

January 5, 2012

The Reorganization meeting of the Borough Council was held in the Municipal Building on January 5, 2012. The meeting was called to order at 8:02 p.m. by Mr. Barra who announced that the requirements of the Open Public Meetings Act were met by the required posting and notice of publications.

The Mayor led those present in a salute to the flag.

The following Council members answered roll call: Mr. Bernstein, Ms. LaMonica, Mr. Strauch, Mrs. White, Mrs. Wilczynski and Mayor Barra. Also present were Mrs. McCarthy and Mr. Bole.

Mr. Barra asked Mr. Schoepflin to come up to the dais. The Mayor then told the audience that at the meeting on December 29<sup>th</sup> there was a proclamation honoring Mr. Schoepflin's years of service to the Council, and a path was named "Schoepflin Way" in his honor. Mr. Barra said he told Mr. Schoepflin on that evening, not to be a stranger and that there was always a place for him at the dais.

#### *Swearing in of Elected Officials*

Mayor Barra swore in re-elected Councilwoman Amy Wilczynski.

Mayor Barra then swore in newly elected Councilwoman Jacqueline R. McSwiggan. He stated Mrs. McSwiggan served previously on the School Board and has worked in many volunteer positions in the municipality.

#### *Mayor's Report*

Mr. Barra said it was his pleasure to welcome Mrs. Wilczynski back as a returning Council member. When she first became a Councilwoman she was learning her way, but now she's out directing contractors about where to put new fencing. She has grown into the job and has been a joy to work with.

Mr. Barra also welcomed new Councilwoman Mrs. McSwiggan.

Mayor Barra referred to the fiscal issues of the Borough as being the most difficult issues that the Council faces. There will be even more difficult fiscal challenges in 2012, but the Council members he has to work with are very capable in dealing with whatever comes their way. They are hard working and dedicated and have respect for one another. Last year Allendale was able to have a zero tax increase and that is once again the goal for this year.

#### *Minutes*

Mrs. White moved, seconded by Mrs. Wilczynski, to approve the minutes of December 29, 2011. On roll call Mr. Bernstein, Ms. LaMonica, Mrs. White and Mrs. Wilczynski voted in favor. Mrs. McSwiggan and Mr. Strauch abstained.

*Mayor's Appointments*

NAME EXPIRES	PLANNING BOARD	TERM
George Scherb	Class II – Official of the Municipality	12/31/2012
Michael Sirico	Class IV – Citizen of the Municipality	12/31/2014
Michael Walters	Class IV – Citizen of the Municipality	12/31/2014
Thomas Zambrotta	Class IV – Citizen of the Municipality	12/31/2014

*Consent Agenda*

Resolution 12-01 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Jim Strauch is hereby elected President of the Borough Council for the year 2012.

On roll call Mr. Strauch abstained, all other Council members voted in favor.

Resolution 12-02 – Introduced by Ms. LaMonica, seconded by Mrs. Wilczynski

**Be It Resolved** that the following Standing Committees shall be appointed by the Mayor:

- Administration, Finance and Human Resources
- Water, Sewer and Public Utilities
- Public Works
- Facilities, Parks and Recreation
- Land Use and Construction Code
- Public Safety

On roll call, all Council members voted in favor.

Resolution 12-03 – Introduced by Mr. Strauch, seconded by Mrs. Wilczynski

The first named Council member shall act as Chair of the Committee.

Administration, Finance and Human Resources – Councilwomen LaMonica and White

Water, Sewer and Public Utilities – Councilwomen McSwiggan and LaMonica

Public Works – Councilwoman White, Councilman Strauch

Facilities, Parks and Recreation – Councilwomen Wilczynski and McSwiggan

Land Use and Construction Code – Councilmen Strauch and Bernstein

Public Safety – Councilman Bernstein and Councilwoman Wilczynski

On roll call, all Council members voted in favor.

Resolution 12-04 – Introduced by Mr. Bernstein, seconded by Mrs. White

**Be It Resolved** that Jim Strauch is hereby elected as the Council's representative to the Planning Board.

On roll call, all Council members voted in favor.

Resolution 12-40 – Introduced by Ms. LaMonica, seconded by Mrs. White

**Whereas**, M. Alissa Mayer served as Chief Financial Officer for the Borough of Allendale for not less than four (4) consecutive years commencing September 16, 2008,

**Now, Therefore, Be It Resolved** by the Governing Body for good cause that M. Alissa Mayer is hereby reappointed as the Chief Financial Officer for an additional four year term commencing January 1, 2012 and shall continue to hold office while in compliance with the requirements set forth in N.J.S.A. 40A:9-140.8.

**Be It Further Resolved** that the salary of the CFO should be fixed annually by resolution, within the range established by the annual salary ordinance.

On roll call, all Council members voted in favor.

Resolution 12-05 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the following individuals are appointed to the named Board or Commission for the period specified:

NAME AND BOARD OR COMMISSION	TERM EXPIRES
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Board of Adjustment

Joanne Hart	12/31/2015
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Doug Jones	12/31/2015
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Board of Health

Maria Crean	12/31/2014
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Donna Fichera	12/31/2014
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Marsh Wardens

Mike Limatola	12/31/2012
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Jim Wright	12/31/2012
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Library Board

Chris Martin 12/31/2016

Shade Tree

Carol Sheehan 12/31/2016

Bruce Rohsler 12/31/2016

Sports Alliance

Peter Borzilleri 12/31/2012

Bridget Egan 12/31/2012

John Hottinger 12/31/2012

Rich LeBlanq 12/31/2012

Jim Mulanaphy 12/31/2012

On roll call, all Council members voted in favor.

Resolution 12-06 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Mayor and Borough Council do hereby confirm the election of the following individuals:

David Baez	Fire Chief
Ryan Shute	Assistant Fire Chief

On roll call, all Council members voted in favor.

Resolution 12-07 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Gwen McCarthy is hereby appointed as Affirmative Action Public Agency Compliance Officer (PACO) in accordance with P.L. 1975 C.127 (NJAC 17.27) for the year 2012.

**Be It Further Resolved** that Gwen McCarthy is hereby appointed Personnel Officer.

**Be It Further Resolved** that Gwen McCarthy is hereby appointed as the Sexual Harassment Officer.

On roll call, all Council members voted in favor.

Resolution 12-08 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the following physician is hereby designated as the Police Physician for the Borough of Allendale for the year 2012:

Jerald Hershman, M.D.

On roll call, all Council members voted in favor.

Resolution 12-09 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Gwen McCarthy is hereby appointed as Assessment Search Officer of the Borough of Allendale, and

**Be It Further Resolved** that Harold E. Laufeld III is hereby appointed as Tax Search Officer of the Borough of Allendale.

On roll call, all Council members voted in favor.

Resolution 12-10 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the following individual is appointed as Fund Commissioner for the Bergen County Municipal Joint Insurance Fund:

Fund Commissioner Liz White

On roll call, all Council members voted in favor.

Resolution 12-11 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the following individual be and is hereby appointed by the Mayor and Council as Fire Official for the Borough of Allendale for the year 2012.

Fire Official – Ernest Cassidy

On roll call, all Council members voted in favor.

Resolution 12-12 – Introduced by Mrs. White, seconded by Ms. LaMonica

Appointment of Fire Inspectors

**Be It Resolved** that the following individuals listed below are appointed by the Mayor and Council as Fire Inspectors for the Borough of Allendale for the year 2012:

N. Hanke  
E. Cassidy  
P. Gauthier  
B. Blide  
J. Moritz  
S. Cameron

J. Wittekind

On roll call, all Council members voted in favor.

Resolution 12-13 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Now, Therefore, Be It Resolved** by the Mayor and Council that Hans Cunningham is appointed Emergency Management Coordinator and Terry Lawler shall serve as Deputy Emergency Management Coordinator.

On roll call, all Council members voted in favor.

Resolution 12-14 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Now, Therefore, Be It Resolved** that the Chief Financial Officer is hereby authorized and directed to maintain in the official depository an account designated as the Borough of Allendale Claims Account, and

**Be It Further Resolved** that all funds deposited in the account must be withdrawn by proper warrants of the Borough signed by two of the following: the Mayor, the Chief Financial Officer, the Municipal Clerk or the Finance Committee Chair.

On roll call, all Council members voted in favor.

Resolution 12-15 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Keith Cauwenberghs is hereby appointed as ADA Compliance Officer for the Borough of Allendale.

On roll call, all Council members voted in favor.

Resolution 12-16 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, pursuant to the Code of the Borough of Allendale, By-laws, Chapter A276 need to be adopted annually.

**Now, Therefore, Be It Resolved** that the By-laws recorded in the Code of the Borough of Allendale be and they are adopted for the year 2012.

On roll call, all Council members voted in favor.

Resolution 12-17 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Open Public Meetings Act, NJSA 10-4-18 et seq. took effect on January 19, 1976, and

**Whereas**, the Borough Council desires to be in complete compliance with the requirements and spirit of that act,

**Now, Therefore, Be It Resolved** by the Governing Body that the schedule of meetings of the Mayor and Council shall be as follows:

On roll call, all Council members voted in favor.

Resolution 12-18 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Ridgewood Newspapers, the Record and the Star Ledger be and they are hereby designated as the official newspapers for the year 2012.

On roll call, all Council members voted in favor.

Resolution 12-19 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that all funds of the Borough deposited in the official depositories may be withdrawn by proper warrants of the Borough signed by two of the following: the Mayor, Chief Financial Officer, the Municipal Clerk or Councilwoman LaMonica, except as provided in Resolution 12-22.

On roll call, all Council members voted in favor.

Resolution 12-20 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that all funds of the Water Account or Water Utility deposited in the official depositories may be withdrawn by proper warrants of the Borough signed by two of the following: the Mayor, Chief Financial Officer, the Municipal Clerk or Councilwoman LaMonica, except as provided in Resolution 12-22.

On roll call, all Council members voted in favor.

Resolution 12-21 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Hudson City Savings Bank, J.P. Morgan Chase Bank, TD Bank Valley National Bank, Bank of America, New Jersey MBIA/CLASS and New Jersey Cash Management be designated as official depositories for the Borough funds for the year 2012.

On roll call, all Council members voted in favor.

Resolution 12-22 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Chief Financial Officer be and she is hereby authorized and directed to maintain in the official depository an account designated as the Borough of Allendale Payroll Account, and

**Be It Further Resolved** that all funds of the Borough deposited in the account be withdrawn by proper warrants of the Borough signed by the Chief Financial Officer.

On roll call, all Council members voted in favor.

Resolution 12-23 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, it becomes necessary at times to issue checks for certain fixed charges which are due on periodic dates, such as County Taxes, Payroll and other miscellaneous items, which dates frequently occur between Council meetings.

**Now, Therefore, Be It Resolved** that the proper Borough Officials be and are hereby authorized to issue and sign checks for payment when such payments become due for ratification at the next following meeting.

On roll call, all Council members voted in favor.

Resolution 12-24 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, it is in the best interest of the Borough of Allendale to earn additional revenue through the investment and prudent management of its cash receipts; and

**Whereas**, P.L. 1983, Chapter 8, and P.L. 1997, Chapter 148, is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and

**Whereas**, the law requires that each local unit shall adopt a cash management plan,

**Now, Therefore, Be It Resolved** that the following shall constitute the Cash Management Plan for the Borough of Allendale and the Chief Financial Officer shall deposit and manage its funds pursuant to this plan.

On roll call, all Council members voted in favor.

Resolution 12-25 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that M. Alissa Mayer, Chief Financial Officer, is hereby authorized on behalf of the Borough of Allendale to effect telephone transfers of funds for renewal of notes or investments into or out of authorized Borough and Water Utility Accounts.

On roll call, all Council members voted in favor.

Resolution 12-26 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Chief Financial Officer is hereby authorized to draw current and water account checks for petty cash to the following individuals in the amounts stated:

George Scherb (Police Department)	\$150
Keith Cauwenberghs (Dept. of Public Works)	\$150
M. Alissa Mayer (Finance Department)	\$250
Jeff Picinich (Water A/C)	\$100
Gwen Gordon (Mayor and Council)	\$250

On roll call, all Council members voted in favor.

Resolution 12-27 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that interest will be charged at the rate of eight (8%) per cent per annum on the first \$1,500 of all delinquent taxes, assessments and Borough charges and eighteen (18%) per cent of any amounts over \$1,500 delinquency, except that no interest will be charged on taxes for the current quarter if the said taxes are paid within the tenth calendar day following the date upon which the same became payable; and

**Be It Further Resolved** that the interest rates shall revert to the percentages as aforesaid from the first day of any current quarter unless taxes for the same quarter are paid during the first ten days of such quarter.

**Be It Further Resolved** that a certified copy of this resolution be transmitted to the Collector of Taxes forthwith.

On roll call, all Council members voted in favor.

Resolution 12-28 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Governing Body hereby authorizes the Tax Collector to conduct the annual tax sale for delinquent property taxes and any other municipal charges.

On roll call, all Council members voted in favor.

Resolution 12-29 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, NJSA 40:5-18 provides for the imposition of a service charge to be added to any amount owing to the municipality if payment tendered on the account was tendered by a check which was returned for insufficient funds.

**Now, Therefore, Be It Resolved** by the Council of the Borough of Allendale that the Chief Financial Officer is hereby authorized to impose a \$28.00 fee for all returned checks to any General Fund Account and Water Utility Account of the Municipality

On roll call, all Council members voted in favor.

Resolution 12-30 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the Chief Financial Officer be and she is authorized and directed to continue the compensation of Borough employees at previously authorized levels until such time as a resolution is adopted by the Governing Body of the Borough of Allendale setting forth the salaries of Borough employees for the year 2012.

On roll call, all Council members voted in favor.

Resolution 12-31 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Borough of Allendale, from time to time, authorizes use of public facilities for certain non-profit organizations which do not have insurance coverage; and

**Whereas**, the Borough is willing to permit use of its public facilities to such organizations provided that such use is consistent with the underwriting guidelines of the Borough's insurer;

**Now, Therefore, Be It Resolved** by the Governing Body that it does hereby agree to waive insurance for the following not-for-profit organizations:

- Republican Club
- Democratic Club
- American Legion
- Veterans of Foreign Wars

**Be It Further Resolved** that the waiver of insurance herein shall extend for a period of one (1) year only and must be renewed annually.

On roll call, all Council members voted in favor.

Resolution 12-32 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Borough of Allendale is a participating member of the Bergen County Municipal Joint Insurance Fund relative to General Liability and other coverage; and

**Whereas**, the "Fund" has adopted certain criteria to distinguish between bona fide municipal activities and other quasi-public entities not sponsored by the municipality and therefore, not subject to coverage by the "Fund", and

**Whereas**, it has been determined that in order to be covered by the "Fund" an organization or activity meet the test that its function is of the type that historically municipalities have undertaken themselves or have provided with insurance coverage and/or is one which advances a bona fide local public purpose on a non-profit basis

typically met by local government, the benefits of which are available to the municipality in general; and

**Whereas**, the Borough has asked the “Fund” to extend General Liability and non-owned Automobile Liability Coverage to the following entities:

- Class I – Allendale Firemen’s Relief Association
- Class I – Allendale Volunteer Firemen’s Association
- Class I – Allendale Exempt Firemen’s Association
- Class I – Allendale Junior Fire Association
- Class III – Allendale Drug Abuse Prevention Team
- Class III – XYZ Senior Citizens
- Class III – Friends of the Library
- Class III – Allendale Historical Society
- Class III – Holiday Observers
- Class IV – Allendale Recreation Committee
- Class IV – Crestwood Lake Swim Team
- Class IV - Alleoop

**Now, Therefore, Be It Resolved** by the Borough Council of the Borough of Allendale as follows:

It is hereby certified that the above listed organizations exist within the Borough of Allendale as a bona fide charitable, educational, or recreational activity of the municipality and is, in fact an organization that supports and/or provides services to the municipality in general and as such is sponsored or subsidized directly or indirectly by the municipality.

The Borough of Allendale does hereby request that this organization described herein be named as an additional insured for General Liability and Non-owned Automobile Liability Coverage in accordance with the applicable limits and restrictions.

On roll call, all Council members voted in favor.

Resolution 12-33 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that Father Raphael Iannone of Saint Joseph’s Church in New Paltz, New York be and he is hereby appointed as Police Chaplain for the Borough of Allendale.

On roll call, all Council members voted in favor.

Resolution 12-34 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2012 budget) temporary

appropriations be made for the purposes and amounts required in the manner and time therein provided:

**Whereas**, the date of this resolution is within the first thirty days of 2012, and

**Whereas**, the total appropriations in the 2011 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

General	\$11,084,540.88
Water Utility	\$ 1,352,561.00

**Whereas**, 26.25 percent of the total appropriations in the 2011 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2011 Budget is as follows:

General	\$ 2,909,691.77
Water Utility	\$ 355,047.26

**Now, Therefore, Be It Resolved** by the Mayor and Borough Council of the Borough of Allendale, County of Bergen, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

On roll call, all Council members voted in favor.

Resolution 12-35 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Borough of Allendale is in need of the services of a Zoning Officer and a Property Maintenance Officer;

**Now, Therefore, Be It Resolved** that John Wittekind is hereby appointed to those positions for a term to expire December 31, 2012:

On roll call, all Council members voted in favor.

Resolution 12-36 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Mayor and Council of the Borough of Allendale in the County of Bergen, deems it appropriate to enhance the recruitment of volunteer firefighters and emergency medical volunteers in the Borough of Allendale, and

**Whereas**, the State of New Jersey has enacted P.L. 1998, c. 145 which permits municipal governments to allow their firefighting and emergency medical volunteers to take advantage of the Volunteer Tuition Credit Program at no cost to the municipal government.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale in the County of Bergen that the Volunteer Tuition Credit Program as set forth in P.L. 1998, c. 145 is herewith adopted for volunteer firefighters and emergency medical volunteers in the municipality, and

**Be It Further Resolved** that the Municipal Clerk is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under the P.L. 1998, c. 145, a copy of which is herewith made part of this resolution.

On roll call, all Council members voted in favor.

Resolution 12-37 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, the Borough of Allendale is involved in certain tax appeal litigation for the year 2012;

**Now, Therefore, Be It Resolved**, by the Governing Body for good cause that the Municipal Attorney and Tax Assessor be and they are hereby authorized to review all such assignments and to file counterclaims which, in their reasonable discretion, they deem necessary and appropriate to protect the Borough's interest.

On roll call, all Council members voted in favor.

Resolution 12-38 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, pursuant to Ordinance No. 240 dealing with regulation and enforcement of towing, road service and storage of vehicles in the Borough of Allendale, various applications have been made to obtain a license for inclusion on the official list of towing companies in the Borough, and

**Whereas**, the applications have been reviewed by the Chief of Police who has provided a report to the Borough Council recommending approval of the applications of certain applicants, and

**Whereas**, the Borough Council of the Borough of Allendale has reviewed the matter and finds just cause;

**Now, Therefore, Be It Resolved** as follows:

1. A-1 Auto Body, All Points Towing, City Wide, Ramsey Auto Body, Rondale Towing and Venusti Auto Body, Allendale Towing and NAR are hereby approved to be included on the official towing list of the Borough effective January 5, 2012.

2. That approval shall be granted to the aforesaid towing companies effective January 5, 2012 through December 31, 2012, in accordance with the terms of the ordinance.
3. That said approvals remain in effect provided that said approved towing companies are in continued compliance with the terms of the ordinance.
4. That the Administrative Officer, upon payment of the appropriate fee, is authorized to issue a certificate of approval to the aforesaid towing companies.

On roll call, all Council members voted in favor.

Resolution 12-39 - Introduced by Mrs. White, seconded by Ms. LaMonica

**Whereas**, A276-21 of the by-laws provides that the Mayor shall appoint members of all committees, subject to the concurrence of a majority of the Council;

**Whereas**, A276-24 of the by-laws provides that special committees may be appointed for purposes other than those included in the duties of the standing committees;

**Whereas**, it is reasonable and appropriate that a special committee be appointed entitled “Crestwood Lake Committee”;

**Now, Therefore, Be It Resolved** that the Mayor does hereby appoint, subject to concurrence of the Council the following individuals to serve on the Crestwood Lake Committee: John Dryer, Mary Ann Martin, Kevin Martin, Cyndi Bennewitz, Jennifer Smith, Diane Haynes and Matt Haynes.

On roll call, all Council members voted in favor.

Resolution 12-41 – Introduced by Mrs. White, seconded by Ms. LaMonica

**Be It Resolved** that the following are the salaries for the Department of Public Works and Water Utility for the year 2012.

**Department of Public Works**

Cameron, Steve	53,000.00
Davis, Dan	53,000.00
Frazier, Raymond	53,000.00
McDowell, Richard	53,000.00
Pasquino, John	42,000.00
Richard, Daniel	47,200.00
Simon, Lonnie	50,000.00
Ziegelhofer, William	52,000.00
Starting Salary	33,000.00
Standby Per Week	200.00

## **Water Utility**

Simon, Layne	60,000.00
Moritz, James	53,000.00
Starting Salary	33,000.00
Standby Per Week	200.00

On roll call, all Council members voted in favor.

### *Committee Reports*

#### Public Safety

Mr. Bernstein said he is looking forward to serving once again on the Public Safety Committee which has already had a meeting in 2012. He is pleased to have Mrs. Wilczynski join him on the Public Safety Committee and he thanked Councilman Strauch for working with him in the past. The Public Safety Committee will meet the second Wednesday of every month at 7:30 in the morning.

#### Public Works

Mrs. White said she has a DPW meeting scheduled for January 12<sup>th</sup>. She thanked Mrs. McSwiggan's family for being willing to share her with the Council. Mrs. White also told the other Council members that she was looking forward to working with them in the coming year.

#### Land Use and Construction Code

Mr. Strauch said the Land Use Committee will meet on January 6<sup>th</sup> at 7:30 a.m.

#### Water, Sewer and Public Utilities

Mrs. McSwiggan said she did not have a report this evening, but she will be coordinating with Ms. LaMonica as the two of them work on this Committee in the future. She also thanked her family and friends for their support and said she looks forward to working with the Council.

#### Administration, Finance and Human Resources

Ms. LaMonica did not have a report but she offered her congratulations to Mrs. Wilczynski and Mrs. McSwiggan on their election to the Council.

#### Facilities, Parks and Recreation

Mrs. Wilczynski stated that there will be a meeting of her Committee on January 11<sup>th</sup>. She too is looking forward to working with Mrs. McSwiggan.

Municipal Attorney

Mr. Bole did not have a report.

Administrative Officer/Municipal Clerk

Mrs. McCarthy congratulated the two new Council members as well as Mrs. Mayer who was reappointed as Chief Financial Officer this evening.

Mrs. White moved, seconded by Ms. LaMonica to adjourn at 8:25 p.m.

Respectfully submitted,

Gwen McCarthy  
Municipal Clerk