

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

PRESENT: Councilmembers Ari Bernstein, Liz Homan, Steve Sasso, and Jim Strauch

ABSENT: Mayor Elizabeth White and Councilmembers Jackie McSwiggan and Amy Wilczynski

ALSO PRESENT: Borough Attorney Ray Wiss  
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 May 25, 2017. The meeting was called to order at 8:00 p.m. by Councilman Bernstein 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."

Councilman Bernstein led those present in a salute to the flag.

**Approval of Minutes:**

Motion by Councilwoman Homan, second by Councilman Sasso, that the Minutes of May 11, 2017 Closed Executive Session (not to be released), May 11, 2017 Work Session, and May 11, 2017 Regular Session are 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:	absent	Councilwoman Wilczynski:	absent

**Public Comment**

Maria Christina Montanye, 227 Orchard Park, questioned whether revisions were made to Ordinance 17-09 as it appeared longer when introduced and there was more description with the version that appears on the website. She further noted that she did not see this ordinance posted to the bulletin board.

Borough Clerk Dodd explained that although there is a cover sheet in front of the ordinance which provides the date and time of the hearing, the ordinance itself immediately follows this notice. She further stated that the ordinance should be on the bulletin board downstairs as it was posted.

Ms. Montanye questioned whether Acme has reacquired its liquor license.

Councilman Bernstein explained that this license is being authorized to be kept in pocket status and is not currently in use.

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

She inquired whether the public will be permitted to ask questions regarding Ordinance 17-09 on June 29<sup>th</sup>.

Councilman Bernstein confirmed that, prior to the vote, there will be a public hearing at which time anyone who wishes to speak on this ordinance will be heard.

**Public Hearings for Advertised Ordinances:**

**Ordinance 17-09**

The Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on May 11, 2017 and posted on the bulletin board of the municipal building.

ORDINANCE 17-09 - AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, "OFFICERS AND EMPLOYEES", TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2017.

Motion by Councilman Strauch, second by Councilman Sasso, that the hearing and adoption of Ordinance 17-09 be tabled to June 29<sup>th</sup>, 2017 at 8:00 p.m. or as soon thereafter as the as the matter can be heard in the Council Chambers of the Allendale Municipal Building.

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

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

(See Ordinance 17-09, attached and made a part hereof.)

**Consent Agenda**

- A. **17-161**/Approval of Bill List
- B. **17-162**/Approve Notice of Intent to Award a Contract Under a National Cooperative Purchasing Agreement – Purchase of Surf Rake
- C. **17-163**/Approve Adjustment – 2017 Crestwood Lake Membership
- D. **17-164**/Authorize Liquor License Renewals – 2017-2018 Term
- E. **17-165**/Authorize Salaries – Crestwood Lake Swim Club 2017 Season
- F. **17-166**/Approve Notice of Intent to Award a Contract Under a National Cooperative Purchasing Agreement – Purchase of Two (2) Compactors
- G. **17-167**/Appoint Deputy OEM – Lawler
- H. **17-168**/Authorize Tax Collector to Prepare & Mail Estimated Tax Bills
- I. **17-169**/Authorize Capital Alternatives Corporation to Submit 2018 NJDOT Municipal Aid Project Grant Application – 2018 West Allendale Avenue Streetscape
- J. **17-170**/Appoint Seasonal Interns – Allendale Police Department
- K. **17-171**/Authorize Refunds – Overpayment of 2016/2017 Taxes – Various Properties
- L. **17-172**/Authorize Transfer of Overpayment – Block 511 Lot 5.20
- M. **17-173**/Authorize Inclusion in Bergen County Community Development Program

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

- N. **17-174**/Authorize Execution of Cooperative Agreement – Bergen County Development Program
- O. **17-175**/Amend 2017 Fees for Crestwood Lake
- P. **17-176**/Authorize Salary Increase – Mulder
- Q. **17-177**/Authorize Tax Appeal Settlement – Allendale Nursing Home

Motion by Councilman Sasso, second by Councilwoman Homan, that the Consent Agenda be approved.

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

Councilman Bernstein:	aye, #17-165 abstain	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	absent	Councilwoman Wilczynski:	absent

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

**Resolution 17-161**

**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 May 25, 2017 in the amounts of:

Current Fund	\$1,343,900.21
Payroll Account	\$234,943.33
General Capital	\$47,795.20
Animal Fund	\$51.00
COAH/Housing Trust	\$920.99
Improvement & Beautification	\$0.00
Unemployment Fund	\$1,697.00
Trust Fund	\$537.50
Water Operating	\$188,684.11
Water Capital	\$27,324.41
<b>Total</b>	<b>\$1,845,853.75</b>

**Resolution 17-162**

Approving Notice of Intent to Award a Contract  
Under a National Cooperative Purchasing Agreement

**Whereas**, the Borough of Allendale intends to participate in the Houston-Galveston Area Council (H-GAC) Cooperative contract to purchase a surf rake for the Department of Public Works; and,

**Whereas**, information regarding the contract may be found at Allendale Borough Hall during regular business hours, as well as on the Borough of Allendale's website at: [www.allendalenj.gov](http://www.allendalenj.gov); and,

**Whereas**, the Borough of Allendale is a member of H-GAC; and,

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

**Whereas**, the H-GAC contract term is January 1, 2017 through December 31, 2017; and,

**Whereas**, it is the intent of the Borough of Allendale to make a contract award to H. Barber & Sons, Inc. pursuant to the proposal submitted in response to the Borough's specifications; and;

**Whereas**, the Borough of Allendale is permitted to join national cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Municipal Clerk is hereby directed to publish the forgoing, enumerated "Notice of Intent to Award a Contract Under a National Cooperative Purchasing Agreement" in the legal newspaper of the Borough of Allendale with a comment period to end at the close of business hours on Tuesday, June 13, 2017.

**Resolution 17-163**

**Financial Hardship Discount for 2017 Season Crestwood Lake Membership**

**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 a 15% financial hardship discount off a Family Membership (parents and children) at Crestwood Lake for the 2017 Season to the following families:

1. The Kearl Family  
15 Homewood Avenue  
Allendale, New Jersey 07401  
Resident Rates (prior to May 22<sup>nd</sup>): \$570.00  
Amount Paid: \$485.00
2. The Rutter Family  
24 Cambridge Drive  
Allendale, New Jersey 07401  
Resident Rates (prior to May 22<sup>nd</sup>): \$570.00  
Amount Paid: \$485.00
3. The Neely-Gorin Family  
53 East Allendale Avenue  
Allendale, New Jersey 07401  
Resident Rates (prior to May 22<sup>nd</sup>): \$630.00  
Amount Paid: \$535.50

**Resolution 17-164**

Renewal of ABC Liquor Licenses for 2017-2018

**Whereas**, all Plenary Retail Consumption, Retail Distribution, Limited Distribution and Club Licenses will expire on June 30, 2017; and,

**Whereas**, the following applicants have complied with the provisions of the Act of the Legislature entitled, "An Act Concerning Alcoholic Beverages", being Chapter 436 of the Laws of 1933,

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

its supplements and amendments, and with the Rules and Regulations issued or to be promulgated by the State Commissioner of Alcoholic Beverage Control applicable.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Borough Clerk be and is hereby authorized to issue licenses to expire June 30, 2018, to the following:

PLENARY RETAIL CONSUMPTION LICENSES - \$2,500.00

<u>LICENSE#</u>	<u>LICENSEE</u>	<u>LICENSED PREMISES</u>
0201-33-001-002	Allendale Bar & Grill, Inc. t/a Allendale Bar & Grill	67 West Allendale Avenue Allendale, NJ 07401
0201-33-006-007	Savini Restaurant LLC t/a Savini Restaurant	168 West Crescent Avenue Allendale, NJ 07401

PLENARY RETAIL DISTRIBUTION LICENSES - \$2,500.00

<u>LICENSE#</u>	<u>LICENSEE</u>	<u>LICENSED PREMISES</u>
0201-44-004-003	Thrift Drug, Inc. t/a Rite Aid #10404	44 West Allendale Avenue Allendale, NJ 07401
0201-44-005-004	Acme Markets, Inc. t/a Acme 250 Parkcenter Boulevard PO Box 20 Boise, ID 83726	Pocket

**Resolution 17-165**

2017 Crestwood Lake Salary Resolution – Supplement Two

**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 hires the following individuals at the corresponding rates of pay for the Crestwood Lake Swim Club 2017 Season as follows:

Brian Koch	Head Guard	\$15.00 per hour
Francis Biagioli	Lifeguard	\$9.00 per hour
Isabella Biagioli	Lifeguard	\$9.00 per hour
Edward Moodie	Substitute Lifeguard	\$8.75 per hour
Grace Morrissey	Substitute Lifeguard	\$8.50 per hour
Lauren Cooney	Substitute Lifeguard	\$8.50 per hour
Megan McKaba	Substitute Lifeguard	\$8.50 per hour
Lauren Bernstein	Substitute Gate Person	\$8.40 per hour
Emma Cary	Substitute Gate Person	\$8.40 per hour
Olivia Friedland	Substitute Gate Person	\$8.40 per hour

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

**Be It Further Resolved**, Ryan Grady is hereby hired as a Head Dive Coach with a stipend of \$400 due to Eric Macksoud, hired as Head Dive Coach via Resolution #17-147, no longer being available during the 2017 Season.

**Resolution 17-166**

Approving Notice of Intent to Award a Contract  
Under a National Cooperative Purchasing Agreement

**Whereas**, the Borough of Allendale intends to participate in the National Joint Powers Alliance Cooperative contract to purchase two (2) self-contained compactors for the Department of Public Works; and,

**Whereas**, information regarding the contract may be found at Allendale Borough Hall during regular business hours, as well as on the Borough of Allendale's website at: [www.allendalenj.gov](http://www.allendalenj.gov); and,

**Whereas**, the Borough of Allendale is a member of NJPA Cooperative Purchasing System; and,

**Whereas**, the NJPA contract term is January 1, 2017 through December 31, 2017; and,

**Whereas**, it is the intent of the Borough of Allendale to make a contract award to Wastequip, LLC pursuant to the proposal submitted in response to the Borough's specifications; and;

**Whereas**, the Borough of Allendale is permitted to join nation cooperative purchasing agreements under the authority of N.J.S.A. 52:34-6.2(b)(3).

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Municipal Clerk is hereby directed to publish the forgoing, enumerated "Notice of Intent to Award a Contract Under a National Cooperative Purchasing Agreement" in the legal newspaper of the Borough of Allendale with a comment period to end at the close of business hours on Tuesday, June 13, 2017.

**Resolution 17-167**

**Be It Resolved** that Terry Lawler shall serve as Deputy Emergency Management Coordinator for a term to expire on March 2, 2020.

**Resolution 17-168**

RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE  
TAX COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX  
BILLS IN ACCORDANCE WITH P.L. 1994, C.72

WHEREAS, due to the County Board of Taxation unable to certify a tax rate due to various issues at the state level and the Municipal Tax Collector will be unable to mail the tax bills on a timely basis, it has become necessary to issue estimated tax bills for the 3rd Quarter of 2017 and;

WHEREAS, the Municipal Tax Collector in consultation with the Municipal Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and they have signed a

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated levies;

NOW, THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY ON 25<sup>th</sup> DAY OF MAY 2017 AS FOLLOWS:

1. The Borough of Allendale Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Borough for the third installment of 2017 taxes. The Tax Collector shall proceed and take such actions as necessary.
2. The entire estimated levy for 2017 is hereby set at \$ 38,399,992.00 for an estimated tax rate of \$ 2.286.
3. In accordance with law the third installment of 2017 shall not be subject to interest until the later of August 10, 2017. Any payment received after August 10, 2017 shall have interest calculated from August 1, 2017.

**Resolution 17-169**

BE IT RESOLVED by the Mayor and Council of the municipality of ALLENDALE that application is made to the Commissioner of Transportation for aid under the New Jersey Trust Fund Authority Act for:

**2018 Municipal Aid project-2018 West Allendale Avenue Streetscape**

WHEREAS, the Council has determined that such application(s) should be prepared by Capital Alternatives Corporation, the grants specialists engaged by the municipality for assistance in such matters.

RESOLVED, that Capital Alternatives Corporation is authorized to prepare, assemble, and submit the necessary documentation on behalf of the municipality of ALLENDALE for the stated project(s).

**Resolution 17-170**

Appointment of Unpaid Seasonal Interns

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Kathryn Teresa Ficca and Brenden Joseph Gerity be appointed as unpaid seasonal interns in the Allendale Police Department effective May 26, 2017.

**Be It Further Resolved** that this appointment shall expire September 5, 2017.

**Resolution 17-171**

OVERPAYMENT

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following checks on the properties listed below and charge same to Overpayment of 2016/2017 Taxes:

<b>Block/ Lot</b>	<b>Name</b>	<b>Property Location</b>	<b>Amount</b>
<b><u>2017</u></b>			
1406/13	Falcke, Frieda 325 Brookside Avenue Allendale, NJ 07401	325 Brookside Avenue	\$1,000.00
2103/18	Lockard, James Jr. & Angie 8 Eroid Court Allendale, NJ 07401	8 Eroid Court	\$5,014.50
<b><u>2016</u></b>			
404/14	Ballaera, Joseph 45 Beatrice Street Allendale, NJ 07401	45 Beatrice Street	\$4,717.87
507/3	Advantage Title LLC 137 Main Street Bay Saint Louis, MS 39520	222 E Crescent Avenue	\$3,635.92

**Resolution 17-172**

TRANSFER OF OVERPAYMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to transfer the following overpayment listed below from Overpayment of 2016 Taxes to Taxes Receivable for 2017:

<u>Block/ Lot</u>	<u>Name</u>	<u>Property Location</u>	<u>Amount</u>
511/5.20	Herrera, Karen	29 Sawyer Court	\$104.22

**Resolution 17-173**

**A RESOLUTION AUTHORIZING INCLUSION IN THE  
BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM**

**WHEREAS**, certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

**WHEREAS**, the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and

**WHEREAS**, by June 12, 2017, each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and

**WHEREAS**, it is in the best interest of the Municipality of Allendale and its residents to participate in said Programs.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Municipality of Allendale hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program, the HOME Investment Partnership Program, and the Emergency Solutions Grant Program for the Program Years 2018, 2019, 2020 (July 1, 2018 – June 30, 2021); and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Bergen County Division of Community Development no later than June 12, 2017.

**Resolution 17-174**

**A RESOLUTION AUTHORIZING EXECUTION OF AN AGREEMENT WITH THE COUNTY OF BERGEN TO SUPERSEDE THE COOPERATIVE AGREEMENT DATED JULY 1, 2000 AND AMENDMENTS THERETO ESTABLISHING THE BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM**

**WHEREAS**, certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

**WHEREAS**, it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and

**WHEREAS**, an Agreement has been proposed under which the Municipality of Allendale and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40:8A-1 et seq.; and

**WHEREAS**, it is in the best interest of the Municipality of Allendale to enter into such an Agreement.

**NOW, THEREFORE, BE IT RESOLVED** by the Municipality of Allendale that the Agreement entitled “Three Year Cooperative Agreement” (an Agreement superseding the Cooperative Agreement dated July 1, 2000 – June 30, 2003) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program, the Home Investment Partnership Program, and the Emergency Solutions Grant Program for the Program Years 2018, 2019, and 2020 (July 1, 2018 – June 30, 2021) be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and

**BE IT FURTHER RESOLVED**, that this resolution shall take effect immediately in accordance with law.

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

**Resolution 17-175**

Amended 2017 Fees for Crestwood Lake

**Whereas**, pursuant to Chapter 203, Section 20A of the Code of the Borough of Allendale, fees for the use of recreational facilities are to be established annually by resolution of the governing body.

**Whereas**, there is a need to amend the fees for employees of the Allendale Elementary School District and Northern Highlands School approved via Resolution #17-128.

**Now, Therefore, Be It Resolved**, that employees of the Allendale Elementary School District and Northern Highlands High School, who are residents of the Borough of Allendale, shall be charged 25% off of the Resident Rates captioned below:

**Resident Rates: Early Registration. On or Before 5/22/17**

	Resident Rates before May 22	Resident Rates after May 22
1 <sup>st</sup> Family Member	200	215
2 <sup>nd</sup> Family Member	130	145
Additional Family member	60	65
Extra Adult	175	175
Senior Rate	65	70

**Resolution 17-176**

Salary Resolution

**Whereas**, Margaret Mulder was appointed as a Lifeguard for the Crestwood Lake Swim Club 2017 Season via Resolution #17-147; and

**Whereas**, Margaret Mulder obtained her Water Safety Instructor certification which entitles her to additional compensation.

**Now, Therefore, Be It Resolved** by the Governing Body of the Borough of Allendale that Margaret Mulder be granted an increase in pay to \$10.25 per hour effective May 18, 2017.

**Resolution 17-177**

**Approval of Tax Appeal Settlement – Allendale Nursing Home, Inc.**

**WHEREAS**, the tax payers, Allendale Nursing Home, Inc. appealed the assessment levied on the commercial property they owned for the tax years 2012, 2013, 2014, 2015, 2016 & 2017; and

**WHEREAS**, the subject property is located at 85 Harreton Road (Block 601, Lot 7); and

**WHEREAS**, the Plaintiff was represented by counsel in this matter; and

**WHEREAS**, the assessor and appraiser reviewed the documents submitted by Plaintiff and other data on this property and determined that an adjustment for 2017 *only* was warranted; and

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

**WHEREAS**, the parties have agreed to compromise the appeal on the following terms: the appeals for the 2012 through the 2016 tax years have been withdrawn; for 2017 assessment shall be reduced from \$21,195,400 to 20,160,000; and

**WHEREAS**, there are sufficient funds available in the reserve for tax appeals account to satisfy the tax refund; and

**WHEREAS**, the assessor is of the opinion that the valuation of the subject property is consistent with true value of the property.

**NOW THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that:

The proposed settlement for the tax appeal encaptioned Allendale Nursing Home, Inc. v. Borough of Allendale as hereinbefore set forth is approved and the Borough Tax Attorney or a member of his firm is authorized to execute all documents necessary to effectuate its terms.

**Resolutions**

**17-178/Approve “Corrective Action Plan” – Fiscal Year 2016 Audit Report**

Motion by Councilwoman Homan, second by Councilman Sasso, that Resolution #17-178 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:	absent	Councilwoman Wilczynski:	absent

**Resolution 17-178**

Approval of Corrective Action Plan

**Whereas**, the Division of Local Government Services requires the Chief Financial Officer to file a “Corrective Action Plan” outlining the actions to be taken relative to the findings and recommendations in the annual audit report; and

**Whereas**, the “Corrective Action Plan” shall be prepared by the Chief Financial Officer with the assistance of the departments affected by the audit finding and recommendations, and

**Whereas**, the Governing Body is required by resolution, to approve said “Corrective Action Plan” and shall be placed on file and made available for public inspection in the Office of the Municipal Clerk,

**Now, Therefore, Be It Resolved** that the Governing Body of the Borough of Allendale hereby approves the “Corrective Action Plan” for the fiscal year 2016 Audit Report submitted by the Chief Financial Officer.

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

**17-179/Approve Rugby Event – Upper Field at Crestwood Park – May 29, 2017**

Motion by Councilwoman Homan, second by Councilman Strauch, that Resolution #17-179 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:	absent	Councilwoman Wilczynski:	absent

**Resolution 17-179**

Approval of Rugby Event

**Now, Therefore, Be It Resolved** that the Mayor and Council of the Borough of Allendale does hereby grant permission to the Allendale Recreation Commission to conduct a Rugby Game on Monday, May 29, 2017 at 1:00 p.m. at the Upper Field at Crestwood Park.

***Unfinished Business:***

There was no unfinished business.

***New Business:***

There was no new business.

***Council Committee Reports and Comments***

**Councilman Strauch – Public Works**

Councilman Strauch advised that the Tennis Court Rehabilitation project is complete. The Red Barn bathrooms are currently being renovated and the roofs on the various buildings at Crestwood Lake are currently being replaced. He noted that Mr. Kistner and his team are doing a nice job.

Goose Patrol had 46 families register 62 dogs as members. He commented that they are doing a good job of keeping the fields clean. He will be reaching out to Guardian Angel Church to see whether they would like Goose Patrol to patrol their field. New vests will be issued next month.

The next Public Works Committee meeting is scheduled on June 7<sup>th</sup> with the Engineering meeting to follow.

**Councilwoman Homan – Public Safety**

Councilwoman Homan reported that she had a meeting with the Police Department to discuss a long-term plan for IT needs within the department. The Public Safety Committee meeting was held and CERT was in attendance. All volunteer groups will be present and involved in the Boy Scouts Centennial Celebration. There was also a meeting to plan for the 4<sup>th</sup> of July celebration. Councilwoman Homan commented that this event is a success due to both the Allendale employees as well as the volunteer groups. A suspect was arrested in connection with the recent break-ins.

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

Councilwoman Homan recognized the Allendale Police Department for their efforts, noting that they coordinated with surrounding towns to make this arrest. A public safety day was held this past Saturday and the Volunteer Ambulance Corps, CERT and the Fire Department participated. The next Public Safety Committee meeting is scheduled on June 16<sup>th</sup>.

**Councilman Sasso** – Land Use and Construction Code

Councilman Sasso announced that the next Land Use and Construction Code Committee meeting is scheduled on June 2<sup>nd</sup>.

**Councilman Bernstein** – Administration, Finance, and Human Resources

Councilman Bernstein advised that the Administration, Finance and Human Resources Committee met on May 16<sup>th</sup>. He explained that the committee has been discussing for over a year the prospect of posting agenda materials prior to council meetings which would include resolutions and ordinances. He explained that the goal is to be as transparent as possible while balancing the fact that the agenda materials are subject to change. He noted that all documents that are posted will be in draft form. Upon the introduction of an ordinance, a clear and concise statement will be posted that provides the purpose of the ordinance in order to give the public an understanding of the ordinance. Upon adoption, a full copy of the ordinance will be posted. The committee has discussed posting these materials the day prior to the meeting around 3 p.m. Although no final decision has been made, Councilman Bernstein remarked that the committee wanted to make the governing body aware that this idea is being contemplated.

The next Administration, Finance and Human Resources Committee meeting is scheduled on Tuesday, July 11<sup>th</sup>.

***Mayor's Report:***

On behalf of Mayor White, Councilman Bernstein reported that Chief Scherb's father passed away. Services were held earlier today. He had been a former Fire Chief and was a life member of the Fire Department. He also served as the Allendale Postmaster. On behalf of the governing body, Councilman Bernstein expressed condolences to Chief Scherb and his family.

The Memorial Day parade, sponsored by VFW Post 10181, is scheduled for Monday morning at 9:30 a.m. Those marching should line up on Talman Place at 9 a.m. A ceremony will be held immediately following the parade at Memorial Park. Although the parade will be held rain or shine, services will be held at Brookside School if there is inclement weather. Festivities will be held at the firehouse following the services and the rugby match will be held at 1 p.m.

***Staff Reports:***

Ray Wiss, Municipal Attorney, reported that the attorneys for both sides in the Northern Highlands litigation matter have filed a Stipulation of Dismissal in connection with the appellate proceeding. He noted that by doing so, it will result in the full and final conclusion of the litigation matter. With respect to the acquisition of 220 and 230 West Crescent Avenue, he advised that the lease agreements with the two existing tenants were finalized, noting that the revenue being generated at those sites will help to defray the acquisition costs. In terms of the COAH litigation, he advised that they participated in a court-ordered mediation with the court master and a representative from the Fair Share Housing Center. There was an exchange of proposals and ideas. A follow-up telephone

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
May 25, 2017

conference is scheduled tomorrow. The case management conference originally scheduled for yesterday was postponed until August 3<sup>rd</sup> and the Borough's immunity period has been extended until August 31<sup>st</sup>.

Anne Dodd, Municipal Clerk, advised that her office is busy preparing for the Primary Election which will be held on Tuesday, June 6<sup>th</sup>. Postcards were sent to all of the affected voters in Districts 2 and 4 to notify them of the change in polling places to the Council Chambers and Quilt Room. A SwiftReach notification will also be sent to the affected voters the night before the election. Her office will be open until 8 p.m. on June 1<sup>st</sup> for Crestwood Lake photos.

Ron Kistner, Administrative Officer/Director of Operations, reported that the DPW is getting ready for the Memorial Day parade. Flags have been placed in the downtown area and weeds have been sprayed and mulch put down in the tree beds. The landscaper will be coming on Sunday to take care of the firehouse, parade route, and Memorial Park.

Alissa Mayer, CFO, advised that the Finance Department is moving ahead with a program that will allow residents to look at their taxes and make tax payments online. They are hoping to implement this program by the August 1<sup>st</sup> tax due date. She explained that taxpayers can pay by a Visa debit card with a fee of \$3.95, a ACH debit with a fee of \$1.05, or by credit card with a fee of 2.95% of the amount paid.

Councilwoman Homan inquired whether the Borough will be moving towards allowing online payments for more Borough services such as for compost permits.

CFO Mayer responded that this option is being looked at through the new software program that has been installed.

Councilman Bernstein added that the governing body is continually looking at ways to make processes easier for the residents.

CFO Mayer advised that the estimated tax bills should be going out by the end of June, noting that the estimated rate is lower than anticipated but the actual amount could differ as they are awaiting the rate from the County.

***Public Comment on any issue:***

No one came forward.

***Adjournment:***

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilwoman Homan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:24 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk