

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
JANUARY 17, 2019
8:00 P.M.

A Regular meeting of the Mayor and Council of the Borough of Allendale, will be held in the Municipal Building, 500 West Crescent Avenue, Allendale, NJ on January 17, 2019.

I. CALL TO ORDER

- A. Open Public Meetings Act Announcement
- B. Salute to Flag

II. ROLL CALL

III. APPROVAL OF MINUTES

December 27, 2018 Work Session
December 27, 2018 Regular Session
January 3, 2019 Reorganization Meeting

IV. PUBLIC COMMENT

Audience members wishing to speak will have a five (5) minute time limit to address the governing body on agenda items only. Large groups are asked to have a spokesperson represent them.

V. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

The following ordinances published herewith were first read by title only on January 3, 2019 and posted on the bulletin board of the lobby of the municipal building.

ORDINANCE 19-01 – 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 2019.

VI. INTRODUCTION OF ORDINANCES

Motion that the following ordinance be introduced and passed on first reading and setting January 31, 2019 at 8:00 p.m. or as soon thereafter 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.

ORDINANCE 19-02 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 100-3, BUILDING CONSTRUCTION FEES

VII. CONSENT AGENDA

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

- A. **19-63**/Approval of Bill List
- B. **19-64**/Approve Submission of Grant Application & Execution of Grant Agreement – NJDOT – Pearl Court Resurfacing Project
- C. **19-65**/Authorize Service Agreement – Bergen County Utilities Authority – Certified Recycling Professional Services
- D. **19-66**/Authorize Budget Transfers

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MAYOR AND COUNCIL
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8:00 P.M.

- E. **19-67**/Authorize Bergen County Trust Fund Project Contract – Band Shell/Crestwood Park Improvements
- F. **19-68**/Authorize Tax Appeal Settlement – Graf, Patricia R. v. Borough of Allendale
- G. **19-69**/Authorize Continued Participation – Sourcewell formerly National Joint Powers Alliance Cooperative Pricing System
- H. **19-70**/Authorize Agreement – West Bergen Mental HealthCare
- I. **19-71**/Award Contract – Purchase of Band Shell – ESCNJ Cooperative

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMITTEE REPORTS AND COMMENTS

XI. STAFF REPORTS

XII. PUBLIC COMMENTS

Audience members wishing to speak will have a five (5) minute time limit to address the governing body on any subject. Large groups are asked to have a spokesperson represent them.

XIII. ADJOURNMENT

****AGENDA & AGENDA MATERIALS SUBJECT TO CHANGE****

Bulletin Board
Borough Website

BOROUGH OF ALLENDALE

PUBLIC NOTICE

ORDINANCE 19-01 – 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 2019.

originally introduced on January 3, 2019, was reintroduced at a regular meeting of the Mayor and Council of the Borough of Allendale, in the County of Bergen, New Jersey, held on Thursday, January 17, 2019 and will be further considered for final passage after public hearing at a regular meeting of the Mayor and Council to be held in the Council Chambers, Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey on Thursday, January 31, 2019 at 8:00 P.M. prevailing time, or as soon thereafter as the matter can be heard.

A clear and concise statement of this ordinance is to establish the salary ranges of the Officers and Employees of the Borough of Allendale in Chapter 53 of the Borough Code for the year 2019 as set forth in the ordinance.

A copy of this ordinance may be obtained without cost between the hours of 9:00 a.m. and 4:30 p.m. at the Office of the Municipal Clerk, 500 West Crescent Avenue, Allendale, New Jersey.

Anne Dodd, RMC
Municipal Clerk

BOROUGH OF ALLENDALE

PUBLIC NOTICE

ORDINANCE 19-02 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 100-3, BUILDING CONSTRUCTION FEES

was introduced at a regular meeting of the Mayor and Council of the Borough of Allendale, in the County of Bergen, New Jersey, held on Thursday, January 17, 2019 and will be further considered for final passage after public hearing at a regular meeting of the Mayor and Council to be held in the Council Chambers, Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey on Thursday, January 31, 2019 at 8:00 P.M. prevailing time, or as soon thereafter as the matter can be heard.

A clear and concise statement of this ordinance is to amend §100-3 entitled “Fees” of the Building Construction Chapter of the Borough Code to add fees to §100-3(A)(3)(a) for chimney liner, oil tank, furnace, commercial A/C, and sump pump and §100-3(A)(12)(a) for residential A/C, commercial A/C, backflow preventer, and sump pump and to amend the fee and name for “LPG tank” in §100-3(A)(12)(a), as set forth in the ordinance.

A copy of this ordinance may be obtained without cost between the hours of 9:00 a.m. and 4:30 p.m. at the Office of the Municipal Clerk, 500 West Crescent Avenue, Allendale, New Jersey.

Anne Dodd, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-63

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

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 January 17, 2019 in the amounts of:

Current Fund	\$838,412.12
Payroll Account	\$0.00
General Capital	\$20,358.50
Animal Fund	\$547.00
Grant Fund	\$0.00
COAH/Housing Trust	\$4,304.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$4,120.49
Water Operating	\$0.00
Water Capital	\$0.00
Total	\$867,742.11

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-64

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

Approval to submit a grant application and execute a grant agreement with the New Jersey Department of Transportation for the Pearl Court Resurfacing project.

NOW, THEREFORE, BE IT RESOLVED that Council of the Borough of Allendale formally approves the grant application for the above stated project.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to submit an electronic grant application identified as LFIF-2019-Pearl Court Resurfacing-00058 to the New Jersey Department of Transportation on behalf of the Borough of Allendale.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Allendale and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

My signature and the Clerk's seal serve to acknowledge the above resolution and constitute acceptance of the terms and conditions of the grant agreement and approve the execution of the grant agreement as authorized by the resolution above.

ATTEST and AFFIX SEAL

Anne Dodd, RMC
Municipal Clerk

Ari Bernstein, Mayor

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-65

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Authorize Service Agreement with BCUA for CRP Services

WHEREAS, commencing in 2012, the Borough of Allendale is required by the New Jersey Recycling Enhancement Act, P.L. 2008, Chapter 6, to have a mandatory Annual Recycling Tonnage Report approved by a Certified Recycling Professional (“CRP”); and

WHEREAS, the annual Recycling Tonnage Report must be submitted to the New Jersey Department of Environmental Protection on or before April 30th of each year;

WHEREAS, pursuant to N.J.S.A. 40A:11-1, the Borough is authorized and permitted to enter into a Service Agreement with the Bergen County Utilities Authority for services without bidding pursuant to N.J.S.A. 40A:11-5(2); and

WHEREAS, the Borough of Allendale desires to enter into a Service Agreement for retaining and providing CRP services from the BCUA for signing of the Annual Recycling Tonnage Report; and

WHEREAS, the Director of Operations has reviewed the Service Agreement for a Certified Recycling Professional to prepare the Annual Recycling Tonnage Report between the Borough of Allendale and the Bergen County Utilities Authority attached hereto and incorporated herein by reference and approves of same; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Allendale, County of Bergen, and State of New Jersey that the Service Agreement for a Certified Recycling Professional to prepare the Annual Recycling Tonnage Report between the Borough of Allendale and the Bergen County Utilities Authority attached hereto and incorporated herein by reference be and is hereby approved; and

BE IT FURTHER RESOLVED, that the Director of Operations is hereby authorized and directed to execute the attached Service Agreement on behalf of the Borough; and

BE IT FURTHER RESOLVED, that the Director of Operations be and he is hereby authorized and directed to forward the attached Service Agreement to the

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-65

Bergen County Utilities Authority for signature.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

DRAFT



BERGEN COUNTY UTILITIES AUTHORITY

P.O. Box 9, Foot of Mehrhof Road, Little Ferry, New Jersey 07643

January 2, 2019

RECEIVED

JAN 03 2019

BOROUGH OF ALLENDALE
OFFICE OF THE BOROUGH CLERK

Borough Clerk
Borough of Allendale
500 West Crescent Ave.,
Allendale, New Jersey 07401

Dear Borough Clerk:

In 1980, the Bergen County Board of Chosen Freeholders designated the Bergen County Utilities Authority (BCUA) as the agency empowered to develop and implement the Bergen County District Solid Waste Management Plan. As part of its solid waste management responsibilities, the BCUA has developed and implemented numerous programs to assist Bergen County municipalities with the management of solid and hazardous waste. In 2012 the BCUA implemented the Certified Recycling Professional Tonnage Grant Assistance Program to ensure that all Bergen County municipalities receive their share of the New Jersey Department of Environmental Protection's tonnage grant. In 2019, the BCUA will continue this program.

As you may know, in accordance with the Recycling Enhancement Act (REA) P.L. 2008, Chapter 6, beginning 2012 each New Jersey municipality is required to submit an Annual Recycling Tonnage Report to the New Jersey Department of Environmental Protection (NJDEP) **signed by a Certified Recycling Professional (CRP) on or before April 30th of each year.** Failure to submit a Tonnage Report signed by a CRP will jeopardize your municipality's receipt of the annual recycling tonnage grant.

As part of the BCUA's Certified Recycling Professional Tonnage Grant Assistance Program, the BCUA will provide the services of a CRP to sign and submit the Annual Recycling Tonnage Report to the NJDEP at **no cost to your municipality.** If your municipality requires the services of a CRP and would like to participate in this program, please review and execute the attached Service Agreement and submit to the attention of Richard Wierer, Director of Solid Waste on or before March 1, 2019.

If you have any questions regarding the Service Agreement or the requirements of the Recycling Enhancement Act, please do not hesitate to contact Richard Wierer at 201-807-5818.

Very truly yours,

A handwritten signature in black ink that reads 'Robert Laux'.

Robert Laux
Executive Director

enclosure

cc: Borough Administrator (w/o enclosure)
Municipal Recycling Coordinator (w/o enclosure)

**SERVICE AGREEMENT FOR A CERTIFIED RECYCLING PROFESSIONAL (CRP)
TO PREPARE THE ANNUAL RECYCLING TONNAGE REPORT**

This Service Agreement, by and between **The Bergen County Utilities Authority**, a public body politic and corporate of the State of New Jersey, having its principal offices for the performance of essential governmental functions and services located at the Foot of Mehrhof Road, Little Ferry, New Jersey 07643 (hereinafter referred to as "Authority"), and the Borough of Allendale a Municipal Corporation of the State of New Jersey, having its principal offices for the performance of essential governmental functions and services located at 500 West Crescent Ave., Allendale, New Jersey, 07401 (hereinafter referred to as the "Municipality"), is dated this ____ day of _____, 201__.

WHEREAS, commencing in 2012, New Jersey municipalities are required by the New Jersey Recycling Enhancement Act ("REA") P.L. 2008, CHAPTER 6, to have the mandatory Annual Recycling Tonnage Reports approved and signed by a Certified Recycling Professional ("CRP"); and

WHEREAS, the Annual Recycling Tonnage Reports must be submitted via email to the New Jersey Department of Environmental Protection ("NJDEP") utilizing a spreadsheet provided by the NJDEP on or before April 30th of each year.

WHEREAS, Municipality, by ordinance, has duly enacted a recycling plan for all recyclable materials, as designated by the Bergen County Solid Waste Management Plan and amendments thereto; and

WHEREAS, the New Jersey Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes and permits contracting units, such as the Authority and the Municipality to enter into Service Agreements with municipalities for the services contemplated herein

without competitive bidding for same, pursuant to and in accordance with N.J.S.A. 40A:11-5(2); and

WHEREAS, the parties are desirous of entering into a Service Agreement for retaining and providing CRP services of the Authority for signing of said Annual Recycling Tonnage Report; and

NOW, THEREFORE, in consideration of the terms, conditions, mutual benefits and covenants hereinafter set forth, the Municipality and the Authority hereby agree as follows:

I. REPRESENTATIONS

1.01 Representations by the Authority.

The Authority hereby represents and warrants as follows:

A. The Authority is duly authorized under the Constitution and laws of the State to execute and deliver this Service Agreement, and the Authority has taken all actions required on its part to execute and deliver this Service Agreement and the performance of the Authority's obligations hereunder;

B. Upon its execution by the Authority, this Service Agreement shall be a valid and binding obligation of the Authority, enforceable in accordance with its terms;

C. The execution and delivery of this Service Agreement and the performance by the Authority of its obligations hereunder do not conflict with any applicable law, rule or regulation and will not constitute a breach of or default under any agreement, instrument or undertaking to which the Authority is a party or by which it is bound; and

D. No litigation or administrative action of any nature is now pending seeking to restrain or enjoin the execution and delivery of this Service Agreement by the Authority or the performance by the Authority of its obligations hereunder, or in any manner

questioning the proceedings or authority under which the same have been effected or the validity or enforceability of this Service Agreement; and no authority or proceeding for the transactions on the part of the Authority contemplated by this Service Agreement has been repealed, revoked or rescinded.

1.02 Representations by the Municipality.

The Municipality hereby represents and warrants as follows:

A. The Municipality is duly authorized under the Constitution and laws of the State to execute and deliver this Service Agreement, and the Municipality has taken all actions required on its part for the execution and delivery of this Service Agreement and the performance of the Municipality's obligations hereunder;

B. Upon its execution by the Municipality, this Service Agreement shall be a valid and binding obligation of the Municipality, enforceable in accordance with its terms;

C. The execution and delivery of this Service Agreement and the performance by the Municipality of its obligations hereunder do not conflict with any applicable law, rule or regulation and will not constitute a breach of or default under any agreement, instrument or undertaking to which the Municipality is a party or by which it is bound; and

D. No litigation or administrative action of any nature is now pending seeking to restrain or enjoin the execution and delivery of this Service Agreement by the Municipality or the performance by the Municipality of its obligations hereunder, or in any manner questioning the proceedings or authority under which the same have been effected or the validity or enforceability of this Service Agreement; and no authority or

proceeding for the transactions on the part of the Municipality contemplated by this Service Agreement has been repealed, revoked or rescinded.

II. OBLIGATIONS OF AUTHORITY

2.01. During the term of this Service Agreement, the Authority shall designate a CRP for the express and limited purpose of signing and submitting said Annual Recycling Tonnage Report to the NJDEP on or before April 30, 2019.;

III. OBLIGATIONS OF THE MUNICIPALITY

3.01 Municipality shall retain the services of the Authority for a CRP that will be responsible for signing and submitting of said Annual Recycling Tonnage Report to the NJDEP on or before April 30, 2019.

3.02 Municipality must complete said Annual Recycling Tonnage Report and submit same to the Authority on or before April 16, 2019.

3.03 It is understood that the sole and exclusive responsibility for the accuracy of all tonnage and materials reported lies with the municipality's designated preparer of the Annual Recycling Tonnage Report. The Municipality designates: _____ as the preparer of the report. The report's designated preparer shall be responsible should the NJDEP audit the report submittal.

3.04 It is the Municipality's responsibility to retain the appropriate documentation for five years before destroying said documentation in the event of a field review by the NJDEP.

3.05 If the NJDEP conducts a field review and recycling tonnage is denied by the NJDEP and the NJDEP requires the Municipality to repay all or a portion of the grant funds, it is the sole and exclusive responsibility of the Municipality to the repay the grant funds.

IV. TERM OF SERVICE AGREEMENT

4.01. The term of this Service Agreement shall be for a term of one (1) year, commencing March 1, 2019.

V. NOTICE

5.01. All notices, demands, requests and other communications hereunder shall be deemed sufficient and properly given if in writing and delivered in person to the following address or sent by certified or registered mail, postage pre-paid with receipt requested, at such address; provided, if such notices, demands, requests or other communications are sent by mail, they should be deemed as given on the third day following such mailing, which is not a Saturday, Sunday or day on which United States mail is not delivered.

5.02. All notices shall be addressed as follows:

If to Authority:
Richard Wierer, Director of Solid Waste
Bergen County Utilities Authority
Box 9, Foot of Mehrhof Road
Little Ferry, New Jersey 07643

If to the Municipality:

Name: _____
Borough of Allendale
500 West Crescent Ave.
Allendale, New Jersey 07401

5.03. Either party may, by like notice, designate any further or different address to which subsequent notices shall be sent. Any notice sent hereunder signed on behalf of the notifying party by a duly authorized attorney-at-law shall be valid and effective to the same extent as if signed on behalf of such party by a duly authorized officer or employee.

IN WITNESS WHEREOF, the Authority and the Municipality have caused this Service Agreement to be executed in their respective names by representatives of each thereof there unto duly authorized, and have caused this Service Agreement to be dated as of the date and year first above written.

WITNESS:

BERGEN COUNTY UTILITIES AUTHORITY

By: _____

Executive Director

ATTEST:

Borough of Allendale

By: _____

Title: _____

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-66

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

BUDGET TRANSFERS

WHEREAS, Budget Transfers are permitted during the last two months of the current year and the first three months of the following year;

NOW THEREFORE, BE IT RESOLVED, BY THE Mayor & Council of the Borough of Allendale that the following transfers be made between the following 2018 Budget Appropriations:

DEPARTMENT	ACCOUNT	FROM	TO
Construction Code, S&W	8-01-22-195-012		\$2,000
Zoning, S&W	8-01-22-198-012		\$1,000
Plumbing Inspector, S&W	8-01-22-197-012		\$500
Police, O.E.	8-01-25-240-122		\$10,000
Streets & Roads, S&W	8-01-26-290-013	\$5,000	
Snow Removal, O.E.	8-01-26-292-160	\$5,000	
Salary & Wage Adjustment	8-01-30-411-012	\$3,500	
Total Transfers		\$13,500	\$13,500

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-67

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

Grantee Authorizing Resolution

BE IT RESOLVED, that the Mayor and Council of the Borough of Allendale, wish to enter into a Bergen County Trust Fund Project Contract (“Contract”) with the County of Bergen for the purpose of using a \$50,000 matching grant award from the 2017 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“Trust Fund”) for the municipal park project entitled “Band Shell/Crestwood Park Improvements” located in Crestwood Park & Allendale Recreation Park at 300 West Crescent Avenue, Block 201, Lot 9 on the tax maps of the Borough of Allendale;

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Mayor Ari Bernstein to be a signatory on the aforesaid contract; and,

BE IT FURTHER RESOLVED, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about August 1, 2020; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund Payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund’s requirements; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund’s requirements. Professional Services Costs may be reimbursed from grant award’s unexpended balance, should there be a balance.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-68

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

Graf, Patricia R. v. Allendale Tax Appeal Settlement

WHEREAS, the tax payer, Patricia R. Graf, appealed the assessment levied on Block 1203, Lot 9.02 for the tax year 2018; and

WHEREAS, the subject property is located at 114 Valley Road; and

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

WHEREAS, the Assessor has agreed to compromise the appeal as follows: the 2018 Assessed Value will be reduced from \$1,471,400 to \$1,350,000.

WHEREAS, there are sufficient funds available in the reserve for tax appeals account to satisfy the 2018 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 Graf, Patricia R. 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.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-69

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

WHEREAS, N.J.S.A. 52:34-6.2 authorizes contracting units to purchase goods, or to contract for services, may make purchases and contract for services through the use of a nationally-recognized and accepted cooperative purchasing agreement that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey, or within any other state, when available; and

WHEREAS, the nationally-recognized National Joint Powers Alliance Cooperative Pricing System, hereafter referred to as NJPA Cooperative Purchasing System, is now known as Sourcewell effective June 6, 2018 and all prior contracts and other legal obligations established under the previous name remain in full force and effect; and

WHEREAS, Sourcewell, formerly NJPA Cooperative Purchasing System, has offered voluntary participation in the national cooperative purchasing agreement for the purchase of goods and services; and

WHEREAS, Resolution 17-141 authorized the enrollment of the Borough of Allendale in the NJPA Cooperative Purchasing System, now known as Sourcewell, by entering into the membership participation agreement; and

WHEREAS, it is the desire of the Borough of Allendale to continue participation in Sourcewell, formerly NJPA Cooperative Purchasing System, to purchase goods and services, to make the procurement process more efficient and to provide cost savings to the Borough.

WHEREAS, the member participation agreement states that the agreement shall remain in effect until canceled by either party.

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

1. That the governing body of the Borough of Allendale hereby authorizes continued participation in Sourcewell, formerly NJPA Cooperative Pricing System, for Calendar Year 2019.
2. The Borough shall be responsible to ensure that the goods and or services procured through Sourcewell, formerly NJPA Cooperative Purchasing System, comply with

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-69

all applicable laws of the State of New Jersey, Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

DRAFT

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-70

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

**Approval to Authorize Mayor and Municipal Clerk to Sign 2019
West Bergen Mental Health Care Agreement**

Whereas, there is a need for support for mental health services in the Borough of Allendale, and,

Whereas, West Bergen Mental Health Care has available such services as are needed; and,

Whereas, West Bergen Mental Health Care has agreed to provide such services in the amount of \$6,000.00 and other services in accordance with the fee schedule that is attached; and,

Whereas, the Chief Financial Officer has certified that there are sufficient funds available for this contract.

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 agreement between the Borough of Allendale and West Bergen Mental Healthcare; and,

Be It Further Resolved that the Mayor and Municipal Clerk be and are hereby authorized to sign said agreement.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolutions will be available in the 2019 Budget.

Resolution Date: January 17, 2019

Resolution Number: 19-70

Vendor: West Bergen Mental Health Care Agreement

Contract: Mental Health Services

Account Number: 9-01-27-360-130

Amount: \$6,000


Chief Financial Officer



120 Chestnut Street, Ridgewood, NJ 07450 – 201-444-3550
140 Chestnut Street, Ridgewood, NJ 07450 – 201-528-8075
860 Wyckoff Avenue, Mahwah, NJ 07430 – 201-485-7172
One Cherry Lane, Ramsey, NJ 07446 – 201-934-1160

Board of Trustees

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Delight Dodyk
Patrick J. Fletcher
Brenda J. Gallagher
Frank P. Gallagher
Betty Gallinghouse
Ann Garrett
Richard A. Guild, Ed.D.
William C. Hanson
Rosa Hovey
Donald E. Hymans
James E. Jaworski, Esq.
Laurie Kamp
Robin M. Kazmierczak, Esq.
Mary Meakem
Thomas P. Palmer
Nancy J. Platkin
Carolyn Procopio
Doris M. Swenson
Barbara A. Toolan
Alex Urrea
Ester Vierheilig
Eileen R. Wagner
Quentin W. Wiest, II
Philip E. Wilson, LCSW

Chief Executive Officer

Michael J. Tozzoli, MSW, LCSW

Ron Kristner, Administrative Officer
Borough of Allendale
500 W. Crescent Avenue
Allendale, NJ 07401

Dear Mr. Kristner,

West Bergen Mental Healthcare would like to extend appreciation to the Borough of Allendale for its continuing support of critical mental health services. Without your help, and the help of other municipalities, it would not be possible for us to offer the variety and depth of service that we provide to residents of your community.

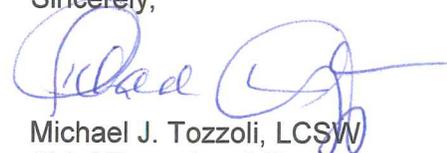
One change to the EAP this year, is that instead of charging for presentation and training services, we are now offering 1 free presentation per quarter. Topics include: Who, What, Where, When, and How to Make Employee Referrals to an Employee Assistance Program, (EAP), Digitally Distracted Children: Social Media and the Impact on Students' Sense of Wellbeing, Understanding the Adolescent Brain, Understanding LGBTQ +, Communication in Co-Parenting and Mental Health First Aid Training. See attached list for full details! You can contact Mary Davey at 201-444-3550 x 7150 for more information and to schedule a presentation.

Enclosed are two copies of the **2019 Employee Assistance Program Agreement (EAP)**. The usual and customary donation for your municipal allocation remains at **\$6000**. ***This contract is also extended to 1st responders and volunteer emergency personnel, including fire fighters and EMT's.*** Please sign and return one of the contracts by March 1, 2019 for our records with your voluntary donation.

As stated, this agreement will commence January 1, 2019. Our Administrative Director, Karen Acker, will be your liaison and working with your municipality throughout the year to provide needed assistance and/or feedback. She can be reached at 201-444-3550, ext. 7167 or kacker@westbergen.org.

We appreciate your ongoing support and wish you the best in 2019.

Sincerely,



Michael J. Tozzoli, LCSW
Chief Executive Officer

Cc: Ann Dodd, Borough Clerk

www.westbergen.org





**WEST BERGEN MENTAL HEALTHCARE
2019 AGREEMENT FOR THE
Borough of Allendale**

EMPLOYEE ASSISTANCE PROGRAM and MUNICIPAL ALLOCATION

THIS AGREEMENT, made as of the 1st day of January, 2019 between The Borough of Allendale, 500 W. Crescent Avenue, Allendale, NJ 07401, hereinafter referred to as "Municipality", and West Bergen Mental Healthcare, Inc., a non-profit corporation of the State of New Jersey, having its principal office at 120 Chestnut Street, Ridgewood, New Jersey 07450, hereinafter referred to as "West Bergen".

West Bergen provides services in accordance with its Mission and Vision Statement:

MISSION STATEMENT

The Mission of West Bergen Mental Healthcare is to promote psychological health and personal growth. Through comprehensive treatment and supportive services, we respond to the needs of our clients and the communities we serve.

VISION STATEMENT

We will distinguish ourselves as the metropolitan area's recognized Center of Excellence and leader in the treatment of mental illness and its effects. Our services and programs will support our clients across their life span and will provide them, their families and our communities with needed counseling, therapy and education.

INTRODUCTION: West Bergen Mental Healthcare is a private, nonprofit mental health outpatient service provider, serving Bergen County since 1963. West Bergen is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) and is a contract service provider of the NJ Division for Mental Health & Addiction Services (DMHAS) and the NJ Division of Child Behavioral Services (DCBHS). West Bergen has four locations at 120 Chestnut Street, and 140 Chestnut Street in Ridgewood, NJ; 1 Cherry Lane, Ramsey, NJ; and 860 Wyckoff Avenue, Mahwah, NJ.

PURPOSE: The purpose of this Agreement is to fulfill the intent of both parties that West Bergen will provide Employee Assistance Program (EAP) services as outlined in the attached "Contract Annex" to covered employees.

CONTENTS AND COST OF THIS AGREEMENT: This agreement is for the following:

- Municipal Allocation for EAP: **\$6000**

**** West Bergen offers 20 group, individual and / or family sessions in the Employee Assistance Program at no cost.***

COVERAGE: A covered employee includes part and full-time employees, all volunteer emergency personnel, i.e., firefighters and emergency medical technicians, and those members of the employee's immediate family living in the household, including children up to the age of 26 attending college.

SUMMARY OF EMPLOYEE ASSISTANCE PROGRAM (EAP) SERVICES: In summary, these services are outlined in the attached contract annex as well as follows:

- **DIRECT SERVICES** – full evaluation and assessment for mental health, emergency services, referrals, employer liaison, employee follow-up and back-to-work conferences.

ADDITIONAL SERVICES AT WEST BERGEN: It is expressly understood that Employee Assistance Program services are for the purpose of evaluation, assessment and referral, and to encourage and enable the initiation of mental health and substance abuse treatment services. The use of ongoing and/or other services at West Bergen (or at other service providers) shall be encouraged for treatment. Other services that are not covered under the Employee Assistance Program retainer shall be billed separately on an individual employee basis and according to the agency's standard fee schedule. Specifically, psychiatric evaluations are not covered under an EAP contract.

The Municipality may also use West Bergen services for consultation, liaison and training services. These would include initial program development consultation, training for employer program personnel, ongoing consultation and evaluation. These services are available free, at one presentation per quarter.

CONFIDENTIALITY AND SUPERVISORY REFERRALS: From time to time Municipal Supervisors may refer an employee to West Bergen under the program due to job related performance. The Municipal Supervisors shall obtain from the employee a signed authorization at the time of referral stating the 4 points below that may be disclosed by West Bergen to the referring supervisor. In such instances, the Employer's right to information subsequent to the referral shall be limited to:

- Confirmation that the employee is attending the program.
- Confirmation that the employee is utilizing the program.
- Written confirmation, should any method of treatment require an alteration in the employee's work schedule.
- Results of positive drug/alcohol tests.

CONFIDENTIALITY AND EMPLOYEE SELF-REFERRAL: From time to time an employee or member of his/her family as herein defined may elect to utilize this program independently of a referral by the municipality. In such cases, West Bergen's Standards of Confidentiality provide the service recipient total confidentiality. However, anonymous usage statistics shall be made available to the municipality on an annual basis.

MODIFICATIONS: Periodically, West Bergen and the Municipal Administrator will jointly review the program, the appropriateness of policies regarding referrals and the methods and details of marketing the program to employees in order to ensure adequate and optimal services.

SERVICE LIST: See attached list of services provided at West Bergen Mental Healthcare.

COMMUNITY REPORT: West Bergen will provide an annual report identifying the amount of service and the number of residents from the municipality who have received service during the preceding year. The report is designed to protect the confidentiality of the residents served.

COMPLIANCE WITH REGULATIONS and STANDARDS

West Bergen shall comply with regulations and/or standards of the New Jersey Department of Human Services- Division of Mental Health Services, NJ Department of Child Behavioral Health Services, New Jersey Medicaid, national accreditation body, as well as any other federal, state or regulatory body.

EXCLUSIVITY: In no event may either party purchase goods or services or enter into a contract in the name or upon the credit of the other.

ASSIGNMENT: West Bergen reserves the right to make assignment to a subsidiary corporation only. No other assignment is permitted unless approved in writing by both parties.

DURATION: This Agreement shall be for a one (1) year period. This agreement may be terminated upon sixty (60) days written notice by either party. Specifically, West Bergen reserves the right to terminate such contract agreement within a determined period of time if communication between both parties reveals that an allocation will not be made by such municipality for the contracted service period.

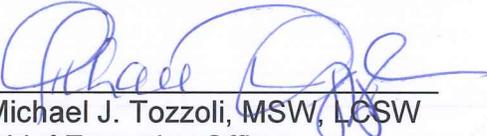
This Agreement shall be governed and construed in accordance with the laws of the State of New Jersey.

IN WITNESS WHEREOF, West Bergen has caused this Agreement to be signed by its duly authorized officers and its Corporate Seal to be hereunto affixed, and the municipality has hereunto affixed its hand and Seal, all as of the day and year first above written.

Borough of Allendale

West Bergen Mental Healthcare, Inc.

Mayor Ari Bernstein
Borough of Allendale



Michael J. Tozzoli, MSW, LCSW
Chief Executive Officer

ATTEST:

ATTEST:



Tracey DeMarco
Executive Assistant





West Bergen Mental Healthcare EAP Training Session Topics

Workshops that may be of interest to your employees on topics that may impact their daily life and work performance

1. **Who, What, Where, When, and How to Make Employee Referrals to an Employee Assistance Program, (EAP)**

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator
Appropriate for supervisors

- How to help supervisors discuss utilizing an EAP Program with an employee
- How to help address an employee's concerns/fears about using this service

2. **Communication in Co-Parenting**

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

Family constellations are not all one size fits all. Many students have parents and/or caretakers who live in separate residences or may live in the same home but are rarely together due to work schedules and other demands. Such situations can add to the everyday stress of co-parenting and even create friction between the parents, mainly due to communication glitches. This presentation is for parents who want to enhance their communication skills with their co-parent(s) and become more effective at helping their child(ren) transition successfully between parents and places.

3. **Digitally Distracted Children: Social Media and the Impact on Students' Sense of Wellbeing.**

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

In addition to "normal" academic pressures, the intensity of rapidly changing, 24/7 potential contact increase the stress and thus the coping skills students need to handle everything from time management to cyberbullying.

4. **Generalized Anxiety Disorder, (GAD)**

Presented by: Jane Pollack, LCSW, Clinical Director of Shared Programs

This workshop will address how to recognize when a person's worries exceed "normal" worries. When worries are more than transient and a person's ability to function emotionally, and/or socially are compromised, you may be coping with Generalized Anxiety Disorder. Often, this person may "fly under the radar" until these feelings are so strong that they compromise job performance. Help identify this situation and assist this person receive the assistance they need.

5. **Mental Health First Aid Training (full day or two half days- conducted under County Project)**

Jeanne Marron, Ph.D, Clinical Specialist-Community Educator, Helena Fotopoulos, LCSW Staff Clinician



Teaches participants the signs of mental illness and substance abuse. It introduces a five step action plan to initiate a referral to a mental health resource or support for an individual in a mental health crisis. Works to eliminate stigma and promote recovery and resilience.

6. Mindfulness and Destressing

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

In recent years, many of us are experiencing internal emotional states such as stress and anxiety that significantly impact our "presence" in the workplace, in our relationships and in our daily lives. Mindfulness and other self-regulating activities that reduce the negative impact of stress will be reviewed as well as those that promote composure and well-being in general.

7. Obsessive Compulsive Disorder, (OCD)

Presented by: Pat Sudol, Psy.D. Licensed Psychologist, Senior Supervisor

One in two hundred people suffer from OCD at any given time. OCD is a very prevalent disorder and can severely disrupt learning, social, and job functioning yet it is very treatable when understood and addressed.

8. Positive Aging

Presented by: Jane Pollack, LCSW, Clinical Director of Shared Programs

This presentation will focus on debunking myths, age biased beliefs and prejudices. It will focus on Positive Aging and helping individuals find healthy ways to feel/be needed, respected and purposeful.

9. Under Pressure: Stress Relieving Strategies:

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

While you may or may not feel stress at this moment in time, you certainly have in the past and will again in the future. This workshop focuses on the Three R's of Stress: Recognizing, Reducing and Relieving Stress in Our Everyday Lives. Participants learn to identify stressors from the commonplace to major life experiences, and to become more aware of how stress affects you, and the systems you are a part of (family, work, family, social groups, etc.) Participants will identify ideas, approaches, tools and strategies to reduce the amount (if possible) and the negative impact of stress in your life.

10. Understanding Autism Spectrum Disorder Level 1, (formerly Asperger's 101)

Presented by: Samantha Cerami, LCSW, Staff Social Worker

This workshop is designed for those who are new to the diagnoses and others interested in better understanding this Disorder and the changes being made to the diagnosis. The attendee will learn the diagnostic criteria, associated features, and strengths of the population for both children and adults.



11. Understanding the Adolescent Brain

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

Adolescence is a period of significant growth and transition involving changes across many aspects of development. While some areas of growth are obvious, such as changes in physical size, voice tone and social interests; others like the incredible neural alterations and functional adaptations occurring in teen brains are not so readily observable. Yet brain development is playing a huge role in what you do see in terms of their thoughts, feelings, attitudes, motivations, behaviors, etc. In this workshop we will look at what might be considered typical and what might be a cause for concern. We will discuss experiences or other factors that might adversely affect the teen's brain in its efforts to explore and mature. We will also take a look at some of the things that will assist the adolescent and his or her parent(s) in navigating a healthy pathway to adulthood.

12. Understanding Hyperactivity Attention Deficit Disorder (ADHD)

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

Attention Deficit Hyperactivity Disorder (ADHD) is the overarching category we apply to a few subtypes of attentional focus challenges which can impact many aspects of life, especially learning. This presentation will describe what attention is and why it is so relevant to learning, review attentional issues, and identify what constitutes ADHD. By looking at the various subtypes and associated features, in both children and adults, the attendees will gain a better understanding of the diversity across individuals who have been diagnosed with ADHD. We will also look at how common it is by age groups and possible causes. The assessment process will be discussed followed by a strengths based and practical approach to effective intervention strategies.

13. Understanding LGBTQ +

Presented by: Michael Tozzoli, LCSW, Chief Executive Officer

Understanding the challenges LGBTQ or other individuals face in the family, the community and the workplace and steps to help in addressing these concerns.

14. WWWHHHAT? M-M-MEEE A-A-ANNXIOUS?

Presented by: Jeanne Marron, Ph.D, Clinical Specialist-Community Educator

Everyone experiences anxiety now and then. This workshop will describe anxiety, various types, how it might be experienced and the effect anxiety has on you. As you learn about anxiety's role as a both a survival tool and a detriment to healthy functioning, you will have a better sense of when and how to put the brakes on your anxiety as needed with the coping strategies provided.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/17/2019

RESOLUTION# 19-71

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein						

Authorize Agreement for Purchase of Band Shell

Whereas, a need exists to purchase a band shell for Crestwood Lake in the Borough of Allendale; and

Whereas, the Borough of Allendale authorized participation in the Educational Services Commission of New Jersey Cooperative Pricing System (ESCNJ) via Resolution 17-259 on October 12, 2017; and

Whereas, the Borough was approved as a member of the ESCNJ Cooperative Pricing System on December 4, 2017; and

Whereas, the ESCNJ offers competitively-bid contracts for its members to purchase from on an as-needed basis; and

Whereas, MRC, Inc. is an approved vendor offering dugouts through the ESCNJ via NJ State Approved Co-op #65MCECCPS, RFP# ESCNJ 17/18-20 Bid Term: 07/01/2017 – 06/30/2019; and

Whereas, the Chief Financial Officer has attached hereto a certification that adequate funds have been or will be duly budgeted and appropriated to pay for the contract.

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that an Agreement is hereby authorized for the purchase of the band shell from RCP Shelters, Inc c/o MRC, Inc. in the amount of \$89,994.00; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement or Proposal for the above services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 17, 2019.

Anne Dodd, RMC
Municipal Clerk