

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
October 11 2018

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Liz Homan, Edward O'Connell, Steve Sasso, Jim Strauch and Amy Wilczynski

ABSENT: None

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 October 11, 2018. The meeting was called to order at 8:00 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 Councilwoman Wilczynski, second by Councilman Sasso, that the Minutes of September 27, 2018 Work Session and September 27, 2018 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:	abstain
Councilman O'Connell:	aye	Councilwoman Wilczynski:	aye

***Public Comment***

No one came forward.

***Public Hearings for Advertised Ordinances:***

**Ordinances 18-21**

The Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on September 27, 2018 and posted on the bulletin board of the lobby of the municipal building.

ORDINANCE 18-21 – 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 2018.

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Public Comments on Ordinance 18-21

No one came forward.

Motion by Councilman Sasso, second by Councilwoman Homan, that Ordinance 18-21 be passed on second and final reading and is hereby adopted and notice of same shall be published according to law.

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

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O'Connell:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 18-21, attached and made a part hereof.)

***Introduction of Ordinances:***

**Ordinances 18-22**

Motion by Councilwoman Wilczynski that the following ordinance be introduced and passed on first reading and setting October 25, 2018 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 Councilman Bernstein.

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

ORDINANCE 18-22 – AN ORDINANCE OF THE BOROUGH OF ALLENDALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY AMENDING CHAPTER 81 "AFFORDABLE HOUSING" TO THE CODE OF THE BOROUGH OF ALLENDALE

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

Councilman Bernstein:	aye	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O'Connell:	aye	Councilwoman Wilczynski:	aye

***Consent Agenda***

- A. **18-234/**Approval of Bill List
- B. **18-235/**Express Intent to Provide Funds Necessary to Satisfy Affordable Housing Obligations
- C. **18-236/** Appoint Administrative Agent – Administration of Borough's Affordable Housing Program
- D. **18-237/**Authorize Contract – Administrative Agent for Administration for Affordable Units
- E. **18-238/**Approve Amended Affirmative Marketing Plan – Borough's 2018 Housing Element & Fair Share Plan
- F. **18-239/**Authorize Change Order No. 1 – NJDOT 2016 Municipal Aid Program – Donnybrook Drive Resurfacing Phase I

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- G. **18-240**/Authorize Reduction of 2018 Tax Levy – State Tax Court Judgment – Block 701 Lot 23
- H. **18-241**/Authorize Award of Contract through Bergen County Cooperative Contract Purchasing System – Supplying of Rock Salt

Motion by Councilman O’Connell, second by Councilman Sasso, 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
Councilman O’Connell:	aye	Councilwoman Wilczynski:	aye

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

**Resolution 18-234**

**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 October 11, 2018 in the amounts of:

Current Fund	\$903,945.15
Payroll Account	\$165,916.21
General Capital	\$1,363,850.00
Animal Fund	\$0.00
Grant Fund	\$982.50
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$5,221.97
Water Operating	\$0.00
Water Capital	\$22,900.00
<b>Total</b>	<b>\$2,462,815.83</b>

**Resolution 18-235**

**A RESOLUTION OF THE COUNCIL OF THE BOROUGH OF ALLENDALE  
EXPRESSING ITS INTENT TO PROVIDE THE FUNDS NECESSARY TO  
SATISFY THE BOROUGH’S AFFORDABLE HOUSING OBLIGATIONS**

**WHEREAS**, the Joint Land Use Board of the Borough of Allendale, Bergen County, State of New Jersey (“JLUB”) adopted a Third Round Housing Element and Fair Share Plan on June 20, 2018 pursuant to N.J.S.A. 40:55D- 28, and N.J.A.C. 5:93, and the Court approved Settlement Agreement between the Borough and Fair Share Housing Center that established the Borough’s fair share

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obligation, granted a vacant land adjustment of the Borough's Third Round obligation, and outlined the Borough's compliance mechanisms; and

**WHEREAS**, the Borough Council endorsed the Plan on June 28, 2018 at a properly-noticed public meeting; and

**WHEREAS**, the Borough's Housing Element and Fair Share Plan includes a number of compliance mechanisms, such as a Rehabilitation Program to be administered by the County of Bergen, four (4) municipally sponsored age-restricted rental units at 220 West Crescent Avenue, and a five (5) bedroom group home for adults with developmental disabilities operated by Eastern Christian Children's Retreat;

**WHEREAS**, pursuant to the State's affordable housing regulations and policies, and the conditions of the Court-approved FSHC Settlement Agreement, in order to assure the creditworthiness of the various compliance techniques included in its Housing Element and Fair Share Plan, the Borough must demonstrate adequate and stable funding sources; and

**WHEREAS**, since the Borough is committed to securing judicial approval of its Affordable Housing Plan, in order to provide an adequate and stable funding source for the components of the Borough's Housing Element and Fair Share Plan, the Borough shall rely on the funds in its Affordable Housing Trust Fund, established by its Development Fee Ordinance; and

**WHEREAS**, if -- after exhausting every potential funding source and every valid compliance technique -- the Borough still cannot secure sufficient financing to completely satisfy its affordable housing obligations without being forced to raise or expend municipal revenues in order to provide low- and moderate-income housing, the Borough will cover such costs through bonding and/or other legal means; and

**WHEREAS**, the Court has indicated its intent to review the Borough's Housing Element and Fair Share Plan, and the Borough wishes to leave no question as to the Borough's intent to cover the cost of implementing its Housing Element and Fair Share Plan or any modification thereof that may be necessary as a result of the Court's review.

**NOW, THEREFORE, BE IT RESOLVED** by Council of the Borough of Allendale, County of Bergen, State of New Jersey, as follows:

1. In order to provide adequate and stable funding for the County's HIP housing rehabilitation program, the four (4) affordable age-restricted rental units, and the five (5) bedroom group home in its Housing Element and Fair Share Plan, and in order to maintain the timetables set forth in the Settlement Agreement between the Borough and Fair Share Housing Center, Allendale Borough shall make a *bona fide*, diligent, and good faith effort to exhaust the potential funding sources included in "A Guide to Affordable Housing Funding Sources" ("Funding Guide"), dated October 28, 2008, and currently posted on COAH's official website.
2. The Borough shall also maximize use of the funds from its Development Fee Ordinance to facilitate the economic feasibility of the Borough's Housing Element and Fair Share Plan; and
3. If, after exhausting every potential funding source in the Funding Guide and its Development Fee Trust Fund, the Borough still cannot secure sufficient financing to completely satisfy its affordable housing obligations within the timeframe agreed upon between the Borough and

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Fair Share Housing Center and approved by the Court, the Borough will fully fund, by way of municipal bonding, any gaps in financing to assure the economic feasibility of the compliance techniques listed above included in the Borough's 2018 Third Round Housing Element and Fair Share Plan.

4. The Borough reserves the right to recoup any subsidy provided through future collections of development fees as such funds become available.

**Resolution 18-236**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE, BERGEN COUNTY, APPOINTING AN ADMINISTRATIVE AGENT FOR THE ADMINISTRATION OF THE BOROUGH'S AFFORDABLE HOUSING PROGRAM**

**WHEREAS**, in an order dated January 10, 2018 the Superior Court approved the Settlement Agreement ("Agreement") between the Borough of Allendale ("Borough") and Fair Share Housing Center ("FSHC"), which included the Borough's preliminary compliance measures; and

**WHEREAS**, on June 20, 2018 the Joint Land Use Board of the Borough of Allendale ("Joint Land Use Board") adopted the Borough's 2018 Third Round Housing Element and Fair Share Plan ("Plan"); and

**WHEREAS**, the Borough Council endorsed the Plan on June 28, 2018 at a properly-noticed public meeting; and

**WHEREAS**, under authorization of the New Jersey Fair Housing Act (N.J.S.A. 52:27D-301, *et seq.*, hereinafter the "Act") the Borough is implementing a program to provide affordable housing units to very-low, low- and moderate-income households desiring to live within the Borough; and

**WHEREAS**, at Title 5, Chapter 80, Subchapter 26 of the New Jersey Administrative Code, the State has promulgated affordability controls in regulations designed to implement the Act, by assuring that low- and moderate-income units that are created under the Act are occupied by low- and moderate-income households for an appropriate period of time (the "Rules"); and

**WHEREAS**, Section 5:80-26.14 of the Rules provides that affordability controls shall be administered by an administrative agent acting on behalf of a municipality; and

**WHEREAS**, the UHAC requirement at N.J.A.C. 5:80-26.3(d) requiring 10% of all low- and moderate-income units to be set-aside for households earning less than 35% of regional median income is superseded by the statutory requirement at N.J.S.A. 52:27D-329.1, and as reflected in paragraphs 9 and 12 of the Settlement Agreement executed on September 15, 2017 between the Borough and FSHC, which requires the Borough to set aside at least 13% of its affordable units for very-low income households earning less than 30% of regional median income; and

**WHEREAS**, the Borough has selected Madeline Corporation (hereinafter referred to as "Administrative Agent") to be the Administrative Agent for the purposes of providing affordability control services four (4) affordable age-restricted rental units at 220 West Crescent Avenue and any affordable units created through inclusionary development requirements established in the Borough Code; and

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**WHEREAS**, the Administrative Agent shall perform the duties and responsibilities of an administrative agent as are set forth in the Rules, including those set forth in Sections 5:80-26.14, 16 and 18 thereof, which includes:

- (1) Affirmative Marketing
  - (a) Conducting an outreach process to insure affirmative marketing of affordable housing units in accordance with the Affirmative Marketing Plan of Allendale Borough and the provisions of N.J.A.C. 5:80-26.15;
  - (b) Attending continuing education opportunities on affordability controls, compliance monitoring, and affirmative marketing as offered or approved by COAH, the Court, or another appropriate jurisdiction; and
  - (c) Providing counseling or contracting to provide counseling services to low and moderate income applicants on subjects such as budgeting, credit issues, rental lease requirements, and landlord/tenant law.
  - (d) As required by the September 15, 2017 Settlement Agreement between the Borough and Fair Share Housing Center, and as further provided in the Affirmative Marketing Plan approved by the Mayor and Council on October 11, 2018, the Administrative Agent shall reach out to Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, Bergen County Branch of the NAACP, the Bergen County Urban League, the Bergen County Housing Coalition, and the Bergen County United Way as part of its affirmative marketing strategy.
  
- (2) Household Certification
  - (a) Soliciting, scheduling, conducting and following up on interviews with interested households;
  - (b) Conducting interviews and obtaining sufficient documentation of gross income and assets upon which to base a determination of income eligibility for a low- or moderate-income unit;
  - (c) Providing written notification to each applicant as to the determination of eligibility or non-eligibility;
  - (d) Requiring that all certified applicants for restricted units execute a certificate substantially in the form of rental certificates set forth in Appendix K of N.J.A.C. 5:80-26.1 et. seq.;
  - (e) Creating and maintaining a referral list of eligible applicant households living in the housing region and eligible applicant households with members working in the housing region where the units are located; and
  - (f) Employing a random selection process as provided in the Affirmative Marketing Plan of Allendale Borough when referring households for certification to affordable units.
  
- (3) Affordability Controls
  - (a) Furnishing to attorneys or closing-agents forms of deed restrictions and mortgages for recording at the time of conveyance of title of each restricted unit;
  - (b) Creating and maintaining a file on each restricted unit for its control period, including the recorded deed with restrictions, recorded mortgage and note, as appropriate;
  - (c) Ensuring that the removal of the deed restrictions and cancellation of the mortgage note are effectuated and properly filed with the appropriate county's register of deeds or county clerk's office after the termination of the affordability controls for each restricted unit;
  - (d) Communicating with lenders regarding foreclosures; and

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- (e) Ensuring the issuance of Continuing Certificates of Occupancy or certifications pursuant to N.J.A.C. 5:80-26.10.
- (4) Rental
  - (a) Instituting and maintaining an effective means of communicating information between owners and the Administrative Agent regarding the availability of restricted units for rental; and
  - (b) Instituting and maintaining an effective means of communicating information to low- and moderate-income households regarding the availability of restricted units for rental.
- (6) Enforcement
  - (a) Securing from all developers and sponsors of restricted units, at the earliest point of contact in the processing of the project or development, written acknowledgement of the requirement that no restricted unit can be offered, or in any other way committed, to any person, other than a household duly certified to the unit by the Administrative Agent;
  - (b) The posting annually in all rental properties, including two-family homes, of a notice as to the maximum permitted rent together with the telephone number of the Administrative Agent where complaints of excess rent can be made;
  - (c) Sending annual mailings to all owners of affordable dwelling units, reminding them of the notices and requirements outlined in N.J.A.C. 5:80-26.18(d)4;
  - (d) Establishing a program for diverting unlawful rent payments to the Borough's affordable housing trust fund or other appropriate municipal fund approved by the Court;
  - (f) Creating and publishing a written operating manual, as approved by the Courts, setting forth procedures for administering such affordability controls; and
  - (g) Providing annual reports to the Court and Fair Share Housing Center, and posting the annual report on the Borough's website by September 15th of every year.
- (7) Records received, retained, retrieved, or transmitted under the terms of this contract may constitute public records of Allendale Borough as defined by N.J.S.A. 47:3-16, and are legal property of Allendale Borough. The Administrative Agent named in this contract must agree to administer and dispose of such records in compliance with the State's public records laws and associated administrative rules.
- (8) The Administrative Agent shall have authority to take all actions necessary and appropriate to carry out its responsibilities hereunder.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Allendale in the County of Bergen, and the State of New Jersey that Madeline Corporation is hereby appointed by the Borough Council of the Borough of Allendale as the Administrative Agent for the administration of the Borough's affordable housing program.

**Resolution 18-237**

**RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE, BERGEN COUNTY, AUTHORIZING ENTERING INTO A CONTRACT WITH AN ADMINISTRATIVE AGENT FOR THE ADMINISTRATION OF AFFORDABLE UNITS**

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**WHEREAS**, in an order dated January 10, 2018, the Superior Court approved the Settlement Agreement (“Agreement”) between the Borough of Allendale (“Borough”) and Fair Share Housing Center (“FSHC”), which included the Borough’s preliminary compliance measures; and

**WHEREAS**, on June 20, 2018 the Joint Land Use Board of the Borough of Allendale adopted the Borough’s 2018 Third Round Housing Element and Fair Share Plan (“Plan”); and

**WHEREAS**, the Borough Council endorsed the Plan on June 28, 2018 at a properly-noticed public meeting; and

**WHEREAS**, the Mayor and Council of the Borough of Allendale wish to enter into a contract with Madeline Corporation for the purpose of administering and enforcing the affordability controls and the Affirmative Marketing Plan of the Borough of Allendale, in accordance with the regulations of the Council on Affordable Housing pursuant to N.J.A.C. 5:93 et seq., the New Jersey Uniform Housing Affordability Controls pursuant to N.J.A.C. 5:80-26.1 et seq., and the Borough’s responsibilities as established by the Settlement Agreement executed on September 15, 2017; and

**WHEREAS**, the UHAC requirement at N.J.A.C. 5:80-26.3(d) requiring 10% of all low- and moderate-income units to be set-aside for households earning less than 35% of regional median income is superseded by the statutory requirement at N.J.S.A. 52:27D-329.1, and as reflected in paragraphs 9 and 12 of the Settlement Agreement executed on September 15, 2017 between the Borough and FSHC, which requires the Borough to set aside at least 13% of its affordable units for very-low income households earning less than 30% of regional median income; and

**WHEREAS**, the contract designates Madeline Corporation as the Administrative Agent for four (4) affordable age-restricted rental units at 220 West Crescent Avenue and any affordable units created through inclusionary development requirements established in the Borough Code.

**NOW THEREFORE BE IT RESOLVED**, that subject to the Court’s approval of this contract, the Mayor and Borough Clerk are hereby authorized to sign this contract; and

**BE IT FURTHER RESOLVED**, the Borough of Allendale hereby designates the Municipal Housing Liaison as the liaison to Madeline Corporation; and

**BE IT FURTHER RESOLVED**, this contract is hereby attached to the original of this resolution.

**Resolution 18-238**

**A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE APPROVING  
THE AMENDED AFFIRMATIVE MARKETING PLAN OF THE BOROUGH’S 2018 HOUSING  
ELEMENT AND FAIR SHARE PLAN**

**WHEREAS**, on January 10, 2018, the Honorable Menelaos W. Toskos, J.S.C., issued a Court Order approving a Settlement Agreement (“Agreement”) between the Borough and Fair Share Housing Center (“FSHC”) that established the Borough’s fair share obligation, granted a vacant land adjustment of the Borough’s Third Round obligation, and preliminarily approved the Borough’s compliance mechanisms; and

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WHEREAS, on June 20, 2018 the Joint Land Use Board of the Borough of Allendale (“JLUB”) adopted the Borough’s 2018 Third Round Housing Element and Fair Share Plan (“Plan”), addressing the Borough’s prior round obligation, third round obligation, and rehabilitation share as established in the Agreement; and

WHEREAS, the Borough Council endorsed the Plan on June 28, 2018 at a properly-noticed public meeting; and

**WHEREAS**, the adopted and endorsed Plan includes an Affirmative Marketing Plan component, as required by the Council on Affordable Housing’s (“COAH”) rules at N.J.A.C. 5:93-11, which is designed to attract households of all majority and minority groups, regardless of race, creed, color, national origin, ancestry, marital or familial status, gender, affectional or sexual orientation, disability, age or number of children to the affordable units located in the Borough; and

**WHEREAS**, the Affirmative Marketing Plan was prepared in accordance with COAH’s rules, the Uniform Housing Affordability Controls at N.J.A.C. 5:80-26, and the Court-approved Settlement Agreement, including the addition of the following community and regional organizations that shall be directly noticed of all available affordable housing units in the Borough: Fair Share Housing Center, the New Jersey State Conference of the NAACP, the Latino Action Network, Bergen County Branch of the NAACP, Bergen County Urban League, and Bergen County Housing Coalition.

**NOW THEREFORE, BE IT RESOLVED** the Borough Council of the Borough of Allendale, Bergen County, State of New Jersey, hereby approves the Affirmative Marketing Plan component of the Housing Element and Fair Share Plan.

**Resolution 18-239**

Change Order Number One – 2016 Municipal Aid Program  
Donnybrook Drive Resurfacing (Phase I)

**Whereas**, the Borough Engineer has requested that certain changes are needed in the Donnybrook Drive Resurfacing (Phase I) contract; and

**Whereas**, a net increase of \$22,647.33 will result from the actual quantities of work measured and performed; and

**Whereas**, the CFO has certified that sufficient funds are available.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Change Order Number One resulting in a increase of \$22,647.33, a 0.16% increase in the original contracted amount, be approved for the Donnybrook Drive Resurfacing (Phase I), resulting in a new contract amount of \$166,337.05.

**Be It Further Resolved** that Change Order Number One in the increased amount of \$22,647.33 be approved for performance by American Asphalt & Milling Service, 96 Midland Avenue, Kearny, NJ 07032.

**State Board Judgment**

BE IT RESOLVED, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to reduce the 2018 tax levy due to a State Tax Court Judgment as follows:

701/23

Hoyt, Donald & Maria

\$2,747.21

**Resolution 18-241**

**AUTHORIZING THE AWARD OF A CONTRACT FOR THE SUPPLYING  
OF ROCK SALT TO THE BOROUGH OF ALLENDALE**

**WHEREAS**, The Borough of Allendale is hereby joined with the County of Bergen under the Cooperative Pricing System; and

**WHEREAS**, under the Bergen County Cooperative Pricing Agreement and Bergen County Bid Number 18-52 for the purchase of rock salt according to the provisions of law and N.J.A.C. 5:30-17, Allendale wishes to purchase rock salt; and

**WHEREAS**, the County of Bergen received sealed bids, after due notice and advertisement, for the supplying of rock salt for the County of Bergen and all participating municipal units; and

**WHEREAS**, Cargill, Inc. – Deicing Technology Business was one of the lowest qualified bidders for the supplying of rock salt for the County of Bergen and all participating local units, complying with all bid specifications and bid requirements; and

**WHEREAS**, the specifications and bids were for unit prices only with estimated quantities, thereby constituting an open contract, which does not obligate the Borough of Allendale to make any purchase thereby requiring certifications of availability of funds at this time.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Allendale, in the County of Bergen as follows:

1. That the contract for the supplying of rock salt for the Borough of Allendale as one of the participating units be and hereby is awarded to Cargill, Inc. – Deicing Technology Business as with and pursuant to the bid proposal submitted by said company and the Specifications promulgated by the County.

2. That before any purchase be made pursuant to the within award a Certification must be obtained from the Chief Financial Officer of the Borough of Allendale certifying that sufficient funds are available at that time for that particular purchase and identifying the line item of the Borough Budget out of which said funds will be paid.

3. The Mayor and the Borough Attorney of the Borough of Allendale are hereby authorized to execute contracts for the aforementioned purpose on behalf of the Borough.

4. The specifications for this matter are hereby approved by the Borough.

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***Unfinished Business:***

There was no unfinished business.

***New Business:***

There was no unfinished business.

***Council Committee Reports and Comments***

This agenda item was addressed during the Work Session.

***Mayor's Report:***

Mayor White thanked Ron Kistner, Administrative Officer/Director of Operations, Tyler Yaccarino, Administrative Assistant, Dan Richards, Crew Chief, Rich McDowell, DPW Laborer, and Michelle Ryan, Deputy Clerk, for their assistance on Allendale Festival Day. She advised that compost bags were distributed to residents who attended this event and leftover bags were brought to the Recycling Center.

The newsletter has been mailed and is available on the website. It is currently being formatted to send to residents via SwiftReach.

Mayor White advised that the Borough has held late nights for residents in the past. She noted that, in doing so, employees must be paid overtime, and although it has been well publicized, not many residents have come to Borough Hall during these times. Councilman Bernstein added that the safety of the Borough employee is also a concern.

Mayor White expressed condolences to Alissa Mayer and her family on the loss of her father who passed away at the age of ninety-nine.

***Staff Reports:***

Ray Wiss, Municipal Attorney, advised that he has been working with Ron Kistner on personnel matters. He stated that he has submitted the ordinances that were adopted with respect to affordable housing to the court and Fair Share Housing Center ahead of the October 1<sup>st</sup> deadline. He advised that he has also been working with the governing body with respect to the Solicitation of Interest in determining how to move forward in the best interest of the Borough.

Anne Dodd, Municipal Clerk, advised that 17 OPRA requests have been received since the last meeting and 367 requests have been received to date this year. She announced that her office is currently open this evening and will also be open October 16<sup>th</sup> until 9 p.m. to issue compost permits. October 16<sup>th</sup> is also the deadline to register to vote for the General Election and her office will be accepting voter registrations until 9 p.m. The General Election is on November 6<sup>th</sup> and polls will be open from 6 a.m. to 8 p.m. For those who receive a Vote by Mail ballot, there will be an addendum to the ballot for the Bergen County Sheriff Election which may be cast and returned.

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Ron Kistner, Administrative Officer/Director of Operations, thanked Terry O'Connor Real Estate for the job that they did in cleaning up the Celery Farm.

**Public Comment on any issue:**

No one came forward.

**Closed Session:**

Mayor White read into the record Resolution 18-242.

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
  - 1. COAH Litigation Matter/Contract Negotiations

Minutes will be taken of the meeting and released to the public at the time that the matter is 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 Bernstein, seconded by Councilman Bernstein, and all present voting in favor, the meeting was adjourned to the Closed Executive Session in the Council Chambers at 8:12 p.m.

**Adjournment:**

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk