

**BOROUGH OF WASHINGTON, WARREN COUNTY, NEW JERSEY
WASHINGTON BOROUGH COUNCIL MINUTES – September 7, 2010**

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

Roll Call: Gleba, McDonald, Higgins, Valentine, Boyle - Present
Housel – 7:55 p.m.
Cioni –Absent

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

Mayor McDonald led everyone in the flag salute.

Mayor McDonald read the following Statement into the Record:

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

Dorothy Repsher – Washington Borough Municipal Alliance

Ms. Repsher stated that the Municipal Alliance has worked very hard to find additional funding sources for the alliance. There have been many difficulties for alliances, besides economic, such as the newly mandated reporting requirements that alliances around the state must follow. Due to these new requirements, Franklin Township Committee decided that it was not worth continuing their alliance program. Warren County reached out to the Washington Borough Alliance to see if we would be interested in merging alliances as the Franklin Township students are part of the Warren Hills Regional School District. Ms. Repsher explained that Franklin Township has already agreed and is willing to provide the cash match of \$1, 197.00. The Borough’s cash match would be reduced to \$1,958.00. Ms. Repsher stated that with the formal agreement she would remain the Alliance Coordinator. Mayor McDonald asked if the agreement would begin in 2011. Ms. Repsher stated yes. Councilwoman Gleba stated she would like to have something in writing from Franklin Township stating that they are participating and are willing to pay their portion of the cash match. Ms. Repsher stated Franklin Township will be adopting a Resolution this week. Mayor McDonald entertained a motion to approve a Resolution be drafted and presented to Council at the next meeting. Motion made by Valentine, seconded by Gleba and approved.

MINUTES:

Mayor McDonald entertained a motion to approve the minutes of the Regular meeting of August 17, 2010.

Motion made by Higgins, seconded by Boyle.

Councilwoman Gleba and Mayor McDonald noted several corrections.

Roll Call: Higgins, Boyle, Gleba, McDonald – Yes
Valentine – Abstain

Ayes: 4, Nays: 0
Abstain: 1
Motion Carried

CORRESPONDENCE:

Marci Braunstein – Garage Sale Approval – Sunday October 3, 2010 – Rain date October 24, 2010.

Attorney Cushing stated that it is within the realm of Council’s power to allow this organization to have their garage sale on a Sunday. He suggested that Council may want to consider adjusting this Ordinance if they desire.

Councilman Boyle asked if Council should just take these requests on a case by case basis until the ordinance is revised. Attorney Cushing stated yes.

Motion made by Councilman Higgins to allow the Jewish Center of North West New Jersey to hold a garage sale on October 3, 2010 with a rain date of October 24, 2010, seconded by Councilman Valentine.

Ayes: 5, Nays: 0
Motion Carried

AUDIENCE

Edna Detlefs 27 Fisher Avenue

Ms. Detlefs asked if vegetative waste was removed from the garbage contract. Councilwoman Gleba stated that vegetative waste remains in the garbage contract. Council decided to hold off removing vegetative waste pending the outcome of the non-

binding ballot question. Ms. Detlefs asked how removing the garbage from the municipal budget affects the CAP. Mayor McDonald stated that in 2009 the Borough received \$550,000 in state aid; if we don't receive aid from the state in 2011 the entire municipal budget needs to be raised by taxation. Councilman Boyle clarified that the Borough has a six month out clause in the garbage contract. If Council decides to privatize garbage pick up; it would still be picked up by the Borough for six months from the date Council makes the decision.

Councilman Housel arrived at 7:55 p.m.

Attorney Cushing explained that next year the municipality could be in a tight situation with the new 2% cap requirements. If municipal garbage pick up was eliminated from the budget, the Borough would have an easier time meeting the cap requirements.

Louis Bauknight 95 Lenape Trail

Ms. Bauknight stated that three years ago her church on North Lincoln Avenue had requested from Council their consideration in re-doing the curbing and sidewalks on North Lincoln Avenue. Mayor McDonald stated that due to financial constraints all capital projects have been put on hold. Councilman Higgins noted that North Lincoln Avenue is number two on the list to be considered.

Troy Wyant – Men's Basketball Coordinator

Mr. Wyant stated that he was the coordinator of men's basketball this year. He explained there seems to be a discrepancy in the agreed upon salary for the position. He stated the previous Recreation Director informed him the salary was the same as last year; however Manager Phelan stated the position had been changed to an hourly position. He stated he would not have taken the position if he knew it was hourly. Attorney Cushing stated the Manager is not in attendance at this meeting and in this form of government personnel matters are at the discretion of the Borough Manager. Mayor McDonald apologized for the miscommunication and noted he would speak to the Borough Manager.

Bob Del Elba 86 West Stewart

Noted that Mr. Wyants issue is not an isolated incident; the concerned citizens group has received other complaints of issues with Recreation Department salaries.

Susan Sloan 89 Grand Avenue

Mrs. Sloan stated that the Church of Christ at Stewart and Grand Avenue has installed a new sign in a residential area that is very bright. The Zoning Officer will investigate it.

2009 ANNUAL AUDIT

Municipal Auditor, Tom Ferry stated that he had met with the Finance Committee and had reviewed the audit report in detail with them. He stated tonight he will talk about the bottom line. Mr. Ferry stated in 2009 the Borough was able to generate \$153,000 in excess revenues. The Borough ended the year 2009 with a fund balance of \$193,240. He noted that the Borough is making progress. Mr. Ferry stated that one of the other things he noted that with the hiring of a CFO, the Borough now has a fully functional general ledger. When he was first appointed as auditor the Borough did not have a fully functioning general ledger. The CFO came in and restructured the accounting department and with the purchase of Edmunds Financial System we now have a fully functional general ledger system for all funds. That means the Borough can make decisions financially day to day. That is a major improvement. With a fully functional general ledger the Borough can now make decisions on how to clean up some issues such as our debt service.

Mr. Ferry reviewed the Comments and Recommendations of the Audit report. The CFO has already prepared a Corrective Action Plan for the year. This needs to be done by state law.

Mr. Ferry stated the inter-fund balances need to be reviewed and liquidated on a periodic basis. Inter-funds are a normal process and occur in many municipalities; however they should be paid back by the end of the year. Councilwoman Gleba noted that on page 130 it is noted that inter-funds should be closed out at year end but in the recommendations it states periodically. Mr. Ferry stated they should be closed out year end and periodically.

Mr. Ferry stated the next recommendation is that grant receivables and grant reserves be reviewed for possible cancellation. The Borough needs to review the grant receivables and reserves and if it is determined that they are inactive they need to be liquidated. For example; the Clean Communities Grant, we need to make sure that if we expended money for a grant, we submit the paperwork to be reimbursed by the state. There are a few grants where we have excess reserves and a few where we are owed money. This needs to be reviewed and they may be a wash. Mr. Ferry stated now that we have a good accounting system in place this will become much easier to monitor. These things happened in the past due to not having a good accounting system or a consistent CFO. Councilman Valentine asked who would be responsible for monitoring the receivables and reserves. Mr. Ferry stated the municipal department who received the grant or the CFO, it would depend on the grant.

The next comment is that funds were committed in excess of the amount appropriated by the Sewer Utility Fund appropriation reserves. There was an over expenditure on the reserve side and now the funds need to be raised in the 2010 budget.

Mr. Ferry stated there are grant receivables in the Sewer Capital Fund and the General Capital Fund that need to be investigated for possible cancellation. When a Bond

Ordinance is done sometimes there is funding from the State of New Jersey; for example, DOT monies for street projects. If we do the project and we don't submit for reimbursement from the state, we won't receive the money. He stated that he and the CFO have already begun investigating these and we need to cancel some and raise some in the Current Fund budget or the Sewer Utility budget. Councilwoman Gleba asked why these monies have not been collected and stated she wants to know exactly what hasn't been collected from the state and how much money does the Borough need to raise? The CFO stated that there is \$100,000 in General Capital and \$300,000 in Sewer Capital. Mr. Ferry stated that this money can be raised over a few years' budgets. This does not have to be done in one shot. He also stated that he and the CFO are looking for old improvement authorizations that we may be able to cancel to offset this amount.

Mr. Ferry stated that the next comment is the contract payables in the General Capital Fund listed on the general ledger does not agree with subsidiary ledgers. The CFO will review and cancel as necessary.

The next item stated by Mr. Ferry was consumer accounts receivable and sewer overpayments in the Sewer Utility Fund listed on the general ledger do not agree with subsidiary ledgers. This is the same thing as previously stated; the CFO will review and cancel. This is a housecleaning item.

Mr. Ferry stated there is a deferred charge to future taxation – unfunded over five years old. This is in Sewer Capital. The Borough had an unfunded ordinance. The Borough will need to cancel or raise the funds in the budget. Councilman Higgins asked if we can cancel it. Mr. Ferry said no, the money was spent already. Councilwoman Gleba asked how much. The CFO stated it is \$636,000.00.

Mr. Ferry reviewed the outside offices. The Clerk's office, Police Department, and Recreation Department do not maintain a formal cash receipts journal. The Clerk's department has already implemented the change and the CFO is working with the recreation department.

Mr. Ferry stated that Recreation fees were not approved by Ordinance. This has been corrected.

Mr. Ferry stated the Borough did not implement a Pay to Play legislation with respect to the awarding of professional service contracts. This has been corrected with the new Borough Manager.

Mr. Ferry stated the Animal Control Trust fund formal cash receipts were not maintained and unused dog tags were not available. This has been corrected. He also stated the daily computer deposit reports for Sewer Utility were unavailable for audit. He stated the new system will take care of this issue.

Mr. Ferry stated in Municipal Court there were 42 tickets assigned but not issued over 181 days old. The Municipal Court is moving to Mansfield Township thus resolving the issue.

Mr. Ferry stated the Payroll Agency account was not analyzed on a monthly basis. The CFO and he are working on this with the payroll clerk.

Councilman Boyle stated he looked at the comptrollers report. He noted that out of the fifteen recommendations in the comptroller's audit three of them have shown up again on this audit. Councilman Boyle asked what the bottom line on the debt is for the Borough. The debt for the sewer utility is \$8,407,808.47; but this utility is self liquidating, meaning this is raised and paid off by sewer user fees. The general debt for the Borough is \$10,373,929.20.

Councilman Higgins asked what the total amount of money is that we did not receive in receivables. What is the amount of money that we need to raise. The CFO stated it is close to 1 million dollars for Sewer Capital and General Capital combined. Mr. Ferry also stated that old funded Ordinances can be cancelled if the project is complete. Councilman Higgins asked if we could do that before the end of the year. The CFO stated she needs to review them, but she is not sure how many Ordinances the Borough has that can be cancelled that are funded.

Councilwoman Gleba thanked both the CFO and auditor and stated that they have both been extremely helpful and she feels the Borough now has a handle on the numbers and this information will help the Borough move forward. She commended them both for having such a thorough knowledge of the financials. Councilwoman Gleba asked why there is such a decrease in revenues in reserve capacity charges and industrial commercial permit fees between 2008 and 2009. Councilman Higgins stated that some of the commercial users were back billed in 2008 they had not been paying for it. The Borough was recouping monies from years past. Councilwoman Gleba asked to receive a status when some of the items on the comments and recommendations report from Mr. Ferry are completed. Mr. Ferry stated that these items are the CFO's main focus right now. The Manager would also be involved in this process.

Councilman Higgins also thanked the CFO and the auditor for their work.

At this time Council took a ten minute recess.

Council returned at 9:30 p.m. with all present.

Mayor McDonald opened the meeting up to the audience for any questions they may have for the CFO or the Municipal Auditor.

Bob Del Elba 86 West Stewart Street

Mr. Del Elba asked how long it takes for Mr. Ferry's firm to conduct an audit. Mr. Ferry stated it is an ongoing process but the actual audit is two to three weeks. Mr. Del Elba asked if all of the items from the Comptroller's report had been addressed. Mayor McDonald stated that most everything has been addressed. Mr. Del Elba asked for clarification on the \$631,000. The CFO stated the \$631,000 was used for the project that the money was allocated for however; the money was never borrowed by the Borough. The Ordinance is too old to borrow the money now. Mr. Ferry stated the Ordinance was unfunded and used for an improvement to the wastewater treatment plant. Mr. Del Elba asked where the money came from to pay for the improvement. Mr. Ferry stated the money came from the General Capital Fund which created the inter-fund. Mr. Del Elba stated that these are the types of practices that have gotten the Borough in financial trouble in the past. He stated he appreciated the research by Mr. Ferry.

Evelyn Morrison 19 Lincoln Avenue

Ms. Morrison stated the auditor did a good job on the research. She asked what the sample size of the audit is. Mr. Ferry stated they do a compliance test which is about 25%. A substance test is also done based on every voucher over a particular dollar amount charged to an account. Mr. Ferry stated they also audit payroll, receive verification notices from the county and the schools. By the end of the audit we have audited about 90%. Ms. Morrison wondered if the Edmunds system should have been used a while ago. Mr. Ferry stated it was partially implemented in 2008 and fully implemented in 2009.

Penny Shaw 22 School Street

Ms. Shaw asked if the Edmunds system was used for payroll. The CFO stated that ADP is used for payroll. Ms. Shaw stated that she knows from past experience that ADP can provide a payroll analysis in an Excel format. She asked why time is being spent to enter it into Excel. The CFO stated ADP will not provide what was paid to a third party vendor. Ms. Shaw suggested reviewing the inter-funds on a quarterly basis

Jeff Richert 22 School Street

Mr. Richert asked if the auditor does subsequent follow up to the corrective action plan. Mr. Ferry stated that when he comes in the following year; he will make sure that the corrective action plan has been implemented.

Evelyn Morrison 19 Lincoln Avenue

Mr. Morrison asked what would be the recommendation for oversight of the grants. Mr. Ferry stated that the CFO will stay on top of it. Now that there is a functioning general ledger this task will be much easier.

Mayor McDonald closed the audience portion of the Municipal Audit.

At this time Mayor McDonald entertained a motion to adopt Resolution 162-2010 Governing Body Certification of the Annual Audit.

Motion made by Housel, seconded by Gleba and adopted.

Roll Call: Gleba, Housel, McDonald, Valentine, Higgins, Boyle

Ayes: 6 Nays: 0

Motion Carried

RESOLUTION # 162-2010

**A RESOLUTION OF THE GOVERNING BODY
CERTIFICATION OF THE ANNUAL AUDIT**

WHEREAS, N.J.S.A. 40A: 5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2009 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A: 5-6, and a copy has been received by each member of the governing body; and

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall, by resolution, certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled "Comments and Recommendations; and

WHEREAS, the members of the governing body have personally reviewed, as a minimum, the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Borough Council

of the Borough of Washington, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Resolution 163-2010

Resolution 163-2010 Approval of the Corrective Action Plan was moved by Housel, seconded by Valentine and adopted.

Councilman Boyle asked if this Resolution states that the Governing Body has knowledge that the items listed on the corrected action plan has been implemented. Attorney Cushing stated the Resolution gives direction to the CFO to implement the items in the action plan.

Councilwoman Gleba stated she still has an issue with item number one regarding the time frame; it does not state that inter-funds should be cleared out by year end. Councilman Housel explained that the corrective action plan does address clearing out the inter-fund balances by year end; however it also states that if it can not be done at year end it should be done in the subsequent year.

Roll Call: Housel, Valentine, Gleba, McDonald, Higgins – Yes
Boyle – No

Ayes: 5, Nays: 1
Motion Carried

RESOLUTION #163-2010

**RESOLUTION AUTHORIZING SUBMISSION OF CORRECTIVE ACTION
PLAN FOR THE BOROUGH OF WASHINGTON, COUNTY OF WARREN,
STATE OF NEW JERSEY**

WHEREAS, the Borough of Washington has received the Audit of its financial condition for the year 2009; and

WHEREAS, one of the requirements of the Audit is the filing of a Corrective Action Plan that addresses the Comments and Recommendation contained within the Audit Report; and

WHEREAS, the CFO of the Borough of Washington has prepared a Corrective Action Plan in conformance with standard practices and the Borough Council hereby approves of the Corrective Action Plan and endorses the submittal of same to the Department of Community Affairs, Division of Local Government Services; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Washington, Warren County, New Jersey, that the CFO is hereby authorized to submit

the Corrective Action Plan as noted and to ensure that all provisions are complied with by the deadlines so listed.

CORRECTIVE ACTION PLAN
Borough of Washington
County of Warren
Audit report Year 2009

Comments #1

Interfund balances remaining at year end. All Interfund balances should be closed out as of the end of the year.

Recommendations

The interfund balances be reviewed and liquidated on a periodic basis.

Explanation and Corrective Action

All interfund balances reviewed on a monthly basis and all possible interfunds eliminated at month-end. Funds for the interfunds that could not be eliminated will be raised in subsequent budgets to eliminate interfunds.

Implementation Date

Implemented

Comments # 2

There are various grant receivables and reserve balances in the Grant Fund that have remained inactive.

Recommendations # 1

That various Grant Receivable and Grant Reserves be reviewed for possible cancellations.

Explanation and Corrective Action

Grant Receivable and Grant Reserve balances were reviewed and many grants already cancelled. Quarterly review of the grants is currently performed for any possible cancellation.

Implementation Date

Implemented

Comments # 3

There are grant receivables in the General Capital Fund and Sewer Utility Capital Fund that need to be investigated for possible cancellation.

Recommendations # 1

That Grant Receivable balances in the General Capital Fund and the Sewer Utility Capital Fund be reviewed and possibly cancelled.

Explanation and Corrective Action

All balances were investigated and identified. Reports were filed with the State to request reimbursement for all eligible receivables. Resolution was adopted to cancel

uncollectible receivable and improvement authorizations. Funds will be raised in the future budgets to cover uncollectible receivables.

Implementation Date

Implemented

Comments #4

Funds were committed in excess of amounts appropriated by the Sewer Utility Fund appropriation reserves.

Recommendations

That Appropriation Reserve Balances in the Sewer Utility Fund be reviewed prior to commitment or expenditure of funds to avoid overexpenditures.

Explanation and Corrective Action

Over commitment occurred in 2008 and was carried over to 2009. No new overexpenditures occurred in 2009. Budgets are reviewed monthly to ensure that no expenditures occurred prior to commitment. Implemented software assists us in ensuring that we do not overexpend legal line items in the budget.

Implementation Date

Implemented

Comments #5

Contracts payable in the General Capital Fund listed on the General Ledger does not agree with the subsidiary ledger.

Recommendations

That Contract Payable Subsidiary Ledgers agree with the General Ledger in the General Capital Fund

Explanation and Corrective Action

Subsidiary Ledger will be reviewed and brought into compliance with the General Ledger

Implementation Date

October, 2010

Comments #6

Consumer Accounts Receivable and Sewer Overpayments in the Sewer Utility Fund listed on the General Ledger do not agree with the subsidiary ledgers.

Recommendations

That Consumer Accounts Receivable and Sewer Overpayments in the Sewer Utility Fund agree with the General Ledger balance.

Explanation and Corrective Action

Prior to 2010, sewer collection was administered by the third party and all detailed records were maintained there. Only monthly reporting was recorded by the Borough. In 2010, Borough brought sewer collection in-house and will work on ensuring that subsidiary ledger matches General Ledger.

Implementation Date

Immediately, for 2010 collections

Comments #7

There is Deferred Charge for Future Taxation-Unfunded over five years old.

Recommendations

That the Deferred Charge to Future Taxation-Unfunded over five years old be cancelled or funded.

Explanation and Corrective Action

Deferred Charge to Future Taxation was analyzed and will be raised in the future budgets.

Implementation Date

Starting with 2011 budget

Comments #8

The Clerk's Department, Police Department and Recreation Department do not maintain a formal cash receipts journal

Recommendations

That the Clerk's Department, Police Department and Recreation Departments maintain a formal Cash Receipts Journal.

Explanation and Corrective Action

Borough of Washington entered into inter-local service agreement with the Township of Washington for the provision of Police services. We no longer maintain Police Department.

The Clerk's Department and Recreation Departments procedures will be reviewed and proper procedures implemented.

Implementation Date

September, 2010

Comments #9

Recreation fees were not approved by an ordinance.

Recommendations

That the Recreation Fees be approved by ordinance.

Explanation and Corrective Action

Fee ordinance for the Recreation Fee was already adopted by the Governing Body.

Implementation Date

Implemented

Comments #10

The Borough did not implement a Pay-to-Play legislation with respect to the awarding of professional service contracts.

Recommendations

That the Borough adhere to Pay-to-Play legislation.

Explanation and Corrective Action

The Borough employs the QPA and all current professional services contracts awarded are in compliance with Pay-to-Play regulations.

Implementation Date

Implemented

Comments #11

A formal cash receipts journal was not maintained by Collector

Recommendations

That a formal Cash Receipts Journal be maintained by the Animal Control Trust Fund Collector.

Explanation and Corrective Action

With the assistance of current software, every licenses issued is automatically posted as revenue collected and reconciled on a monthly basis.

Implementation Date

Implemented

Comments #12

Unused dog tags were not available for audit.

Recommendations

That unused dog tags be maintained and available for audit.

Explanation and Corrective Action

2009 tags were disposed before audit was complete. 2010 tags will be retained until the end of the audit.

Implementation Date

Immediately

Comments #13

Daily computer deposit reports were unavailable for audit for Sewer Utility Fund.

Recommendations

That Daily Deposit Computer Reports be maintained in the Sewer Utility Fund

Explanation and Corrective Action

Prior to 2010, sewer collection was administered by third party and all detailed records were maintained there. Only monthly reporting was recorded by the Borough. In 2010, Borough brought sewer collection in-house and daily deposits will be available from July 2010 forward.

Implementation Date

Implemented

Comments #14

There were 42 tickets assigned but not issued over 181 days old.

Recommendations

That Municipal Court tickets over 181 days old be recalled and reassigned through the ATS System.

Explanation and Corrective Action

Effective October of 2010, the Borough of Washington will become part of the Mansfield Township Shared Court, to which they (Mansfield Township) are the lead entity. This issue will be communicated to the third party for correction.

Implementation Date

October, 2010

Comments #15

The payroll agency account was not analyzed on a monthly basis.

Recommendations

That an analysis of the Payroll Agency account be maintained on a monthly basis.

Explanation and Corrective Action

Balance in the Payroll Agency account will be reviewed and complete analysis of this account will be performed. Each sub-account will be identified.

Implementation Date

On-going

At this time Mayor McDonald deviated from the agenda to entertain Resolution 161-2010 Application to the Local Finance Board

Motion made by Housel, seconded by Valentine and adopted.

Councilwoman Gleba questioned the wording of the Resolution. The CFO stated this is the Resolution that is provided by the State of NJ and must be used to be placed on the agenda for the Local Finance Board. The CFO explained the Local Finance Board meeting is September 17; this needs to be adopted or we can't appear to the board. If the Borough receives transitional aid in the meantime we can be pulled from the agenda.

Roll Call: Housel, Valentine, Gleba, McDonald, Higgins, Boyle

Ayes: 6, Nays: 0

Motion Carried

**Resolution Of The Borough of Washington
Making Application To The Local Finance Board
Pursuant To N.J.S.A 40A:4-**

WHEREAS, the Mayor and Council of the Borough of Washington in the County of Warren desires to make application to the Local Finance Board for its approval of a proposed Levy CAP waiver pursuant to N.J.S.A. 40:4-45.46 and,

WHEREAS, the Mayor and Council of the Borough of Washington believes that:

- (a) it is in the public interest to accomplish such purpose; and,
- (b) the Levy CAP waiver is for the health, wealth, convenience or betterment of the inhabitants of the Borough of Washington; and,
- (c) the proposal is an efficient and feasible means of providing services for the needs of the inhabitants of the Borough of Washington and will not create an undue financial burden to be placed upon the Borough of Washington;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Washington as follows:

Section 1. The application to the Local Finance Board is hereby approved, and the Chief Financial Officer, along with other representatives of the Borough of Washington are

hereby authorized to prepare such application and to represent the Borough of Washington in matters pertaining thereto.

Section 2. The Municipal Clerk of the Borough of Washington is hereby directed to file a copy of the proposed Levy CAP waiver with the Local Finance Board as part of such application.

Section 3. The Local Finance Board is hereby respectfully requested to consider such application and to record its findings, recommendations and/or approvals as provided by the applicable New Jersey Statute.

ORDINANCES

None

REPORTS:

Motion was made by Housel, seconded by Boyle to receive and file the following reports:

Issues and Details
Managers Report
Police Report June/July 2010

Councilman Boyle asked the status of the “tool kit” information that was due to the DCA on October 1. Borough Clerk, Kristine Blanchard will follow up with the Manager.

Ayes: 6, Nays: 0
Motion Carried

COMMITTEE REPORTS:

DPW: Councilman Housel reported the DPW Garage is moving along and hopefully we can have a CO in three to four weeks.

Streets Committee: Councilman Boyle stated the Streets Committee is scheduled to meet on September 13, 2010. He noted if the streets committee determines the roads should be maintained an ordinance would need to be adopted by the Governing Body. Councilman Boyle asked the Borough Attorney if the word “maintained” needs to be defined. Attorney Cushing stated in the Ordinance you can define exactly what you want to do with the roads; for example, plow, maintenance, etc. Councilman Boyle noted this

would require some discussion with the Manager and DPW Supervisor. Councilman Boyle requested that they both attend the Streets Committee meeting.

Finance Committee: No Report

Shared Services Committee: Councilman Boyle reported he will be attending a meeting at Hampton Borough on the potential shared services for refuse pick up. The meeting begins at 7:00 p.m.

Senior Services: Councilman Housel reported the Senior Services Committee had a meeting scheduled for August 25; no one was in attendance.

Website Committee: No Report

Sewer: No Report

Park Committee: No Report

Grant Committee: No Report

OLD BUSINESS:

None

NEW BUSINESS

Approval of Bingo License Knights of Columbus

Motion made by Housel, seconded by Higgins to approve the Bingo application for the Knights of Columbus.

Ayes: 5, Nays: 0
Abstain: 1 (Boyle)
Motion Carried

Approval of Bingo License St. Josephs Church

Motion made by Higgins, seconded by Housel to approve the Bingo application for St. Joseph's Church.

Ayes: 5, Nays: 0
Abstain: 1 (Boyle)
Motion Carried

VOUCHERS

Motion made by Higgins, seconded by Boyle to approve the claims and vouchers in the amount of \$1,310,744.72.

Councilman Higgins asked about the internet charges at the Library. Councilman Boyle inquired about the \$1210.88 engineering charge. Ms. Blanchard will follow up with Council tomorrow on these items.

Ayes: 6, Nays: 0

Abstain: 2 (Gleba – soccer refund for William Gleba, Higgins – Fire Department vouchers.)

Motion Carried

RECAP

Acting Manager/Borough Clerk Blanchard stated she will follow up on the sign issue with Church of Christ, she will review the questions on the vouchers, she will ask Manager Phelan and the DPW Supervisor to attend the Streets Committee Meeting.

COUNCIL REMARKS

Councilwoman Gleba stated that she would like to recommend that the Ordinance for the Borough Attorney and Borough Engineer be reviewed and modified. She would also like to implement a review process for the Engineer and Attorney. Mayor McDonald asked Councilwoman Gleba to provide the information to Council and it can be discussed at the next Council meeting.

Councilman Higgins had several items he would like follow up on. He asked what the status of the crosswalk is downtown. He would like to have a list of the total amounts refunded for swim team and for pool memberships. He noted that we had 14 soccer refunds on the bill list he would like to know why. He would like to know what the Planning Board Planner has been paid ytd. He asked if the well pump had been fixed at the park yet. He would like the recreation finances at the first meeting in October. He would also like the expenditures for the Police Department from August 2008 through August 2009 and for August 2009 through August 2010. He would like the abandoned property list. He noted that the offer from Washington Township needs to be discussed at the next meeting and he would like a report on the first quarterly sewer billing done in the

Borough. He would also like to know what the salary issues are with the Recreation Department.

Councilman Housel noted that “First Friday” in the downtown area is a big success and encouraged people to attend.

Hearing no further business to come before Council, it was moved by Higgins, seconded by Valentine that the meeting be adjourned at 11:00 p.m.

Ayes: 6, Nays: 0.
Motion carried.

Mayor Scott McDonald

Kristine Blanchard, RMC Borough Clerk