

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
August 11, 2016

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Liz Homan, Jackie McSwiggan, Steve Sasso, Jim Strauch, and Amy Wilczynski

ABSENT: None

ALSO PRESENT: Borough Attorney Thomas Bouregy
Municipal Clerk Anne Dodd

A Regular Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, NJ on August 11, 2016. The meeting was called to order at 8:06 p.m. by Mayor White who asked that the Municipal Clerk read the open public meetings statement: "In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building, published in the Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger."

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

Approval of Minutes:

Motion by Councilman Strauch, second by Councilman Bernstein, that the Minutes of July 28, 2016 Work Session, July 28, 2016 Regular Session, and July 28, 2016 Closed Executive Session (not to be released) are approved.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	abstain	Councilman Strauch:	aye
Councilwoman McSwiggan:	abstain	Councilwoman Wilczynski:	aye

Public Comment

No one came forward.

Introduction of Ordinances

Mayor White explained that 35 days are being scheduled between introduction and adoption of this ordinance as zoning ordinances require review by the Planning Board to determine consistency with the Master Plan.

Motion by Councilman Sasso that the following ordinance be introduced and passed on first reading and setting September 22, 2016 at 8:00 p.m. or as soon thereafter as the as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilwoman McSwiggan.

The Municipal Clerk read the title of the ordinance into the record:

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ORDINANCE 16-24 – AN ORDINANCE OF THE BOROUGH OF ALLENDALE, COUNTY OF BERGEN, NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 270-26 OF THE BOROUGH CODE ENTITLED “RESTRICTED USES AND ACTIVITIES”

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 16-24, attached and made a part hereof.)

Consent Agenda

- A. **16-214**/Approval of Bill List
- B. **16-215**/Authorize Refund – 2015 State Board Judgment
- C. **16-216**/Authorize Refund – Water Overpayment
- D. **16-217**/Approve Collective Bargaining Agreement – UPSEU
- E. **16-218**/Approve 2016-2017 Flu Program
- F. **16-219**/Award Contract – SDL Municipal Management Software
- G. **16-220**/Appoint School Crossing Guard

Motion by Councilman Strauch, second by Councilwoman McSwiggan, that the Consent Agenda be approved.

On a roll call, the vote on the Consent Agenda was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

All members present voting in favor, the Consent Agenda was approved.

Resolution 16-214

List of Bills

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated August 11, 2016 in the amounts of:

Current Fund		\$2,379,516.43
General Capital		\$0.00
COAH/Housing Trust		\$3,248.95
Water Operating		\$0.00
Water Capital		\$4,013.01
Trust Fund		\$4,012.81
Payroll		\$241,679.72
Improvement & Beautification		\$0.00
Animal Fund	2	\$3.60
Unemployment Fund		\$0.00
Total		\$2,632,474.52

State Board Judgment

BE IT RESOLVED, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following overpayment check due to a State Board Judgments for the tax year 2015:

Block/Lot	Name	Amount
2015		
1503.01/9	Bruce J. Stavitsky, Esq. for Paulius, Robert & Sigita 350 Passaic Avenue Fairfield, NJ 07004	\$2,130.51

Return of Water Overpayment

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Water Collector is hereby authorized to issue the following check on the account listed below and charge same to Water Rents for 2016 in connection with an overpayment:

Account Number	Name	Amount
311 3629381923	G. Abbot 299 West Street Amherst, MA 01002	\$28.85

Authorize Mayor to Sign UPSEU Contract

WHEREAS, the Collective Bargaining Agreement (“CBA”) between the Borough of Allendale (“Allendale”) and the UPSEU (White Collar Unit (“Union”) expired on December 31, 2015; and

WHEREAS, Allendale and the Union engaged in ongoing negotiations to discuss and agree upon the terms and conditions of a successor CBA.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that the Collective Bargaining Agreement between the Borough and United Public Service Employees Union for the term between January 1, 2016 through December 31, 2019 is hereby approved.

BE IT FURTHER RESOLVED that the Mayor be authorized to sign said Agreement.

Approval of Flu Program

Whereas, there is a need for a flu program in the Borough of Allendale, and

Whereas, the County of Bergen will provide this program under the Department of Health Services, and

Whereas, the County of Bergen provides flu vaccine at a cost of \$175.00 per ten dose vial, and

Whereas, the Allendale Board of Health has a need for eight vials of flu vaccine, and

Whereas, the Chief Financial Officer has certified that there are funds for this agreement;

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approved the agreement between the Borough of Allendale and the County of Bergen for the flu vaccination program;

Be It Further Resolved that the Mayor is hereby authorized to sign said agreement.

Resolution 16-219

WHEREAS, the Borough of Allendale wishes to purchase a municipal management system for use throughout the municipality; and

WHEREAS, the Construction Official has investigated the options to purchase this software system under a New Jersey State Bid contract; and

WHEREAS, after evaluating the options for the purchase of a new software system, the Construction Official has recommended purchasing SDL Municipal Management Software; and

WHEREAS, the New Jersey Public Contracts Law, N.J.S.A. 40A:11-12, permits municipalities to purchase goods and services without advertising for bids, from companies under any contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury, commonly referred to as "State Bid Contracts"; and

WHEREAS, SDL Municipal Management Software, qualifies to be purchased using State Bid Contract #A89851, from SHI International Corp., Kevin Gordon, Account Executive, 300 Davidson Drive, Somerset, NJ 08873, at a cost of \$23,183.00, a copy of a quotation being attached; and

WHEREAS, the Chief Financial Officer has advised that funding is available for this purchase.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Allendale that it hereby authorizes the contract for the purchase of SDL Municipal Management Software System, under State Bid Contract #A89851 from Kevin Gordon, Account Executive, SHI International Corp. in Somerset, NJ at a cost of \$23,183.00.

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Resolution 16-220

Appointment of School Guard

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following individual is hereby appointed as a school guard:

Name	Hire Date	Hourly Rate	Regular or Relief
Karen Giacomarro	September 6, 2016	\$18.00/hour	Regular

Resolutions:

16-221/ Appoint Special Legal Counsel

Motion by Councilman Bernstein, second by Councilwoman Wilczynski, that Resolution #16-221 be approved.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

Resolution 16-221

Resolution Appointing Special Legal Counsel

WHEREAS, there exists a need on the part of the Borough of Allendale (“Allendale”) to appoint special legal counsel to provide legal services to Allendale in connection with Allendale’s consideration of certain amendments to its zoning ordinances and other ordinances; and

WHEREAS, Allendale has determined that Jonathan E. Drill, Esq. is qualified and experienced to provide the foregoing legal services; and

WHEREAS, Allendale, by adoption of this Resolution wishes to appoint Jonathan E. Drill to act as special counsel for Allendale in connection with the foregoing, upon such terms as are recited in a letter proposal dated August 11, 2016, the terms of which are incorporated by reference herein; and

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that Jonathan E. Drill be and hereby is appointed as special counsel to provide legal services to Allendale in connection with the matters set forth hereinabove; and

BE IT FURTHER RESOLVED that the Mayor, CFO, Borough Clerk and Borough Attorney are authorized to take such actions as may be required to implement this Resolution.

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Unfinished Business:

There was no unfinished business

New Business:

There was no new business

Council Committee Reports and Comments

This agenda item was addressed during the Work Session.

Staff Reports:

Ray Wiss, Municipal Attorney, deferred his report to Closed Session.

Anne Dodd, Municipal Clerk, advised that the summer internships are coming to an end. She thanked the interns for their hard work, noting that they have really helped to organize the files and fill in during the times that Borough Hall was short-staffed.

Mayor White agreed and informed Council that there will be a lunch tomorrow for the interns should anyone be available to attend.

Ron Kistner, Administrative Officer/Director of Operations, reported that he is assigning two DPW employees to check signs throughout town to ensure that they are straight. He advised that there are 15 to 20 catch basins that need to be rebuilt; those that are less than 4 feet will be addressed in-house and the others will be contracted out. Although the DPW will be borrowing a hot box to address some potholes immediately, he advised that, in September, he will be looking to purchase equipment for this purpose for use throughout the winter. He also reported that he will be seeking authorization to purchase a compactor for the recycling center which will alleviate the use of the garbage truck for this purpose.

Public Comment on any issue:

Mark Savastano, Vreeland Place, inquired whether the public will be kept apprised of the findings of the review by special legal counsel.

Mayor White advised that once received, the public will be made aware of any decision that will be made as a result of his findings.

Closed Session:

Mayor White read into the record Resolution 16-222.

BE IT RESOLVED in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. Pending & Prospective Litigation

Minutes will be taken of the meeting and released to the public at the time that the matter is

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resolved. After Closed Executive Session, the Mayor and Council will reconvene in the Council Chambers to adjourn this work session.

There being no further business to come before the Council, on a motion from Councilman Strauch, seconded by Councilwoman McSwiggan, and all present voting in favor, the meeting was adjourned to the Closed Executive Session in the Council Chambers at 8:17 p.m.

Adjournment:

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilwoman McSwiggan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:54 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk