

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
November 19, 2018

PRESENT: Councilmembers Ari Bernstein, Liz Homan (via telephone), Jim Strauch and Amy Wilczynski

ABSENT: Mayor Elizabeth White and Councilmembers Edward O’Connell and Steve Sasso

ALSO PRESENT: Borough Attorney Raymond 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 November 19, 2018. The meeting was called to order at 8:01 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. Notice of this meeting by the November 15, 2018 Sunshine Notice was sent to the Record, the Ridgewood News, and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website.”

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

Approval of Minutes:

Motion by Councilman Strauch, second by Councilwoman Wilczynski, that the Minutes of October 25, 2018 Work Session and October 25, 2018 Regular Session are approved.

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

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O’Connell:	absent	Councilwoman Wilczynski:	aye

Public Comment

No one came forward.

Public Hearings for Advertised Ordinances:

Ordinance 18-22

Motion by Councilwoman Wilczynski, second by Councilman Strauch, to remove Ordinance 18-22 from the table.

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

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O’Connell:	absent	Councilwoman Wilczynski:	aye

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The Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on October 11, 2018 and posted on the bulletin board of the lobby of the municipal building.

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

Public Comments on Ordinance 18-22

No one came forward.

Motion by Councilwoman Wilczynski, second by Councilman Strauch, that Ordinance 18-22 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:	absent
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O'Connell:	absent	Councilwoman Wilczynski:	aye

(See Ordinance 18-22 attached and made a part hereof.)

Consent Agenda

As a Work Session was not held this evening due to lack of a quorum, Councilman Bernstein provided a brief summary of the resolutions listed on the Consent Agenda. He highlighted Resolution #18-250, noting that this resolution authorizes a contract with GovPilot which will automate many of the Borough's licenses and permits. He commented that one of the many benefits of doing so is to make the process of obtaining a license and/or permit more resident-friendly.

- A. **18-248**/Approval of Bill List
- B. **18-249**/Authorize Refund – Water Overpayment – Schuetz
- C. **18-250**/Award Contract – GovPilot Municipal Management Software
- D. **18-251**/Authorize Refund – Overpayment of 2018 Taxes – Block 1203 Lot 9.01
- E. **18-252**/Authorize Transfer of Overpayments of 2018 Taxes
- F. **18-253**/Authorize Cancellation of Taxes – 2018 Uncollectible Properties

Motion by Councilwoman Homan, second by Councilwoman Wilczynski, 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:	absent
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilman O'Connell:	absent	Councilwoman Wilczynski:	aye

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

Resolution 18-248

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 November 15, 2018 in the amounts of:

Current Fund	\$1,093,358.10
Payroll Account	\$234,242.99
General Capital	\$39,216.74
Animal Fund	\$4.80
Grant Fund	\$259.85
COAH/Housing Trust	\$3,114.17
Improvement & Beautification	\$0.00
Unemployment Fund	\$10,506.00
Trust Fund	\$2,407.70
Water Operating	\$0.00
Water Capital	\$5,644.75
Total	\$1,388,755.10

Resolution 18-249

Water Overpayment

BE IT RESOLVED by the Council of the Borough of Allendale that the Water Collector is hereby authorized to issue the following refund check for an overpayment on the account listed below and charge same to Water Rents for 2018:

Account Number	Name	Amount
3117268140325	Schuetz, Michael & Nancy	\$237

Resolution 18-250

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

WHEREAS, the Administrative Officer 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 Administrative Officer has recommended purchasing GovPilot 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

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WHEREAS, GovPilot Municipal Management Software, qualifies to be purchased using State Bid Contract #A89851, from SHI International Corp., Nick Grappone, Account Executive, 300 Davidson Drive, Somerset, NJ 08873, at a cost of \$32,500.00, a copy of the proposal being attached; and

WHEREAS, the Chief Financial Officer has advised that funding will be made 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 GovPilot Municipal Management Software System, under State Bid Contract #A89851 from Nick Grappone, Account Executive, SHI International Corp. in Somerset, NJ at a cost of \$32,500.00.

Resolution 18-251

OVERPAYMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following check on the property listed below and charge same to Overpayment of 2018 Taxes:

Block/ Lot	Name	Property Location	Amount
1203/9.01	Tiwary, Sanjay & Urvashi 119 Valley Road Allendale, NJ 07401	119 Valley Road	\$7,719.25

Resolution 18-252

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 2018 Taxes to Taxes Receivable for 2019:

<u>Block/ Lot</u>	<u>Name</u>	<u>Property Location</u>	<u>Amount</u>
605/15	DiMiceli, Anthony & Anna	47 Gloria Drive	\$4.51
2008/9.01	VanDerLeeuw, Kristiaan	130 Elmwood Ave	\$4.64
TOTAL			\$9.15

Resolution 18-253

UNCOLLECTIBLE PROPERTIES

BE IT RESOLVED, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to cancel the taxes owed on the following list of uncollectible properties for 2018. The properties are as follows:

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BLOCK / LOT	ADDRESS	AMOUNT
301 / 45	Rear Farley Place	\$202.14
2204 / 15	New Street	\$ 34.46

Unfinished Business:

This agenda item was carried to the November 29th meeting.

New Business:

This agenda item was carried to the November 29th meeting.

Council Committee Reports and Comments

This agenda item was carried to the November 29th meeting.

Staff Reports:

This agenda item was carried to the November 29th meeting.

Public Comment on any issue:

Thomas Brew, 18 Canaan Place, advised that he is working toward his Citizenship in the Community merit badge. He explained that he is two ranks away from becoming an Eagle Scout and detailed the process for attaining the rank of Eagle Scout. He advised that he is a sophomore at Don Bosco.

Councilman Bernstein stated that, on behalf of the Borough, he has presented certificates to those who have attained the rank of Eagle Scout and commented that he is in awe of the process.

Closed Session:

Councilman Bernstein announced that a Closed Session will not be held this evening.

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 8:11 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk