extended period. In addition, if New Jersey American Water does not exercise the option in the extended period, it has the right to extend the option for additional twelve month periods. Each extension will require an additional \$14,000 non-refundable fee payable in November at the beginning of the option period, with each fee credited against the total easement cost of \$140,000.

By countersigning below, the Borough agrees to the above.

Very truly yours,

Bryan D. Slota, P.E.
Sr. Project Engineer

Borough of Washington

By: _____

Name: _____

Title: _____

RESOLUTION 163-2016

RESOLUTION AUTHORIZING TILCON TO PAVE BOROUGH ROADS

WHEREAS, various roads in the Borough are in need of repaving; and

WHEREAS, the Borough is a member of the Morris County Cooperative Purchasing Council which awarded the 2016 paving contract to Tilcon; and

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Washington, County of Warren that Tilcon is authorized to perform the Borough's 2016 road paving project, not to exceed a total cost of \$276,000.

The above Resolution was moved by _____,

seconded by _____, voted and carried this 18th day of

October, 2016.

Roll Call: Ayes:
 Nays:
 Abstentions:

Ann Kilduff, RMC
Borough Clerk



BOROUGH OF WASHINGTON

100 BELVIDERE AVENUE • WASHINGTON, NEW JERSEY 07882-1426

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INFORMATION Ext. 119
SEWER Ext. 116
TAX ASSESSOR Ext. 121
TAX COLLECTOR Ext. 117
ZONING Ext. 131

TO: Mayor and Council

FROM: Jasmine Lim *QR*

RE: Proposed Closure of Railroad Ave Crossing

DATE: October 11, 2016

Northern Southern requested that the Railroad Ave Crossing be closed and DOT is reviewing the request. A traffic count was conducted in May along with an analysis of additional distances that would be traveled if the crossing was closed. (Attached)

Harold Warne of Youmans Ave stopped in my office today. He was very concerned about the proposed closing of the Crossing on Railroad Ave. He probably will not be able to attend the October 14 Council meeting and has asked that his letter to DOT be read into the record. (Letter attached) He was told by DOT that Council would also need to approve the closing. I'm not sure how familiar the Council is with this proposal so I thought I would bring you up-to-date on the issue.

In August, I requested input from the emergency services, the Board of Education, the Post Master and the garbage hauler. I received responses from Police Chief Ciccarelle, Fire Chief Fox and the transportation coordination for the Warren Hills School District. All are opposed to the closing of the crossing. (Responses attached)

DOT sent a survey to a limited number of residents in the immediate vicinity of the Railroad Ave crossing. (A copy of the survey & map are attached) The surveys are due back on October 21.

I have also attached a copy of the criteria considered by DOT in making a decision regarding closing of railroad crossings.

There are two issues the Council should consider:

1. Whether the survey area should be expanded. I don't know if DOT will expand the survey area but the Borough can, on its own, survey an expanded area of residents.
2. Whether the Council would like to take a stand on this issue.

Based on my review of the documents I have provided you, I recommend that the Borough strongly oppose the proposed closing of the railroad crossing on Railroad Avenue on the basis of public safety and inconvenience to Borough residents and other travelers.

State of New Jersey

10/12/2016

Department of Transportation

Structural and Railroad Engineering Services

P.O. Box 600

Trenton, New Jersey 08625-0600

I failed to find the reason(s) for the potential closing of RR Avenue in the letter sent to some Boro residents by Barbara Foran, Diagnostic Team Leader, Department of Transportation. Points 9 and 10 in the letter indicate the closure would result in a quieter neighborhood – this hardly warrants the inconvenience the closure would cause to the same residents. There is also the issue of public safety. The closure would have a significant impact in the response time of both the fire departments and the township police. It would also impact the bus routes for the school districts. After speaking with Ms. Foran on 10/12/2016, I learned that there are two reasons for this proposal: 1. Money and 2. Safety. After speaking with the Chief of the Township Police on 10/12/2016, I learned that there were no accidents in recent memory involving the railroad crossing.

In addition, I take exception to points numbered 5,6,7 and 8 in her letter:

5 Her figures have nothing to do with the reality of persons traveling from point A to point B and they fail to take into account that persons using her figures would be forced to use major highways instead of residential roads; regardless her figures are incorrect. I travel RR Avenue a minimum of two times per day going from Youmans Avenue to my destination on Railroad Avenue a distance of .4 miles. Using her new and improved routes my car odometer shows it is .2 miles to Route 57 east and an additional;1.2miles to Washburn Avenue where I would be forced to make a right turn that is so sharp that I would be forced to turn into the lane of traffic trying to turn onto Rte. 57. If I survive the turn, the total mileage to my destination would be 2 miles not the .75 indicated in Foran's letter. Her math is equally poor if I travel the western route. She indicates the distance would be .4 miles when in reality it would be 1.3 miles for me. It is .1 miles to Route 31 south where a left turn is normally difficult and during rush hour impossible. It is another .6 miles to Washburn Avenue, also a difficult turn during rush hour. To arrive at my destination on RR Avenue would take 1.3 miles. Also, the turn onto Railroad from Washburn involves a blind spot making it impossible to see oncoming traffic traveling west on Washburn. This proposal is certainly not concerned with the safety of the residents of the Boro of Washington or of the people passing through.

6. The alleged traffic count supposedly took place over three days at different times. On May 2nd traffic was counted from 6am to 12pm . On May 4th it was counted from 12pm to 7pm while on May 5th it was taken from 6am to 2pm. There was never a count taken on any 24 hour basis which would be the only way to get accurate usage figures. I drive this route every day, and I was never aware of any persons counting vehicles.

7. This is simply untrue as I pointed out in point number 5. Alternate routes would increase significantly beyond her statement that they "...would not increase by more than one half mile."

8. Interviewing one resident and utilizing that person's opinion as representative of anything is simply unacceptable and contrary to all acceptable survey methodology.

Another obvious weakness in survey letter was the selection of the recipients. Instead of surveying the residents of Railroad Avenue and Washburn Avenue, those who actually use this route, O'Shea Street and James Street were selected and used to justify a slight increase in mileage to certain points. The problem with this is that there are no houses on O'Shea Street and only two on James Street.

Sincerely,

Harold Warne

107 Youmans Avenue

Washington, NJ 07882

State of New Jersey

10/12/2016

Department of Transportation

Structural and Railroad Engineering Services

P.O. Box 600renton, New Jersey 08625-0600

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Sincerely,

Harold Warne

107 Youmans Avenue

Washington, NJ 07882

RAILROAD AVENUE - BOROUGH OF WASHINGTON - WARREN COUNTY

 Route 31 at-grade crossing - approx .4 miles

Number of Homes

Oshea Street	1
James Street	2
Fisher Avenue	18
Railroad Avenue(between Wasburn & Oshea)	17

Entrance to Railroad Avenue Recreation Pro NO

During a three day observation

	MON	WED	THU
	2-May	4-May	5-May
	<u>6am-12pm</u>	<u>12pm-7pm</u>	<u>6am-2pm</u>
Trains		3	
Cars	257	430	296
Lt Trucks	2	1	4
Tractor Trailers			
School Buses	4	2	4
UPS/Post		1	1
Garbage	2		2
Bicycles	1	1	3
Pedestrians	4	4	3

Monday	Equal amounts of traffic NB/SB	NB traffic from Oshea & CR 630
Wednesday	Heavier traffic flow SB	Possible cut-through
Thursday	Equal amounts of traffic NB/SB	

DISTANCES

						<u>Delta</u>
Oshea Street	Taylor School	☆	Via	Railroad Avenue	0.8 miles	
				Hillcrest Avenue	1.3 miles	0.5
Oshea Street	Washington MS	☆	Via	Railroad Avenue	1.5 miles	
				Hillcrest Avenue	1.8 miles	0.3
Oshea Street	Washington Diner	★	Via	Railroad Avenue	0.5 miles	
				Hillcrest Avenue	0.9 miles	0.4
Oshea Street	CNR Washington & Rt 31	★	Via	Railroad Avenue	0.42 miles	
				Hillcrest Avenue	0.96 miles	0.5
Oshea Street	CNR Hillcrest & Rt 31	★	Via	Railroad Avenue	0.8 miles	
				Hillcrest Avenue	0.57 miles	0.3
Oshea Street	Firehouse Washington Boro	★	Via	Railroad Avenue	0.8 miles	
	100 Belvidere Ave			Hillcrest Avenue	1.1 miles	0.3
	Northwest of Crossing					
Oshea Street	Firehouse Washington Twp	★	Via	Roadroad Avenue	0.5 miles	
	196 Washburn Avenue			(No Crossing)		
	South of Crossing					



Washington Township Police Department

COUNTY OF WARREN

211 Route 31 North
Washington, NJ 07882



Headquarters: 908-689-1630
Dispatch: 908-689-1111
Fax: 908-689-8512

THOMAS J. CICERELLE
Chief of Police

Date: August 24th, 2016

To: Jasmine Lim
Interim Borough Manager

From: Thomas J. Cicerelle
Chief of Police

RE: Proposed closing of the rail crossing on Railroad Ave.

Jasmine,

The Washington Township Police Department strongly opposes the proposed closure of the Railroad Ave. rail crossing. This road is our shortest and fastest emergency route to the southeastern section of Washington Township and the village of Changewater. We have many serious motor vehicle accidents at or near the intersection of Changewater Rd and Asbury Anderson Rd. and our emergency services frequently use Railroad Ave. to respond to same. The proposed detours would delay our response as well as force emergency response vehicles to drive through more populated residential areas causing added risk to the residents of those areas.

Respectfully,

A handwritten signature in black ink, appearing to read "Thomas J. Cicerelle", written over the word "Respectfully".

Thomas J. Cicerelle
Chief of Police

manager@washingtonboro-nj.org

From: fox106@comcast.net
Sent: Monday, August 29, 2016 8:15 PM
To: manager@washingtonboro-nj.org
Subject: Closing of RR crossing

Jasmine,

I am responding to your letter regarding the closing of the RR crossing on Railroad Ave. I do not support this and believe this will be unsafe for public safety. With regards to responses to residences south of the rail crossing as well as mutual aid responding from the Washington Twp Fire Dept's Washburn station. My bigger concern is the material that is stored in the rail yard. Some of the material that is stored there in rail cars needs to be cooled down in the event of a emergency. Which will require us to utilize all hydrants in the area one which is south of the crossing, This closing would also hinder the evacuation of residents in the area in the event of an emergency in the rail yard or at the Basf facility. I hope my concerns for the safety of the residents are considered in this matter.

Thank You

Joe Fox,Jr
Fire Chief
Washington Fire Department

manager@washingtonboro-nj.org

From: Peggy Edmiston <pedmiston@washtwpsd.org>
Sent: Friday, August 26, 2016 2:36 PM
To: manager@washingtonboro-nj.org
Cc: clymere@warrenhills.org
Subject: Proposed Closing of Norfolk Southern Rail Crossing on Railroad Ave.

Jasmine,

I am writing on behalf of Warren Hills Regional School District in response to the letter dated August 12, 2016 regarding the proposed closing. The closing of the tracks would create timing issues, longer bus routes and more time on the bus for students who are bused from that area as well as adding an additional 8-9 minutes of walk time for the student who are not courtesy bused.

Warren Hills High School currently has several buses that travel on Railroad Ave. and has two (2) bus stops that would be affected by the proposed closing. The district has a shuttle route starting on Railroad and heads north to its first stop at Railroad & James, then continues to a stop at Park & Youmans. This shuttle route is tiered between a route in the district and a route with Mansfield Elementary School. Shuttle routes are designed to transport large groups of students to various areas in town in a quick and efficient manner.

If the tracks are closed off, the bus would have to take an alternate route adding time and mileage to the route causing both children with special needs and general education students to be on the bus longer. Since the bus is tiered with another route prior to the shuttle, adjusting the times would require the first route to arrive at the school prior to 7am. Faculty and Staff do not arrive until 7am; this would mean that the students would be left unattended.

I hope the Borough will consider these challenges the students and the district will face should the track get closed. If you have any questions, please feel free to contact me.

Thank you,

Peggy Edmiston
Transportation Coordinator
Washington Twp/Warren Hills SD
908.689.1119 x1603



State of New Jersey

DEPARTMENT OF TRANSPORTATION
P.O. Box 600
Trenton, New Jersey 08625-0600



RICHARD T. HAMMER
Commissioner

CHRIS CHRISTIE
Governor

KIM GUADAGNO
Lt. Governor

August 16, 2016

[Redacted address]

to Bob B / left turning / Wash / 13 / 9 to 2059 / 90' for / 2 miles / 4 RB / 100

RE: Railroad Avenue At-Grade Crossing Survey

Dear Washington Borough Resident

The New Jersey Department of Transportation, Railroad Engineering Services Unit, requests your participation in the following survey. Your input will assist in determining the potential closure of the railroad at-grade crossing on Railroad Avenue.

Norfolk Southern Corporation requested a review for the potential elimination of the at-grade crossing on Railroad Ave. The following conditions pertain to the crossing:

- Norfolk Southern Corporation owns, operates and maintains the railroad tracks.
- Railroad Avenue is a municipal roadway, one (1) lane in each direction, under the jurisdiction of the Borough of Washington. The posted speed limit is 25 mph.
- The at-grade crossing is on a crest and curvature of the roadway.
- Passive railroad warning devices currently control the Railroad Avenue at-grade crossing. The passive warning devices consist of wood post mounted crossbucks (R15-1).
- Two grade-separated crossings are in close proximity to the Railroad Avenue at-grade crossing: one approximately .4 miles to the west and one approximately .75 miles to the east.
- A traffic count performed by NJDOT Railroad Engineering Services in early May determined less than 500 vehicles utilized the crossing, in a twelve-hour period.
- Alternate routes would not increase by more than one half mile.
- An interview with a local resident revealed the concern of the tendency of motorists to speed and damage property when traveling south over the crossing.
- Closure will provide a quieter neighborhood setting.
- There will be no train horns at this location if closed.

[Handwritten signature]

Any questions please contact: Barbara.Foran@dot.nj.gov
Diagnostic Team Leader
Structural and Railroad Engineering Services

Please indicate your opinion for or against the closure of Railroad Avenue at-grade crossing and return this page in postage paid pre-addressed envelope by Friday October 21, 2016.

I/We are IN favor of the Railroad Avenue At-Grade Crossing Closure _____

I/We are NOT in favor of the Railroad Avenue At-Grade Crossing Closure _____

If not, please state your reasons:

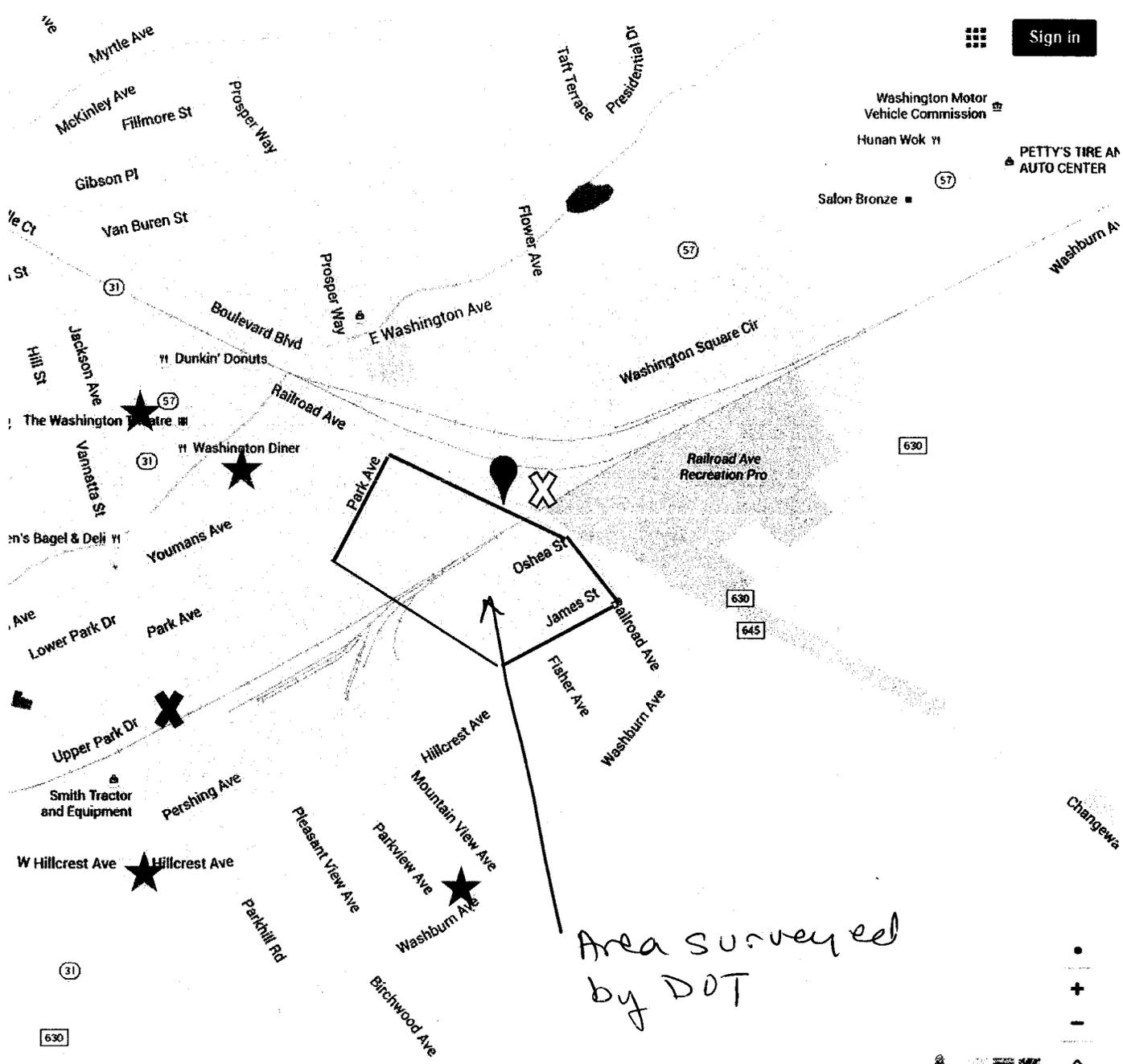
Last Name: _____

Address: _____

THANK YOU

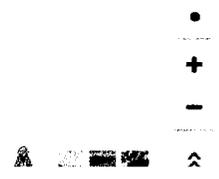
*N. Regan
Ex Dis 993 402
6600*

*Commissioner 409 530
3536
609 530 3686
Worcester Debbie*



Area surveyed
by DOT

Sign in



Changewa

Railroad-Highway Grade Crossing Handbook—Revised Second Edition

5. Closure

Highway-rail grade crossings should be considered for closure and vacated across the railroad right of way whenever one or more of the following apply:

- a. An engineering study determines a nearby crossing otherwise required to be improved or grade separated already has acceptable alternate vehicular access, and pedestrian access can continue at the subject crossing, if existing.
- b. On a life-cycle cost basis, the cost of implementing the recommended improvement would exceed the cost of providing an acceptable alternate access.
- c. If an engineering study determines any of the following apply:
 - i. FRA Class 1, 2, or 3 track with daily train movements:
 - a. AADT less than 500 in urban areas, acceptable alternate access across the rail line exists within .4 km (one-quarter-mile), and the median trip length normally made over the subject crossing would not increase by more than .8 km (one-half-mile).
 - b. AADT less than 50 in rural areas, acceptable alternate access across the rail line exists within .8 km (one-half-mile), and the median trip length normally made over the subject crossing would not increase by more than 2.4 km (1.5 miles).
 - ii. FRA Class 4 or 5 track with active rail traffic:
 - a. AADT less than 1,000 in urban areas, acceptable alternate access across the rail line exists within .4 km (one-quarter-mile), and the median trip length normally made over the subject crossing would not increase by more than 1.2 km (three-quarters-mile).
 - b. AADT less than 100 in rural areas, acceptable alternate access across the rail line exists within 1.61 km (1 mile), and the median trip length normally made over the subject crossing would not increase by more than 4.8 km (3 miles).
 - iii. FRA Class 6 or higher track with active rail traffic, AADT less than 250 in rural areas, an acceptable alternate access across the rail line exists within 2.4 km (1.5 miles), and the median trip length normally made over the subject crossing would not increase by more than 6.4 km (4 miles).
- d. An engineering study determines the crossing should be closed to vehicular and pedestrian traffic when railroad operations will occupy or block the crossing for extended periods of time on a routine basis and it is determined that it is not physically or economically feasible to either construct a grade separation or shift the train operation to another location. Such locations would typically include:
 - i. Rail yards.
 - ii. Passing tracks primarily used for holding trains while waiting to meet or be passed by other trains.

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)			
2121	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
	General Management - GM		
Yes	Has your municipality 1) explored all potential shared service opportunities; and 2) filed a copy of all shared service agreements presently in effect for which it provides the service, along with any amendments thereto, with the Division (excluding cooperative purchasing agreements governed by the Local Public Contracts Law)? In the Comments section, please identify all explored all potential shared service opportunities, whether an agreement resulted and, where no agreement was reached, the reason(s) why.	Shared court. Shared police services with Washington Township renewed. County health services. Shared legal services for COAH issue. No agreements but our Fire Official, CFO, Acting Clerk, Tax Assesor & ACO also provide services to other towns.	
Yes	Has your municipality adopted a written vehicle use policy prohibiting personal use of municipal vehicles (except for commuting), and providing that employees authorized to use such vehicles for commuting to/from work have a fringe benefit value added to the gross income reported on the employee's W-2 (unless the vehicle meets the "qualified non-personal vehicle" criteria specified by the IRS)? Only answer "N/A" if your municipality does not have any municipally-owned vehicles.		
Yes	Active monitoring management of a municipality's ratable base is fundamental to helping ensure fiscal stability. Does your municipality have an established written policy requiring its tax assessor to notify the chief financial officer and the governing body of all tax appeals upon filing, but no later than June 1st each year?		

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Yes	Does your municipality maintain an up-to-date municipal website containing at minimum the following: past three years adopted budgets; the current year's proposed budget (including the full adopted budget for the current year when approved by the governing body); most recent annual financial statement and audits; notification(s) for solicitation of bids and RFPs; and meeting dates, minutes and agendas for the governing body, planning board, board of adjustment and all commissions?	
No	A municipality's participation in FEMA's <u>National Flood Insurance Program Community Rating System</u> can lead to significant flood insurance premium reductions for its homeowners. An explanation of the program may be found on FEMA's website at http://www.fema.gov/national-flood-insurance-program/national-flood-insurance-program-community-rating-system , and more information on how the NJDEP's statewide CRS coordinator can assist with improving your rating can be found at http://www.nj.gov/dep/floodcontrol/about.htm . <u>Does your municipality have, or has your municipality made an application to FEMA for, a Community Rating System ranking of at least Class 9?</u>	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)			
2121	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question		Comments
No	<p>The "Director's Ratio" (the average ratio of assessed to true market value) for each municipality as determined by the Director of the Division of Taxation, in the Table of Equalized Valuations promulgated annually pursuant to <u>N.J.S.A. 54:1-35.1</u>. A Director's Ratio of lower than 85 percent generally denotes lack of uniformity in assessments and indicates a need for revaluation. <u>N.J.A.C. 18:12A-1.14</u>. <u>If the ratio of assessed values to market values in your municipality is presently less than 85%, has your municipality at minimum awarded a contract for the updating of tax maps and earmarked funds in its budget for the hiring of relevant firms and/or professionals?</u></p>		<p>The 2016 Director's ratio is 83.94%, significantly improved from a Great Recession low of 64.27% in 2008 and significantly improved from the 2006 ratio of 74.01% and 2007 ratio of 66.26%.</p>
Yes	<p>The Local Government Ethics Law, designed to ensure transparency in government, requires local government officers to file Financial Disclosure Forms. Compliance by local elected officials is particularly important. <u>Have all of your local elected officials filed their Financial Disclosure Form in 2016 that covers the 2015 calendar year?</u></p>		
Yes	<p>While outside employment by municipal officials can sometimes be acceptable, it is imperative that no conflicts of interest impinge on municipal governance. Does your municipality have 1) an established documented process requiring department heads to submit notice of outside employment, and 2) upon receiving such notice, does your municipality have a documented process within its human resources function to determine whether or not a conflict of interest exists?</p>		

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)			
2121	Please see Color Key at bottom of sheet for limits on answers		
Answer	Question	Comments	
N/A	<p>Many municipalities have created one or more authorities (including fire districts, utilities authorities, redevelopment authorities, housing authorities, port authorities, etc.) to provide greater focus and attention on addressing a public need, or to reduce governing body burdens. While creation of an authority is often appropriate, and many authorities successfully fulfill their missions, authorities with weak membership or insufficient local-level monitoring can become wasteful, inefficient and unresponsive to the public they serve. N.J.S.A. 40A:5A-20 allows a local governing body to dissolve an authority subject to certain parameters and with Local Finance Board approval. Municipalities should at least annually assess the authority or authorities they created and publicly discuss their findings and conclusions. Findings and conclusions should address whether their existing authorities 1) continue to serve the public interest, and 2) are more efficient than other potential alternatives in providing services and financing public facilities. <u>Within the past year, 1) has the above-referenced discussion appeared as a listed agenda item on a scheduled governing body meeting, and 2) do the findings and conclusion appear in publicly-available meeting minutes?</u> Please identify the meeting date under "Comments"</p>	No authorities	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
	Finance & Audit - FA	
Yes	Audit findings address areas needing improvement. Ignoring these findings devalues the process; therefore, municipalities should correct noted deficiencies. <u>Have all audit findings from the 2014 audit been 1) identified in the corrective action plan and 2) addressed such that they are not repeated in the 2015 audit?</u> If the answer is no, please list the repeat findings, along with the date the corrective action plan was submitted to DLGS, under Comments. Only answer "N/A" if there were no audit findings in 2014.	
No	Payments In Lieu of Taxed (PILOTs) are often used as a tool for economic development. It is imperative that municipalities monitor PILOT agreements to ensure recipients complying with all agreement terms, including but not limited to timely payment and reporting. Does your municipality 1) have an official designated to monitor exemptions granted pursuant to the Long-Term Tax Exemption Law (N.J.S.A. 40A:20-1 et seq.) and Five-Year Exemptions/ Abatements granted pursuant to N.J.S.A. 40A:21-1 et seq., and 2) have in place a documented process for ensuring compliance with the terms of each PILOT agreement?	
Yes	<u>N.J.S.A. 40A:5-4 requires municipalities to complete their annual audit for the preceding fiscal year within 6 months after the close of their fiscal year. Further, N.J.S.A. 40A:5-6 requires the municipality's auditor to submit a certified duplicate copy of the audit report and recommendations with the Division within 5 days after filing the original with the municipal clerk. Has your municipality received its completed audit for the preceding fiscal year within the statutory timeframe, and confirmed that your auditor has filed a certified duplicate copy of the audit report with the Division?</u> You may only answer this question "N/A" if the Director expressly granted an extension in response to a governing body resolution petitioning for same.	
Yes	Pursuant to <u>N.J.S.A. 40A: 2-40</u> , the chief financial officer each municipality shall, before the end of the first month of the fiscal year, file its Annual Debt Statement with the Division of Local Government Services. The annual debt statement must be filed electronically following the procedure described in Local Finance Notice 2013-3. <u>Did your municipality file its electronic Annual Debt Statement for the preceding fiscal year with the Division no later than January 31 (July 31 for SFY municipalities)?</u>	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	<i>Please see Color Key at bottom of sheet for limits on answers</i>	
Answer	Question	Comments
Yes	Local Finance Notice 2014-09 contains important information about the need for municipalities that have certain outstanding debt to abide by requirements to annually disclose certain information with respect to financial conditions. The continuing financial disclosure obligations are required by federal law and local agreements executed as part of past issuances of debt. Failure to comply can result in penalties against local governments and individual officers responsible for various filings. Failure to comply can also result in a lack of access to capital markets. <u>Is your municipality up to date and fully compliant with continuing disclosure obligations as discussed in Local Finance Notice 2014-09?</u>	
Yes	The Prompt Payment Law, enacted as P.L. 2006 c.96, establishes timing standards for the payment of obligations under a wide range of construction-related contracts. The law seeks to ensure that contractors submitting bills for completed work are paid on a timely, established schedule, and that the full chain of subcontractors receive timely payment from their hiring contractor. Local Finance Notice 2006-21 discusses the law and its impact on local governments. <u>Have your municipality's claim payment procedures been reviewed by legal counsel and appropriate municipal staff to ensure compliance with the Prompt Payment Law?</u>	
Yes	While the issuance and renewal of bond anticipation notes can be a reasonable and prudent financing mechanism, failing to take advantage of low interest rates on permanent financing can cause municipalities to incur unnecessary carrying costs and inflated costs of issuance. Has your municipality evaluated its outstanding bond anticipation notes and developed a strategy to move toward permanent financing?	
Procurement - P		

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Yes	Pursuant to <u>N.J.S.A. 52:15C-10(a)</u> , municipalities (among other government entities) must notify the State Comptroller within no later than 20 business days of awarding most contracts greater than \$2 million but less than \$10 million. For contracts \$10 million or more, <u>N.J.S.A. 52:15C-10(b)</u> requires written notification to the State Comptroller of any negotiation or solicitation no later than 30 days before advertisement; from which point the State Comptroller has 30 days to approve the procurement moving forward unless said period is waived. Further information on the law and applicable forms is available on the State Comptroller's website. <u>Did your municipality comply with the notice and approval provisions of N.J.S.A. 52:15C-10 in the prior year?</u>	No contracts over \$2 million
N/A	Pursuant to <u>N.J.S.A. 40A:11-25</u> , the Director of the Division of Local Government Services must approve all prequalification regulations enacted by contracting units subject to the Local Public Contracts Law. Prequalification requirements can be fixed according to experience, financial ability, capital, and equipment. Absent Director approval, bid prequalification regulations are of no force and effect and may not be required as a condition of bid acceptance on any public contract. Local Finance Notice 2016-12 goes into further detail concerning prequalification regulations under the Local Public Contracts Law. Is your municipality following the process set forth in <u>N.J.S.A. 40A:11-25</u> , including seeking Director approval prior to implementing and enforcing all prequalification regulations? "N/A" is only applicable where the municipality has not adopted any prequalification regulations.	Borough has not adopted any prequalification regulations
Yes	<u>N.J.S.A. 40A:11-5 (a)(i)</u> states that, if a municipality utilizes the professional services exemption from the Local Public Contracts Law, "The governing body shall in each instance state supporting reasons for its action in the resolution awarding each contract and shall forthwith cause to be printed once, in the official newspaper, a brief notice stating the nature, duration, service and amount of the contract, and that the resolution and contract are on file and available for public inspection in the office of the clerk of the [] municipality...". <u>With respect to the award of professional services contracts, is your municipality complying with the above referenced provision of the Local Public Contracts Law?</u>	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Budget Preparation and Presentation (B)		
Yes	N.J.A.C. 5:30-3.8(a) requires that the introduced annual municipal budget incorporate a User-Friendly Budget section. Is your municipality providing the public with its introduced User-Friendly Budget at least one week prior to the date of the public hearing on adopting the annual budget?	
Yes	Unless the Director sets forth a later date pursuant to N.J.S.A. 40A:4-5.1, N.J.S.A. 40A:4-5 requires that calendar year municipalities approve their introduced budgets no later than February 10 (or August 10 for state fiscal year municipalities) and N.J.S.A. 40A:4-10 requires that calendar year municipalities adopt their budgets no later than March 20 (or September 20 for state fiscal year municipalities). <u>Did your municipality introduce and adopt its current year budget no later than the dates provided by law or as extended by the Director in Local Finance Notice 2015-27?</u> This question may only be answered N/A if your municipality is under State Supervision or if the Division instructed the municipality to delay budget adoption.	
Health Insurance (H)		
Yes	Does your municipality exclude from healthcare coverage part-time elected and appointed officials (less than 35 hours per week)? Only answer "yes" if no part-time elected or appointed officials receive health benefits. If your municipality has part-time elected or appointed officials who elect to take State Health Benefits Program (SHBP) health benefits (or receive a waiver for not doing so) by virtue of serving in their position continuously since May 21, 2010, you must answer "No". If you answered "No", please list in the Comments section the name and title of each elected or appointed official receiving either health benefits or a waiver payment in lieu of health benefits.	
Yes	Is your municipality collecting at least the amount set forth by the Chapter 78 Grid for health benefit contributions (or 1.5% of base salary, whichever is greater) for all officers and employees?	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
No	<p>Payments for waivers filed before May 21, 2010, and maintained continuously since, cannot exceed fifty percent (50%) of the amount saved by the local unit as a result of the employee's waiver of coverage. For waivers filed on or after May 21, 2010, which is the effective date of P.L. 2010, c. 2, payments cannot exceed the lesser of twenty-five percent (25%) of the amount saved by the local unit as a result of the waiver, or \$5,000. When calculating an employee's waiver payment, the local unit must deduct the employee's healthcare contribution obligation from the total premium cost. Local units have sole discretion as to whether or not to offer employees payments for waiver of health benefits, and may offer waiver payments lower than the statutory maximum. Health benefit waiver payments are statutorily excluded from collective bargaining. See Local Finance Notices 2010-12 and 2016-10 for further discussion on health benefit waiver payments. <u>Does your municipality</u> 1) refrain from paying waiver payments in excess of the statutory maximum; 2) deduct employee healthcare contribution obligations from the total premium cost when calculating waiver payments; and 3) refrain from incorporating healthcare waiver payments in any labor agreement? "N/A" is only applicable where the municipality has a policy of not making payments in lieu of health benefits.</p>	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Yes	<p>The Fair Labor Standards Act (FLSA) is a federal law requiring that overtime pay must be paid for all hours over 40 hours in a work week except for those employees classified as exempt and thus not entitled to overtime. Management employees such as elected officials, managers/administrators, municipal clerks, CFOs, public works superintendents, police chiefs and other department heads are typically classified as having exempt status and thus not entitled to overtime pay. Other municipal employees may also be classified as exempt under the FLSA (you should consult with labor counsel for more detailed guidance). Exempt status would also preclude overtime pay for time worked during emergencies, attendance at night meetings and participation in training sessions. Compensated leave time in lieu of cash payments is considered to be a form of overtime pay unless such leave is utilized in the same pay period. <u>Does your municipality refrain from paying overtime to employees classified as exempt under the FLSA?</u></p>	
No	<p><u>For any employees covered by a collective bargaining agreement, has your municipality instituted a policy to not compensate said employees for sick leave accumulated after a certain date?</u> If such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining, your answer can be "N/A". If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.</p>	
Yes	<p>Has your municipality instituted a written policy to not compensate non-union employees for sick leave accumulated after a certain date?</p>	
Yes	<p>Has your municipality adopted an ordinance, resolution, regulation or written policy eliminating longevity awards, bonuses or payments for non-union employees?</p>	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)		
2121	Please see Color Key at bottom of sheet for limits on answers	
Answer	Question	Comments
Yes	For any employees covered by a collective bargaining agreement, has your municipality <u>eliminated all longevity awards, bonuses or payments for employees hired on or after a specified date, and refrained from increasing any longevity awards, bonuses or payments for employees hired before a specified date?</u> The answer to this question can be "N/A" if such provisions were imposed by an arbitrator in binding arbitration but the municipality is seeking to eliminate such a contractual obligation through collective bargaining. If answering "N/A", the municipality must identify under "Comments" each such provision imposed by an arbitrator, along with the status of the collective bargaining negotiations to eliminate each such provision.	
No	Employee personnel manuals or handbooks serve as a valuable tool to convey a municipality's policies, procedures and benefits. Many insurance carriers encourage the adoption of such a document and offer discounted rates for their use. These publications should review employees' rights and obligations in areas ranging from discrimination, safety, violence, and harassment to vacation and sick days, holidays, use of township vehicles, smoking and political activity, among others. <u>Has your municipality adopted or updated an employee personnel manual/handbook by resolution or ordinance within the last five years?</u> If yes, please provide in the Comments section the date of the meeting at which the personnel manual was adopted or updated.	

Best Practices Worksheet CY 2016/SFY2017

		Washington Borough (Warren)	
2121		<i>Please see Color Key at bottom of sheet for limits on answers</i>	
Answer	Question		Comments
0	Select		
22	Yes		
6	No		
2	N/A		
30	Total Answered:		
24	Score (Yes + N/A)		
80%	Score %		
		Chief Administrative Officer's Certification	
		I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
		Name & Title	Date
		Jasmine Lim, Interim Borough Manager	19-Oct-16
		Chief Financial Officer's Certification	
		I hereby certify that the information provided in this Best Practices Inventory is accurate to the best of my knowledge.	Certification #(s)
			N-0638 T-1597 Y-0108
		Name	Date
		Natasha Turchan	19-Oct-16
		Municipal Clerk's Certification	
		I hereby certify that the Governing Body of the <insert Municipality> in the County of <insert County> discussed/will discuss the CY 2016/SFY 2017 Best Practice Inventory as completed herein at a public meeting on <insert date>, with the Inventory results, and the certification thereof by the Chief Administrative and Chief Financial Officers, respectively, to be stated in the minutes of said public meeting.	Certification #(s)
			C-1789
		Name	19-Oct-16
		Ann Kilduff	

Best Practices Worksheet CY 2016/SFY2017

Washington Borough (Warren)			
2121	<i>Please see Color Key at bottom of sheet for limits on answers</i>		
Answer	Question		Comments
	Red = "Yes; "No"; "N/A answers permitted		
	Green = Only "Yes" and "No" answers permitted		
Question	Table of Weblinks		
5	http://www.fema.gov/national-flood-insurance-program-community-rating-system		
5	http://www.nj.gov/dep/floodcontrol/about.htm		
13	http://www.nj.gov/dca/divisions/dlgs/lfns/13/2013-3.pdf		
14	http://www.nj.gov/dca/divisions/dlgs/lfns/14/2014-09.pdf		
15	http://www.nj.gov/dca/divisions/dlgs/lfns/06/2006-21.doc		
17	http://www.nj.gov/comptroller/compliance/index.html		
18	http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-12.pdf		
21	http://www.nj.gov/dca/divisions/dlgs/lfns/15/2015-27.pdf		
24	http://www.nj.gov/dca/divisions/dlgs/lfns/10/2010-12.doc		
24	http://www.nj.gov/dca/divisions/dlgs/lfns/16/2016-10.pdf		

BOROUGH OF WASHINGTON
ITEMS SELECTED FOR PAYMENT BY ACCOUNT FROM 10/06/2016 TO 10/19/2016

Date : 10/14/2016

BILL LIST 10/18/2016

Page : 8 of 8

Vendor Name	Account Number	P.V. No.	P.O. No.	Payment Date	Check No.	Net Amount
Invoice No.	Meeting Date	Description	Item Desc			Check Status

Recap By Fund

<u>Fund</u>	<u>Fund Name</u>	<u>Voucher Amount</u>		<u>Total Outstanding</u>	<u>Fund</u>	<u>Manual Check</u>		<u>Total</u>
		Appr. Reserve	Other			Appr. Reserve	Other	
1	CURRENT FUND		370,827.08	370,827.08	1		58,607.04	\$429,434.12
12	ANIMAL TRUST FUND		2.40	2.40				\$2.40
2	GRANT FUND				2		796.50	\$796.50
16	RECREATION TRUST				16		2,972.34	\$2,972.34
Total:		<u>\$0.00</u>	<u>\$370,829.48</u>	<u>\$370,829.48</u>		<u>\$0.00</u>	<u>\$62,375.88</u>	<u>\$433,205.36</u>

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Vendor Name Invoice No.	Meeting Date	Account Number Description	P.V. No. Item Desc	P.O. No.	Payment Date	Check No.	Net Amount Check Status
0020 GENERAL GOVERNMENT					0100 GENERAL ADMIN		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0100- 1- 00011 FULL TIME	1821	161093	10/11/16	10112016	1,361.30 Outstanding
		1. GEN.ADM.-F.T. 10/14/16 PAYR.					
EMPLOYEE DATA FORMS OF MO. LLC	10/18/16	01- 2016- 0020- 0100- 2- 00036 OFFICE SUPPLIES	1840	161039	10/19/16		20.25 Outstanding
17-30354		1. FORM 101 - 2017 EMPLOYEE DATA CALENDAR					
EMPLOYEE DATA FORMS OF MO. LLC	10/18/16	01- 2016- 0020- 0100- 2- 00036 OFFICE SUPPLIES	1840	161039	10/19/16		7.00 Outstanding
17-30354		2. POSTAGE/HANDLING					
0100 GENERAL ADMIN					Department Total : 1,388.55		
0020 GENERAL GOVERNMENT					0110 MAYOR & COUNCIL		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0110- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	604.15 Outstanding
		3. MAYOR & COUNCIL-10/14/16 PAYR.					
0110 MAYOR & COUNCIL					Department Total : 604.15		
0020 GENERAL GOVERNMENT					0120 CLERK		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0120- 1- 00011 FULL TIME	1821	161093	10/11/16	10112016	1,575.00 Outstanding
		2. CLERK-F.T.-10/14/16 PAYR.					
NJN PUBLISHING INC.	10/18/16	01- 2016- 0020- 0120- 2- 00021 LEGAL ADVERTISING	1846	160998	10/19/16		20.34 Outstanding
104224501		3. 9/30/16 ORDINANCE 5 -2016 & AFFIDAVIT					
NJN PUBLISHING INC.	10/18/16	01- 2016- 0020- 0120- 2- 00021 LEGAL ADVERTISING	1848	160998	10/19/16		37.68 Outstanding
104221755		2. 9/23/16 ORDINANCE 6-2016 & AFFIDAVIT					
THE CANNING GROUP LLC	10/18/16	01- 2016- 0020- 0120- 2- 00099 OTHER EXPENSES	1860	161096	10/19/16		2,500.40 Outstanding
WB2016-05		1. 9/6/16-9/9/16 25.57/HRS INTRIM MANAGER					
THE CANNING GROUP LLC	10/18/16	01- 2016- 0020- 0120- 2- 00099 OTHER EXPENSES	1861	161097	10/19/16		2,446.25 Outstanding
WB 2016-06		1. 9/19/16-9/22/16 24.75/HR INTRIM MANGER					
0120 CLERK					Department Total : 6,579.67		
0020 GENERAL GOVERNMENT					0130 FINANCIAL ADMIN		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0130- 1- 00011 FULL TIME	1821	161093	10/11/16	10112016	2,901.25 Outstanding
		5. FIN.ADMIN. F.T.-10/14/16 PAYR.					
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0130- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	1,138.08 Outstanding
		4. FIN.ADMIN. P.T.-10/14/16 PAYR.					
0130 FINANCIAL ADMIN					Department Total : 4,039.33		

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Vendor Name Invoice No.	Meeting Date	Account Number Description	P.V. No. Item Desc	P.O. No.	Payment Date	Check No.	Net Amount Check Status
0020 GENERAL GOVERNMENT					0145 TAX COLLECTION		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0145- 1- 00011 FULL TIME	1821	161093	10/11/16	10112016	2,886.05 Outstanding
WARREN COUNTY CLERK 2016	10/18/16	01- 2016- 0020- 0145- 2- 00028 CONTRACTURAL SERVICES	1858	161079	10/19/16		8.35 Outstanding
GOLDENBERG, MACKLER, SAYEGH, 1021609	10/18/16	01- 2016- 0020- 0145- 2- 00028 CONTRACTURAL SERVICES	1862	161098	10/19/16		500.00 Outstanding
0145 TAX COLLECTION					Department Total :		
					3,394.40		
0020 GENERAL GOVERNMENT					0150 TAX ASSESSMENT		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0020- 0150- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	1,306.17 Outstanding
KONICA MINOLTA 241835143	10/18/16	01- 2016- 0020- 0150- 2- 00026 MAINT. OTHER EQUIPMENT	1843	160544	10/19/16		31.46 Outstanding
VITAL COMMUNICATIONS 66163	10/18/16	01- 2016- 0020- 0150- 2- 00028 CONTRACTURAL SERVICES	1857	160597	10/19/16		408.00 Outstanding
0150 TAX ASSESSMENT					Department Total :		
					1,745.63		
0021 LAND USE					0180 PLANNING BOARD		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0021- 0180- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	157.65 Outstanding
0180 PLANNING BOARD					Department Total :		
					157.65		
0021 LAND USE					0185 BOARD OF ADJ		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0021- 0185- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	56.84 Outstanding
0185 BOARD OF ADJ					Department Total :		
					56.84		
0022 CONSTRUCTION CODE					0195 LOCAL CODE ENF		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0022- 0195- 1- 00011 FULL TIME	1821	161093	10/11/16	10112016	450.00 Outstanding
0195 LOCAL CODE ENF					Department Total :		
					450.00		
0023 INSURANCE					0220 GROUP HEALTH INSURANCE		
STATE OF NEW JERSEY PENSIONS		01- 2016- 0023- 0220- 2- 00000	1771	160956	10/14/16	10142016	18,240.88

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Vendor Name Invoice No.	Meeting Date	Account Number Description	P.V. No. Item Desc	P.O. No.	Payment Date	Check No.	Net Amount Check Status
0023 INSURANCE					0220 GROUP HEALTH INSURANCE		
	10/14/16	MISCELLANEOUS	1. AUGUST 2016 HEALTH BENEFITS				Outstanding
0220 GROUP HEALTH INSURANCE					Department Total : 18,240.88		
0025 PUBLIC SAFETY					0252 EMERGENCY MANAGEMENT		
WASH. BOROUGH PAYROLL ACCOUNT	01- 2016- 10/11/16	0025- 0252- PART TIME	1- 00012 11. EMERG.MGMT.-P.T. 10/14/16	1821 161093	10/11/16	10112016	211.46 Outstanding
0252 EMERGENCY MANAGEMENT					Department Total : 211.46		
0025 PUBLIC SAFETY					0265 FIRE & SAFETY CODE ENF		
WASH. BOROUGH PAYROLL ACCOUNT	01- 2016- 10/11/16	0025- 0265- PART TIME	1- 00012 12. FIRE & SAFETY ENF.P.T. 10/14/16 PAYR.	1821 161093	10/11/16	10112016	820.00 Outstanding
0265 FIRE & SAFETY CODE ENF					Department Total : 820.00		
0026 PUBLIC WORKS					0290 STREETS & ROADS		
WASH. BOROUGH PAYROLL ACCOUNT	01- 2016- 10/11/16	0026- 0290- FULL TIME	1- 00011 13. STR. & RDS.-F.T. 10/14/16 PAYR.	1821 161093	10/11/16	10112016	17,220.31 Outstanding
WASH. BOROUGH PAYROLL ACCOUNT	01- 2016- 10/11/16	0026- 0290- SEASONAL	1- 00013 18. STREETS & RDS. SEASAONAL 10/14/16	1821 161093	10/11/16	10112016	960.00 Outstanding
BUREAU OF STATE USE INDUSTRIES	01- 2016- 10/18/16	0026- 0290- MATERIAL/SUPPLIES	2- 00030 1. 20/ 12' U-CHANNEL POSTS	1838 160902	10/19/16		430.00 Outstanding
AIRGAS USA, LLC	01- 2016- 10/18/16	0026- 0290- Chemical,Gases,Road Materials&Supl	2- 00031 5. 9/30/16 SEPTEMBER 2016 1/ACETYLENE. 2/OXYGEN & 1/ARGON TANK RENTALS	1825 160547	10/19/16		104.22 Outstanding
PERFORMANCE TIRE CO. INC.	01- 2016- 10/18/16	0026- 0290- VEHICLE PARTS	2- 00034 2. 8/16/16 TRUCK 47 2 TIRE	1849 160855	10/19/16		358.00 Outstanding
PERFORMANCE TIRE CO. INC.	01- 2016- 10/18/16	0026- 0290- VEHICLE PARTS	2- 00034 2. 8/16/16 2 TIRES AND INSTALLATION FOR BACKHOE	1850 160885	10/19/16		1,416.00 Outstanding
0290 STREETS & ROADS					Department Total : 20,488.53		
0026 PUBLIC WORKS					0305 SOLID WASTE COLLECTION		
BLUE DIAMOND DISPOSAL, INC.	01- 2016- 10/18/16	0026- 0305- CONTRACTURAL SERVICES	2- 00028 3. 9/30/16 SEPTEMBER 2016 SOLID WASTE DISPOSAL FEE	1837 160840	10/19/16		24,416.66 Outstanding
0305 SOLID WASTE COLLECTION					Department Total : 24,416.66		
0026 PUBLIC WORKS					0310 BUILDINGS & GROUNDS		

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Vendor Name Invoice No.	Meeting Date	Account Number Description	P.V. No. Item Desc	P.O. No.	Payment Date	Check No.	Net Amount Check Status
0026 PUBLIC WORKS					0310 BUILDINGS & GROUNDS		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0026- 0310- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	471.58 Outstanding
		14. PUB.BLDGS.P.T. 10/14/16 PAYR.					
THYSSENKRUPP ELEVATOR CORP.	10/18/16	01- 2016- 0026- 0310- 2- 00026 MAINT. OTHER EQUIPMENT	1855	160605	10/19/16		300.00 Outstanding
3002777112		5. 10/1-16 OCTOBER 2016 ELEVATOR MAINTENANCE					
TYCO INTEGRATED SECURITY	10/18/16	01- 2016- 0026- 0310- 2- 00026 MAINT. OTHER EQUIPMENT	1856	160546	10/19/16		353.49 Outstanding
27331382		6. 10/08/16 NOVEMBER 2016 MUNICIPAL BUILDING SECURITY MONITORING					
APPROVED FIRE PROTECTION INC.	10/18/16	01- 2016- 0026- 0310- 2- 00299 MISCELLANEOUS	1826	161025	10/19/16		115.00 Outstanding
111611931		1. 2016 FIRE EXTINGUISHERS INSPECTION					
TOWNSHIP OF WASHINGTON 4QTR2016	10/18/16	01- 2016- 0026- 0310- 2- 00299 MISCELLANEOUS	1863	161101	10/19/16		765.16 Outstanding
		1. 2016 4TH QTR PROPERTY TAXES BLOCK 67 LOT 66					
TOWNSHIP OF WASHINGTON 4QTR2016	10/18/16	01- 2016- 0026- 0310- 2- 00299 MISCELLANEOUS	1863	161101	10/19/16		12.72 Outstanding
		2. 2016 4TH QTR PROPERTY TAXES BLOCK 46 LOT 7.10					
0310 BUILDINGS & GROUNDS					Department Total : 2,017.95		
0026 PUBLIC WORKS					0313 SHADE TREE COMMISSION		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0026- 0313- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	39.50 Outstanding
		15. SHADE TREE P.T. 10/14/16 PAYR.					
0313 SHADE TREE COMMISSION					Department Total : 39.50		
0027 ANIMAL CONTROL					0340 ANIMAL CONTROL		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0027- 0340- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	425.37 Outstanding
		16. ANIMAL CONTROL P.T. 10/14/16 PAYR.					
0340 ANIMAL CONTROL					Department Total : 425.37		
0029 EDUCATION					0390 MUNICIPAL LIBRARY		
WASH. BOROUGH PAYROLL ACCOUNT	10/11/16	01- 2016- 0029- 0390- 1- 00012 PART TIME	1821	161093	10/11/16	10112016	4,508.36 Outstanding
		17. LIBRARY-P.T. 10/14/16 PAYR.					
EMC 2, LLC	10/18/16	01- 2016- 0029- 0390- 2- 00029 OTHER CONTR SERVICES	1839	160058	10/19/16		225.00 Outstanding
2276		3. 7/21/16 CONSULTING FEE - RESOLVE WIRELESS ISSUES PROGRAM REGISTER					
BAKER & TAYLOR COMPANY INC.	10/18/16	01- 2016- 0029- 0390- 2- 00033 BOOKS & PUBLICATIONS	1827	160899	10/19/16		118.56 Outstanding
3021201299		7. 9/15/16/BOOKS WITH BARCODES					

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Invoice No.	Meeting Date	Description	Item Desc			Check Status
0029 EDUCATION				0390 MUNICIPAL LIBRARY		
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1828 160899	10/19/16		29.26
501419696I	10/18/16	BOOKS & PUBLICATIONS	8. 9/19/16/BOOKS WITH BARCODES			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1829 160899	10/19/16		20.53
3021216107	10/18/16	BOOKS & PUBLICATIONS	9. 9/23/16/BOOKS WITH BARCODES			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1830 160899	10/19/16		67.43
3021220312	10/18/16	BOOKS & PUBLICATIONS	10. 9/26/16/BOOKS WITH BORECODES			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1831 160373	10/19/16		9.40
A01814730S	10/18/16	BOOKS & PUBLICATIONS	22. 1/01/16 47 RECORDS ON TAPE			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1832 160373	10/19/16		63.31
3021226860	10/18/16	BOOKS & PUBLICATIONS	23. 9/28/16 BOOKS AND PUBLICATIONS			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1833 160373	10/19/16		19.37
3021239783	10/18/16	BOOKS & PUBLICATIONS	24. 10/7/16 BOOKS AND PUBLICATIONS			Outstanding
BAKER & TAYLOR COMPANY INC.	01- 2016- 0029- 0390- 2-	00033	1834 160373	10/19/16		87.45
3021241507	10/18/16	BOOKS & PUBLICATIONS	25. 10/7/16 BOOKS AND PUBLICATIONS			Outstanding
GALE	01- 2016- 0029- 0390- 2-	00033	1841 160670	10/19/16		148.79
58463210	10/18/16	BOOKS & PUBLICATIONS	2. 8/4/16 BOOK AND PUBLICATIONS			Outstanding
GALE	01- 2016- 0029- 0390- 2-	00033	1842 160670	10/19/16		148.14
58878764	10/18/16	BOOKS & PUBLICATIONS	3. 9/8/16 BOOKS AND PUBLICATIONS			Outstanding
STAR LEDGER	01- 2016- 0029- 0390- 2-	00033	1854 161002	10/19/16		413.40
92016	10/18/16	BOOKS & PUBLICATIONS	2. 9/20/16 - ANUAL SUBSCRIPTION			Outstanding
STAPLES BUSINESS ADVANTAGE INC	01- 2016- 0029- 0390- 2-	00036	1851 160887	10/19/16		370.80
8040616200	10/18/16	OFFICE SUPPLIES	2. 8/20/16 OFFICE SUPPLIES			Outstanding
STAPLES BUSINESS ADVANTAGE INC	01- 2016- 0029- 0390- 2-	00036	1852 160887	10/19/16		128.79
8040724146	10/18/16	OFFICE SUPPLIES	3. 8/27/016 OFFICE SUPPLIES			Outstanding
STAPLES BUSINESS ADVANTAGE INC	01- 2016- 0029- 0390- 2-	00036	1853 160684	10/19/16		92.97
804921215	10/18/16	OFFICE SUPPLIES	4. 9/10/16 TONER & INK CARTRIDGES			Outstanding
NJ AMERICAN WATER CO.INC	01- 2016- 0029- 0390- 2-	00078	1844 160683	10/19/16		122.73
SEPTEMBER	10/18/16	WATER	3. 9/7/16 WATER USAGE - LIBRARY 8/4/16-9-6-16			Outstanding

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Vendor Name Invoice No.	Meeting Date	Account Number Description	P.V. No. Item Desc	P.O. No.	Payment Date	Check No.	Net Amount Check Status
0029 EDUCATION					0390 MUNICIPAL LIBRARY		
WASHINGTON BOROUGH PAYROLL DED	10/11/16	01- 2016- 0029- 0390- SOCIAL SECURITY	2- 00090	1822 161094	10/11/16	101116	279.51 Outstanding
WASHINGTON BOROUGH PAYROLL DED	10/11/16	01- 2016- 0029- 0390- SOCIAL SECURITY	2- 00090	1822 161094	10/11/16	101116	65.38 Outstanding
NJN PUBLISHING INC. 104121125	10/18/16	01- 2016- 0029- 0390- MISCELLANEOUS	2- 00299	1847 9/16/16	160185	10/19/16	11.67 Outstanding
					Department Total :		6,930.85
0390 MUNICIPAL LIBRARY					0465 SOLID WASTE DISPOSAL		
BLUE DIAMOND DISPOSAL, INC. 0401591	10/18/16	01- 2016- 0031- 0465- MISCELLANEOUS	2- 00000	1835 9/30/16	160724	10/19/16	10,881.50 Outstanding
BLUE DIAMOND DISPOSAL, INC. 401591	10/18/16	01- 2016- 0031- 0465- MISCELLANEOUS	2- 00000	1836 9/30/16	160631	10/19/16	2,490.00 Outstanding
					Department Total :		13,371.50
0465 SOLID WASTE DISPOSAL					0472 SOCIAL SECURITY		
WASHINGTON BOROUGH PAYROLL DED	10/11/16	01- 2016- 0036- 0472- MISCELLANEOUS	2- 00000	1822 3.	161094	10/11/16	2,373.16 Outstanding
WASHINGTON BOROUGH PAYROLL DED	10/11/16	01- 2016- 0036- 0472- MISCELLANEOUS	2- 00000	1822 4.	161094	10/11/16	555.04 Outstanding
					Department Total :		2,928.20
0472 SOCIAL SECURITY					0495 PUBLIC DEFENDER		
SCOTT M. WILHELM, ESQ S-2016-72	10/18/16	01- 2016- 0043- 0495- LEGAL SERVICES	2- 00027	1859 9/27/16	160968	10/19/16	200.00 Outstanding
					Department Total :		200.00
0495 PUBLIC DEFENDER					0206 REGIONAL SCHOOL TAXES		
WARREN HILLS REGIONAL OCT2016	10/18/16	01- 9999- 0055- 0206- MISCELLANEOUS	2- 00000	1865 1.	161100	10/19/16	320,927.00 Outstanding
					Department Total :		320,927.00
0206 REGIONAL SCHOOL TAXES					0010 GRANT FUND		
WASH. BOROUGH PAYROLL ACCOUNT		02- 2016- 0010- 0770- ACCOUNT	2- 00000	1824	161092	10/11/16	796.50
					Department Total :		796.50
0010 GRANT FUND					0770 CLEAN COMMUNITIES		

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0010 GRANT FUND			0770 CLEAN COMMUNITIES				
	10/11/16	MISCELLANEOUS	1.	CLEAN COMMUNITIES GRANT-S&W 10/14/16			Outstanding
0770 CLEAN COMMUNITIES			Department Total :				796.50
0000 MISCELLANEOUS			0851 DUE STATE DOG LICENSE				
NJ DEPT HEALTH & SENIOR SERV SEPT2016	12- 9999- 0000- 0851- 10/18/16	2- 00000 MISCELLANEOUS	1845	161084	10/19/16		2.40
		1.	DUE TO STATE FOR SEPT. 2016				Outstanding
0851 DUE STATE DOG LICENSE			Department Total :				2.40
1600 RECREATION TRUST			0868 PARKS & PLAYGROUND				
WASH. BOROUGH PAYROLL ACCOUNT	16- 9999- 1600- 0868- 10/11/16	1- 00011 FULL TIME	1820	161090	10/11/16	1011	2,785.82
		1.	PKS./PLAYGR.-10/14/16 PAYR.				Outstanding
0868 PARKS & PLAYGROUND			Department Total :				2,785.82
1600 RECREATION TRUST			0876 SWIMMING LESSONS				
WASH. BOROUGH PAYROLL ACCOUNT	16- 9999- 1600- 0876- 10/11/16	1- 00012 PART TIME	1820	161090	10/11/16	1011	72.00
		4.	SWM.LESSONS-LIFE GUARD 10/14/16 PAYR.				Outstanding
0876 SWIMMING LESSONS			Department Total :				72.00
1600 RECREATION TRUST			0877 OPEN SWIM				
WASH. BOROUGH PAYROLL ACCOUNT	16- 9999- 1600- 0877- 10/11/16	1- 00012 PART TIME	1820	161090	10/11/16	1011	81.00
		2.	OPN.SWM.-LIFE GD. 10/14/16 PAYR.				Outstanding
WASH. BOROUGH PAYROLL ACCOUNT	16- 9999- 1600- 0877- 10/11/16	1- 00012 PART TIME	1820	161090	10/11/16	1011	33.52
		3.	OPN.SWM.-CASHIER 10/14/16 PAYR.				Outstanding
0877 OPEN SWIM			Department Total :				114.52
						Grand Total :	433,205.36

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SEWER UTILITY BILL LIST 10/18/2016

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Invoice No.	Meeting Date	Description	Item Desc			Check Status

Recap By Fund

<u>Fund</u>	<u>Fund Name</u>	<u>Voucher Amount</u>		<u>Total Outstanding</u>	<u>Fund</u>	<u>Manual Check</u>		<u>Total</u>
		Appr. Reserve	Other			Appr. Reserve	Other	
5	SEWER UTILITY		66,457.52	66,457.52	5		3,265.41	\$69,722.93
Total:		<u>\$0.00</u>	<u>\$66,457.52</u>	<u>\$66,457.52</u>		<u>\$0.00</u>	<u>\$3,265.41</u>	<u>\$69,722.93</u>

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Invoice No.	Meeting Date	Description	Item Desc			Check Status
0056 SEWER				0501 SEWER OPERATING		
WASH. BOROUGH PAYROLL ACCOUNT	05- 2016- 0056- 0501- 10/11/16	1- 00011 FULL TIME	1823 SEWER-10/14/16 PAYR.	10/11/16	1011206	3,265.41 Outstanding
0501 SEWER OPERATING				Department Total :		
				3,265.41		
0056 SEWER				0502 SEWER OPERATING EXP		
VEOLIA WATER 00061655	05- 2016- 0056- 0502- 10/18/16	2- 00028 CONTRACTURAL SERVICES	1864 10/3/16 SEPTEMBER OPERATION AND MAINTENANCE	10/19/16		64,374.19 Outstanding
VEOLIA WATER 00061655	05- 2016- 0056- 0502- 10/18/16	2- 00028 CONTRACTURAL SERVICES	2. 10/3/16 SEPTEMBER HEAD WORKS STRUCTURE	10/19/16		2,083.33 Outstanding
0502 SEWER OPERATING EXP				Department Total :		
				66,457.52		
				Grand Total :		
				69,722.93		