

Mayor and Council of the Borough of Allendale  
Reorganization Meeting Minutes  
January 3, 2019

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

ABSENT: None

ALSO PRESENT: Borough Attorney Ray Wiss  
Municipal Clerk Anne Dodd

The annual Reorganization 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 January 3, 2019. The meeting was called to order at 7:33 p.m. by the Municipal Clerk who read the open public meetings statement: “In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. Notice of this meeting by Resolution #18-268 was sent to the Record, Ridgewood News and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website.”

The Municipal Clerk led those present in a salute to the flag.

***Swearing In of Elected Officials:***

Mayor Emeritus White administered the Oath of Office to Mayor-Elect Bernstein who was joined by his daughter, Lauren.

Mayor Emeritus White administered the Oath of Office to Council-Elect Homan who was joined by her husband and children.

Mayor Emeritus White administered the Oath of Office to Council-Elect Strauch who was joined by his mother, wife, and daughter.

***Resolutions***

**19-01/Order of Voting**

Motion by Councilman Sasso, second by Councilman Strauch, that Resolution #19-01 be approved.

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

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

**Resolution 19-01**

**Order of Voting**

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**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that order of voting for the governing body in 2019 will be as follows:

Councilwoman Homan  
Councilman O'Connell  
Councilman Sasso  
Councilman Strauch  
Councilwoman Wilczynski

**19-02/Election of Council President**

Motion by Councilwoman Wilczynski, second by Councilman Strauch, that Resolution #19-02 be approved.

Councilwoman Wilczynski and Councilman Strauch commended Councilman Sasso for the exemplary job that he has done since joining the governing body.

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

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

**Resolution 19-02**

**Election of Council President**

**Be It Resolved** that Steve Sasso is hereby elected President of the Borough Council for the year 2019.

**19-03/Time and Place of Mayor and Council Meetings for 2019**

Motion by Councilman O'Connell, second by Councilwoman Homan, that Resolution #19-03 be approved.

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

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

**Resolution 19-03**

**Time & Place of Mayor and Council Meetings for 2019**

**Whereas**, the Open Public Meetings Act, NJSA 10-4-19 et seq. took effect on January 19, 1976; and,

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**Whereas**, the Borough Council desires to be in complete compliance with the requirements and spirit of that act.

**Now, Therefore, Be It Resolved** by the Governing Body as follows:

1. The schedule listed below of regular meetings of this public body is hereby adopted for the year 2019;
2. A copy of the schedule shall be:
  - a. Posted and maintained through the year on the bulletin board in the Allendale Borough Hall, 500 West Crescent Avenue, Allendale, New Jersey 07401
  - b. Mailed at no cost to the following newspapers: The Record and the Ridgewood News
  - c. Filed in the Office of the Borough Clerk
  - d. Mailed to those who have requested same and have prepaid the sum of \$10.00 fixed to cover the cost of providing such notice
  - e. Official action may be taken.

**Mayor and Council  
Calendar for 2019**

***Work Sessions will be held at 7:30 p.m. followed by the Regular Sessions at 8:00 p.m.***

January	Reorganization Meeting	Thursday, January 3 (7:30 p.m.) Thursday, January 17 Thursday, January 31
February		Thursday, February 14 Thursday, February 28
March		Thursday, March 14 Thursday, March 28
April		Thursday, April 11 Thursday, April 25
May		Thursday, May 9 Thursday, May 23
June		Thursday, June 13 Thursday, June 27
July		Thursday, July 11 Thursday, July 25
August		Thursday, August 8 Thursday, August 22
September		Thursday, September 12 Thursday, September 26

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October	Thursday, October 10 Thursday, October 24
November	Thursday, November 14 Monday, November 25
December	Thursday, December 5 Thursday, December 19

**19-04/Appointment of Borough Professionals**

Motion by Councilwoman Wilczynski, second by Councilman Sasso, that Resolution #19-04 be approved.

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

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

**Resolution 19-04**

**Appointment of Borough Professionals**

**Whereas**, the Borough of Allendale requires the service of professionals for the calendar year 2019; and,

**Whereas**, it is contemplated that the temporary and permanent budgets will contain the necessary appropriations estimated to be reasonably required for each such professional service; and,

**Whereas**, the professionals named herein will be required to execute a contract for the services to be rendered which shall set forth the compensation for such services therein; and,

**Whereas**, a Certification of availability of funds has been received from the Chief Financial Officer or that such funds will be encumbered by Purchase Order on an as-needed basis pursuant to the provisions of NJAC 5:30-5.4 et seq; and,

**Whereas**, in any instance where it is anticipated that the expenditure for each such professional service will exceed the sum of \$19,500 for said calendar year, the named professionals have completed, submitted and filed a Business Entity Certification Disclosure which certifies that the above named persons and/or entities have not made any reportable contributions to any political or candidate committee including (Republicans for Responsible Government, Allendale Republican Club, Allendale Democratic Club, Candidates for Allendale Municipal Government, Bergen County Democratic Organization, Bergen County Republican Organization) in the previous one (1) year, and that the contract will prohibit the above named professionals/business entities from making any reportable contributions through the term of the contract.

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**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale that the following appointments be and they are hereby made for the year:

**Be It Further Resolved** that these contracts are being awarded as a non-fair and open contract, pursuant to the provisions of NJSA 19:44A-20.5;

**Be It Further Resolved** that the Business Disclosure Entity Certification and the determination of value be placed on file with this Resolution.

Animal Control	Tyco Animal Control Service
Appraisal Firms	Izenberg Appraisal Associates Associated Appraisal Group
Affordable Housing Consultant	Clarke Caton Hintz
Bond Counsel	Rogut McCarthy, LLC
Grant Writer	Capital Alternatives Corporation
Municipal & Labor Attorney	Wiss & Bouregy
Planner	Burgis Associates
Risk Management Consultant	Eifert, French & Company
Municipal Engineer	Michael Vreeland of the firm Guerin & Vreeland Engineering
Tax Appeal Attorney	JoAnn Riccardi of the firm Norton, Murphy, Sheehy & Corrubia, P.C.

The compensation for the aforesaid positions to be established by the salary ordinance or the contract for such services which shall be executed by each of the professionals named herein; and,

**Be It Further Resolved** that the aforesaid appointments were made without competitive bidding under the provisions of NJSA 40A:11-5(1)(a) which exempts from competitive bidding Professional Services rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law; and,

**Be It Further Resolved** that the appropriate Borough Officials be and they are hereby authorized to execute contracts with each of the professionals named herein for the services to be rendered; and,

**Be It Further Resolved** that the compensation to be paid for the professionals named herein shall not exceed the budget appropriation for such services unless properly ordained in accordance with law; and,

**Be It Further Resolved** that a copy of this resolution be filed with the Borough Clerk and made available for inspection and that a brief notice of the passage thereof be published in The Record within ten days of the passage as required by law.

### **19-05/Standing Committees**

Motion by Councilman Strauch, second by Councilman Sasso, that Resolution #19-05 be approved.

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

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Councilwoman Homan: aye  
Councilman O'Connell: aye  
Councilman Sasso: aye

Councilman Strauch: aye  
Councilwoman Wilczynski: aye

**Resolution 19-05**

**Standing Committees**

**Be It Resolved** that the following Standing Committees shall be appointed by the Mayor:

Administration, Finance and Human Resources

Water, Sewer and Public Utilities

Public Works

Facilities, Parks and Recreation

Land Use and Construction Code

Public Safety

**19-06/Appointments to Standing Committees**

Mayor Bernstein commented that he has made the following appointments based upon where he believes each Councilperson will serve best.

Motion by Councilwoman Homan, second by Councilwoman Wilczynski, that Resolution #19-06 be approved.

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

Councilwoman Homan: aye  
Councilman O'Connell: aye  
Councilman Sasso: aye

Councilman Strauch: aye  
Councilwoman Wilczynski: aye

**Resolution 19-06**

**Appointments to Standing Committees**

**Be It Resolved** that the first named Council member shall act as Chair of the Committee:

Administration, Finance and Human Resources  
Councilman Sasso and Councilwoman Wilczynski

Water, Sewer and Public Utilities  
Councilwoman Homan and Vacant

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Public Works  
Vacant and Councilman O'Connell

Facilities, Parks and Recreation  
Councilwoman Wilczynski and Councilwoman Homan

Land Use and Construction Code  
Councilman O'Connell and Councilman Strauch

Public Safety  
Councilman Strauch and Councilman Sasso

**19-07/Appointment of Fire Chief and Asst. Fire Chief**

Motion by Councilman Sasso, second by Councilman O'Connell, that Resolution #19-07 be approved.

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

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

**Resolution 19-07**

**Appointment of Fire Chief and Assistant Fire Chief**

**Be It Resolved** that the Mayor and Borough Council do hereby confirm the election of the following individuals for the term expiring December 31, 2019:

Ryan Shute	Fire Chief
John Rubino	Assistant Fire Chief

**19-08/Appointment of Fire Official**

Motion by Councilman Strauch, second by Councilman Sasso, that Resolution #19-08 be approved.

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

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

**Resolution 19-08**

**Appointment of Fire Official**

**Be It Resolved** that the following individual be and is hereby appointed by the Mayor and Council as Fire Official for the Borough of Allendale for the year 2019.

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Fire Official – Pierre Gauthier

**19-09/Appointment of Assistant Fire Official**

Motion by Councilman Sasso, second by Councilman Strauch, that Resolution #19-09 be approved.

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

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

**Resolution 19-09**

**Appointment of Assistant Fire Official**

**Now, Therefore, Be It Resolved** that the following individual be and is hereby appointed by the Mayor and Council as Assistant Fire Official for the Borough of Allendale for the year 2019.

Assistant Fire Official – James Moritz

***Swearing In of Fire Department Officers***

Mayor Bernstein commented that it is with great honor and pleasure that he will be swearing in the 2019 Allendale Fire Department officers, noting that the service that they provide to the Borough allows residents to sleep at night. He then administered the Oath of Office to the 2019 Officers of the Allendale Fire Department which are as follows:

Ryan Shute, Chief  
John Rubino III, Assistant Chief  
Thomas Smith, 1<sup>st</sup> Captain  
Todd Peterson, 2<sup>nd</sup> Captain  
Jeffery Hirsch, 1<sup>st</sup> Lieutenant  
Michael Dillon, 2<sup>nd</sup> Lieutenant  
Pierre Gauthier, Fire Official  
James Moritz, Assistant Fire Official

***Swearing In of Ambulance Corps Officers***

Mayor Bernstein expressed that both he and the entire governing body are so thankful to the Allendale Volunteer Ambulance Corps for the service and dedication that they provide to the Borough, commenting that the entire Borough depends on them and are truly thankful for everything that they do for us. He then administered the Oath of Office to the 2019 Officers of the Allendale Volunteer Ambulance Corps which are as follows:

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Daryl E. D'Amore-Bottaro, Captain	Vincenzo Bottaro, President
Stephanie Alvarez-Dominguez, Asst. Cptn.	Richard Savino, Vice President
Joseph Buttacavoli, 1 <sup>st</sup> Ltieutenant	Karen Donohue-Garcia, Recording Sec.
Robert M. Oddo, 2 <sup>nd</sup> Lieutenant	Linda Morgan, Corresponding Secretary
Stephanie Pini, 3 <sup>rd</sup> Lieutenant	

**Mayor's Appointments**

Mayor Bernstein announced that he will be making the following appointments:

Land Use Board

Ron Kistner (Class II, 1 year)	12/31/2019
Steve Sasso (Class III, 1 year)	12/31/2019
Matthew O'Toole (Class IV, 4 year)	12/31/2022
Tyler Kearl (Alternate No. 1, 2 year)	12/31/2020

Library Board of Trustees

Melissa Duncan (unexpired 5 year–Martin)	12/31/2021
Jacqueline McSwiggan – Superintendent Representative	

**Introduction of Ordinances**

Motion by Councilman Sasso that the following ordinance be introduced and passed on first reading and setting January 17, 2019 at 8:00 p.m. or as soon thereafter as the as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilwoman Wilczynski.

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

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.

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

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

**Consent Agenda**

Mayor Bernstein explained that the resolutions appearing on the Consent Agenda allow the new governing body to conduct its business. He then announced that Resolution #19-41 is being pulled from the agenda.

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- A. **19-10**/Council Appointments –Various Boards
- B. **19-11**/Appointment of Continuing Disclosure Agent and Independent Registered Municipal Advisor
- C. **19-12**/Appointment of Assessment and Tax Search Officers
- D. **19-13**/Appointment of Fund Commissioner
- E. **19-14**/Appointment of PACO Officer, Personnel Officer and Anti-Sexual Harassment Officer
- F. **19-15**/Appointment of Fire Inspectors
- G. **19-16**/Claims Account/Withdrawal of Borough Funds
- H. **19-17**/ADA Compliance Officer
- I. **19-18**/Adoption of By-Laws
- J. **19-19**/Official Newspapers
- K. **19-20**/Withdrawal of Water Utility Funds
- L. **19-21**/Official Depositories
- M. **19-22**/Payroll Account
- N. **19-23**/Payments Between Meeting Dates
- O. **19-24**/Cash Management Plan
- P. **19-25**/Authorization for Telephone/Electronic Transfer of Funds
- Q. **19-26**/Petty Cash Funds
- R. **19-27**/Interest on Delinquent Taxes
- S. **19-28**/Authorization to Conduct Tax Sale
- T. **19-29**/Fee for Returned Checks
- U. **19-30**/Continued Compensation for Borough Employees
- V. **19-31**/Insurance for Non-Profit Organizations
- W. **19-32**/Coverage of Quasi-Public Entities by JIF
- X. **19-33**/Appointment of Police Chaplain
- Y. **19-34**/Appointment of Zoning Officer
- Z. **19-35**/Appointment of Property Maintenance Officer
- AA. **19-36**/Volunteer Tuition Credit Program
- BB. **19-37**/Appointment of Administrative Officer
- CC. **19-38**/Appointment of Allendale Housing, Inc. Board of Trustees
- DD. **19-39**/Appointment of Qualified Purchasing Agent
- EE. **19-40**/Appointments to Allendale Senior Housing Board of Trustees
- ~~FF. **19-41**/Appointment of Crestwood Lake Director~~ *Pulled from Agenda*
- GG. **19-42**/Donation of Crestwood Lake Pass
- HH. **19-43**/Appointment of Water Collector
- II. **19-44**/Appointment of Licensed Water Operator
- JJ. **19-45**/Appointment of Part-Time CCO Inspector
- KK. **19-46**/Appointment of Director of Operations
- LL. **19-47**/Appointment of Deputy Municipal Clerk
- MM. **19-48**/Appointment of Crew Chiefs for the DPW
- NN. **19-49**/Appointment of Court Officials
- OO. **19-50**/Appointment of 9-1-1 System Coordinator – Police Officer Michael T. Dillon
- PP. **19-51**/Approval of 2019 Temporary Budget
- QQ. **19-52**/Authorize Participation in Mutual Aid & Rapid Deployment Force
- RR. **19-53**/Approve 2019 Salaries – Teamsters Local 11 Employees
- SS. **19-54**/Approve 2019 Salaries – UPSEU Employees
- TT. **19-55**/Approve 2019 Salary – Police Department Employees

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- UU. **19-56**/Approve Shared Service Agreement – Licensed Sewer Operator Services
- VV. **19-57**/Approve Shared Service Agreement – Sanitary Sewer Cleaning
- WW. **19-58**/Approve Shared Service Agreement – TV Inspection
- XX. **19-59**/Award Janitorial Services 2019- Guy’s Maintenance
- YY. **19-60**/Designate Acting Municipal Court Administrator
- ZZ. **19-61**/Appoint Police Physician

Motion by Councilman Strauch, second by Councilwoman Wilczynski, that the Consent Agenda be approved as amended.

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

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

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

**Resolution 19-10**

**Council Appointments**

**Be It Resolved** that the following individuals are appointed to the named Board or Commission for the period specified:

<b>NAME AND BOARD OR COMMISSION</b>	<b>TERM EXPIRES</b>
<b><u>Board of Health</u></b>	
Heidi Askin	12/31/2021
Nadine Benoit	12/31/2021
<b><u>Allendale Volunteer Goose Patrol</u></b>	
Trish Cellary	12/31/2019
Carlton Frost	12/31/2019
Jen Klemchalk Gill	12/31/2019
John Merchant	12/31/2019
Jim Strauch	12/31/2019
<b><u>Marsh Wardens</u></b>	
Mike Limatola	12/31/2019
Jim Wright	12/31/2019
<b><u>Sports Alliance</u></b>	
Peter Borzilleri	12/31/2019
Bridget Egan	12/31/2019
John Hottinger	12/31/2019
Rich LeBlanq	12/31/2019
Jim Mulanaphy	12/31/2019

**Resolution 19-11**

**Appointment of Continuing Disclosure Agent and  
Independent Registered Municipal Advisor**

**Whereas**, the Borough of Allendale is in need of a Continuing Disclosure Agent and Independent Registered Municipal Advisor; and

**Whereas**, Phoenix Advisors, LLC satisfactorily performed these services in 2018; and

**Whereas**, Phoenix Advisors, LLC has submitted a proposal for services in 2019;

**Now, Therefore Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Phoenix Advisors, LLC is hereby appointed as the Continuing Disclosure Agent and Independent Registered Municipal Advisor for the Borough of Allendale for the year 2019;

**Resolution 19-12**

**Appointment of Assessment and Tax Search Officers**

**Be It Resolved** that Anne Dodd is hereby appointed as Assessment Search Officer of the Borough of Allendale; and,

**Be It Further Resolved** that Harold E. Laufeld III is hereby appointed as Tax Search Officer of the Borough of Allendale.

**Resolution 19-13**

**Appointment of Fund Commissioner**

**Be It Resolved** that the following individual is appointed as Fund Commissioner of the Bergen County Municipal Joint Insurance Fund for the year 2019:

Fund Commissioner Ronald Kistner

**Be It Further Resolved** that Ari Bernstein is appointed as the Alternate of the Bergen County Municipal Joint Insurance Fund for the year 2019.

**Resolution 19-14**

**Appointment of PACO Officer, Personnel Officer  
And Anti-Sexual Harassment Officer**

**Be It Resolved** that Ron Kistner is hereby appointed as Affirmative Action Public Agency Compliance Officer (PACO) in accordance with P.L. 1975 C.127 (N.J.A.C. 19:27) for the year 2019; and,

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**Be It Further Resolved** that Ron Kistner is hereby appointed Personnel Officer; and,

**Be It Further Resolved** that Anne Dodd is hereby appointed as the Anti-Sexual Harassment Officer.

**Resolution 19-15**

**Appointment of Fire Inspectors**

**Be It Resolved** that the following individuals listed below are appointed by the Mayor and Council as Fire Inspectors for the Borough of Allendale for the year 2019:

Steven Cameron	#124453
Pierre Gauthier	#116445
James Moritz	#139921
James Schultz	#190149

**Resolution 19-16**

**Claims Account and Withdrawal of Borough Funds**

**Now, Therefore, Be It Resolved** that the Chief Financial Officer is hereby authorized and directed to maintain in the official depository an account designated as the Borough of Allendale Claims Account; and,

**Be It Further Resolved** that all funds deposited in the account must be withdrawn by proper warrants of the Borough signed by two of the following: the Mayor, the Chief Financial Officer, the Municipal Clerk or Finance Committee Member.

**Resolution 19-17**

**Appointment of ADA Compliance Officer**

**Be It Resolved** that Ron Kistner is hereby appointed as ADA Compliance Officer for the Borough of Allendale for the year 2019.

**Resolution 19-18**

**Adoption of By Laws**

**Whereas**, pursuant to the Code of the Borough of Allendale, By-laws, Chapter A276 need to be adopted annually.

**Now, Therefore, Be It Resolved** that the By-laws recorded in the Code of the Borough of Allendale be and they are hereby adopted for the year 2019.

**Resolution 19-19**

**Designation of Official Newspapers**

**Be It Resolved** that The Record and The Star Ledger be and are hereby designated as the official newspapers of the Borough of Allendale for the year 2019.

**Be It Further Resolved** that notice will also be sent to the Ridgewood News, posted on the Borough's official website and posted on the bulletin board in Borough Hall.

**Resolution 19-20**

**Withdrawal of Water Utility Funds**

**Be It Resolved** that all funds of the Water Account or Water Utility deposited in the official depositories may be withdrawn by proper warrants of the Borough signed by two of the following: the Mayor, Chief Financial Officer, the Municipal Clerk, and a member of the Finance Committee except as provided in Resolution 19-22.

**Resolution 19-21**

**Official Depositories**

**Be It Resolved** that Lakeland Bank, J.P. Morgan Chase Bank, and New Jersey Cash Management be designated as official depositories for the Borough funds for the year 2019.

**Resolution 19-22**

**Payroll Account**

**Be It Resolved** that the Chief Financial Officer be and she is hereby authorized and directed to maintain in the official depository an account designated as the Borough of Allendale Payroll Account; and,

**Be It Further Resolved** that all funds of the Borough deposited in the account be withdrawn by proper warrants of the Borough signed by the Chief Financial Officer.

**Resolution 19-23**

**Payments Between Meeting Dates**

**Whereas**, it becomes necessary at times to issue checks for certain fixed charges which are due on periodic dates, such as County Taxes, Payroll and other miscellaneous items, which dates frequently occur between Council meetings.

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**Now, Therefore, Be It Resolved** that the proper Borough Officials be and are hereby authorized to issue and sign checks for payment when such payments become due for ratification at the next following meeting.

**Resolution 19-24**

**Cash Management Plan**

**Whereas**, it is in the best interest of the Borough of Allendale to earn additional revenue through the investment and prudent management of its cash receipts; and,

**Whereas**, P.L. 1983, Chapter 8 and P.L. 1997, Chapter 148, is an act concerning the Local Fiscal Affairs Law and amends N.J.S.A. 40A:5-2 and N.J.S.A. 40A:5-14; and,

**Whereas**, the law requires that each local unit shall adopt a cash management plan.

**Now, Therefore, Be It Resolved** that the following shall constitute the Cash Management Plan for the Borough of Allendale and the Chief Financial Officer shall deposit and manage its funds pursuant to this plan.

Cash Management Plan  
Borough of Allendale  
YEAR 2019

**Purpose:**

It is in the best interest of the Borough of Allendale to earn additional revenue through the investment and prudent management of its cash receipts. Public Law 1983, Chapter 8, revised as Public Laws 1997, Chapter 148 is an act concerning the Local Fiscal Affairs Law and amends NJSA 40A:5-14. This law requires that each local unit shall adopt a Cash Management Plan.

The following shall constitute the Cash Management Plan for the Borough of Allendale, which shall deposit and manage its funds pursuant to this Plan.

**Definitions:**

1. Chief Financial Officer shall mean the Chief Financial Officer of the Borough of Allendale.
2. Fiscal Year shall mean the twelve month period ending December thirty first.
3. Cash Management Plan shall mean that Plan as approved by resolution of the Governing Body of the Borough of Allendale.

**Designation of Depositories:**

At least once each fiscal year at its reorganization meeting, the Governing Body shall by resolution, designate the depositories in accordance with NJSA 40A:5-14.

The official depositories for the Borough of Allendale are as follows:

Lakeland Bank, JP Morgan Chase, and NJCM (New Jersey Cash Management).

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**Audit Requirement:**

The Cash Management Plan shall be subject to the annual audit conducted pursuant to NJSA 40A:5-14.

**Authority to Invest-Effect Telephone Transfers and Withdrawal:**

1. The Chief Financial Officer shall make and be responsible for all municipal deposits and investments.
2. The Chief Financial Officer is hereby authorized to effect telephone or electronic transfers for renewal of notes or investments into or out of authorized Borough and Water Utility Accounts.
3. All Borough and Water Utility Warrants shall be signed by two of four of the following: the CFO, the Mayor, Municipal Clerk and a member of the Finance committee.
4. The Chief Financial Officer is authorized and directed to maintain an account designated as the Borough of Allendale Payroll Account, and all funds are withdrawn by proper warrants of the Borough signed by the Chief Financial Officer.

**Investment Instrument**

The Chief Financial Officer shall invest at her discretion in any investments as approved by the State of New Jersey, Department of Community Affairs, Division of Local Government Services and in accordance with NJSA 40A:5-15.1. The Borough of Allendale is currently receiving the best investment rates at Lakeland Bank and with Certificates of Deposits.

**Records and Reports**

1. The Chief Financial Officer shall report all investments in accordance with NJSA 40A:5-15.2.
2. At a minimum, the Chief Financial Officer shall:
  - a. Keep a record of all investments.
  - b. Keep a cash position record which reveals, on a daily basis, the status of the Borough's cash in its bank accounts.
  - c. Report investments to the Mayor and Council at regularly scheduled meetings of the Governing Body.
  - d. Report monthly to the Mayor and Council as to the status of cash balances, revenue collection, interest rates and interest earned.

**Cash Flow:**

1. The Chief Financial Officer shall ensure that the Borough's accounting system provides regular information concerning the Borough's cash position and investment performance.
2. All monies shall be turned over to the Chief Financial Officer and deposited in accordance with NJSA 40A:5-15.
3. The Chief Financial Officer is authorized and directed to invest funds of the Borough as the availability of funds permit. In addition, it shall be the responsibility of the Chief Financial Officer to minimize the possibility of idle cash by depositing the Borough's monies in interest bearing accounts wherever practical and in the best interest of the Borough of Allendale.

**Resolution 19-25**

**Authorization for Telephone Transfer/Electronic Transfer of Funds**

**Be It Resolved** that M. Alissa Mayer, Chief Financial Officer, is hereby authorized on behalf of the Borough of Allendale to effect telephone/electronic transfers of funds for renewal of notes or investments into or out of authorized Borough and Water Utility Accounts.

**Resolution 19-26**

**Petty Cash Funds**

**Be It Resolved** that the Chief Financial Officer is hereby authorized to draw current account checks for petty cash to the following individuals in the amounts stated:

George Scherb (Police Department)	\$150
Michelle Ryan (Dept. of Public Works)	\$150
M. Alissa Mayer (Finance Department)	\$250
Gina Wittmaack (Mayor and Council)	\$250

**Resolution 19-27**

**Interest on Delinquent Taxes**

**Be It Resolved** that interest will be charged at the rate of eight (8%) per cent per annum on the first \$1,500 of all delinquent taxes, assessments and Borough charges and eighteen (19%) per cent of any amounts over \$1,500 delinquency, except that no interest will be charged on taxes for the current quarter if the said taxes are paid within the tenth calendar day following the date upon which the same became payable; and,

**Be It Further Resolved** that the interest rates shall revert to the percentages as aforesaid from the first day of any current quarter unless taxes for the same quarter are paid during the first ten days of such quarter; and,

**Be It Further Resolved** that a certified copy of this resolution be transmitted to the Collector of Taxes forthwith.

**Resolution 19-28**

**Authorization to Conduct Tax Sale**

**Be It Resolved** that the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey hereby authorizes the Tax Collector to conduct the annual tax sale for delinquent property taxes and any other municipal charges.

**Resolution 19-29**

**Fee for Returned Checks**

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**Whereas**, NJSA 40:5-19 provides for the imposition of a service charge to be added to any amount owing to the municipality if payment tendered on the account was tendered by a check which was returned for insufficient funds.

**Now, Therefore, Be It Resolved** by the Council of the Borough of Allendale that the Chief Financial Officer is hereby authorized to impose a \$28.00 fee for all returned checks to any General Fund Account and Water Utility Account of the Municipality.

**Resolution 19-30**

**Continued Compensation for Borough Employees**

**Be It Resolved** that the Chief Financial Officer be and she is authorized and directed to continue the compensation of Borough employees at previously authorized levels until such time as a resolution is adopted or as stated in a contractual agreement by the Governing Body of the Borough of Allendale setting forth the salaries of Borough employees for the year 2019.

**Resolution 19-31**

**Insurance for Non-profit Organizations**

**Whereas**, the Borough of Allendale, from time to time, authorizes use of public facilities for certain non-profit organizations which do not have insurance coverage; and,

**Whereas**, the Borough is willing to permit use of its public facilities to such organizations provided that such use is consistent with the underwriting guidelines of the Borough's insurer.

**Now, Therefore, Be It Resolved** by the Governing Body that it does hereby agree to waive insurance for the following not-for-profit organizations:

Republican Club  
Democratic Club  
American Legion  
Veterans of Foreign Wars  
Allendale Civic Association  
Allendale Housing, Inc.  
Allendale Senior Housing, Inc.

**Be It Further Resolved** that the waiver of insurance herein shall extend for a period of one (1) year only and must be renewed annually.

**Resolution 19-32**

**Coverage of Quasi-Public Entities by JIF**

**Whereas**, the Borough of Allendale is a participating member of the Bergen County Municipal Joint Insurance Fund relative to General Liability and other coverage; and

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**Whereas**, the “Fund” has adopted certain criteria to distinguish between bona fide municipal activities and other quasi-public entities not sponsored by the municipality and therefore, not subject to coverage by the “Fund”, and

**Whereas**, it has been determined that in order to be covered by the “Fund” an organization or activity meet the test that its function is of the type that historically municipalities have undertaken themselves or have provided with insurance coverage and/or is one which advances a bona fide local public purpose on a non-profit basis typically met by local government, the benefits of which are available to the municipality in general; and

**Whereas**, the Borough has asked the “Fund” to extend General Liability and non-owned Automobile Liability Coverage to the following entities:

- Class I – Allendale Firemen’s Relief Association
- Class I – Allendale Volunteer Firemen’s Association
- Class I – Allendale Exempt Firemen’s Association
- Class I – Allendale Junior Fire Association
- Class I – Allendale Community Emergency Response Team
- Class III – XYZ Senior Citizens
- Class III – Friends of the Library
- Class III – Allendale Historical Society
- Class III – Holiday Observers
- Class III- Allendale Garden Club
- Class III – Allendale Volunteer Goose Patrol
- Class IV – Allendale Recreation Committee
- Class IV – Crestwood Lake Swim Team
- Class IV – Aleoop
- Class IV – Allendale Sports Alliance
- Class IV – Fell House – Concerned Citizens of Allendale

**Whereas**, the Borough wishes to list the following sports program activities that are covered under the Allendale Recreation Committee:

- Soccer – 5 years
- Soccer – 13 to 15
- Soccer – 12 & Under
- Basketball – 13 to 15
- Basketball – 12 & Under
- Kickball – 12 & Under
- T-Ball – 12 & Under
- Softball – 12 & Under
- Softball – 13 to 15
- Baseball – 12 & Under
- Baseball – 13 to 15
- Volleyball – 12 & Under
- Volleyball – 13 to 15
- Traveling Softball – 13 to 15
- Traveling Softball – 12 & Under

**Now, Therefore, Be It Resolved** by the Borough Council of the Borough of Allendale as follows:

It is hereby certified that the above listed organizations exist within the Borough of Allendale as a bona fide charitable, educational, or recreational activity of the municipality and is, in fact an organization that supports and/or provides services to the municipality in general and as such is sponsored or subsidized directly or indirectly by the municipality.

The Borough of Allendale does hereby request that this organization described herein be named as an additional insured for General Liability and Non-owned Automobile Liability Coverage in accordance with the applicable limits and restrictions.

**Resolution 19-33**

**Appointment of Police Chaplain**

**Be It Resolved** that Father Raphael Iannone of Saint Joseph's Church in New Paltz, New York and Father Michael Allen of Trinity Episcopal Church in Allendale, New Jersey be and are hereby appointed as Police Chaplains of the Borough of Allendale for the year 2019.

**Resolution 19-34**

**Appointment of Zoning Officer**

**Whereas**, the Borough of Allendale is in need of the services of a Zoning Officer.

**Now, Therefore, Be It Resolved** that Anthony Hackett is hereby appointed to the aforementioned position to be effective January 1, 2019 for a term to expire December 31, 2019.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-35**

**Appointment of Property Maintenance Officer**

**Whereas**, the Borough of Allendale is in need of the services of a Property Maintenance Officer.

**Now, Therefore, Be It Resolved** that Michael Limatola is hereby appointed to the aforementioned position to be effective January 1, 2019 for a term to expire December 31, 2019.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-36**

**Volunteer Tuition Credit Program**

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**Whereas**, the Mayor and Council of the Borough of Allendale in the County of Bergen, deems it appropriate to enhance the recruitment of volunteer firefighters and emergency medical volunteers in the Borough of Allendale, and

**Whereas**, the State of New Jersey has enacted P.L. 1998, c. 145 which permits municipal governments to allow their firefighting and emergency medical volunteers to take advantage of the Volunteer Tuition Credit Program at no cost to the municipal government.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale in the County of Bergen that the Volunteer Tuition Credit Program as set forth in P.L. 1998, c. 145 is herewith adopted for volunteer firefighters and emergency medical volunteers in the municipality, and

**Be It Further Resolved** that the Municipal Clerk is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under the P.L. 1998, c. 145, a copy of which is herewith made part of this resolution.

**Resolution 19-37**

**Appointment of Administrative Officer**

**Whereas**, Ron Kistner was appointed Administrative Officer of the Borough of Allendale on August 27, 2015 by Resolution 15-251; and,

**Whereas**, Ron Kistner has performed all of the necessary functions of the Administrative Officer;

**Now, Therefore, Be It Resolved**, by the Mayor and Council of the Borough of Allendale that Ron Kistner is hereby re-appointed Administrative Officer of Allendale pursuant to Code Section 53-48 et. seq. for the one year term of January 1, 2019 to December 31, 2019; and,

**Be It Further Resolved** that the annual salary for the position of Administrative Officer shall be commensurate with the 2019 Salary Ordinance; and

**Be it Further Resolved** that the Mayor, Chief Financial Officer, Municipal Attorney and Municipal Clerk are authorized to take all appropriate actions so as to implement this resolution.

**Resolution 19-38**

**Appointment of Board of Trustees  
Allendale Housing, Inc.**

**Whereas**, Allendale Housing, Inc. has been incorporated since September 12, 2008; and,

**Whereas**, it is necessary to appoint a Board of Trustees; and,

**Whereas**, there shall be seven (7) Trustees; six (6) Trustees from the general public and one (1) Trustee from the Council of the Borough of Allendale.

**Now, Therefore, Be It Resolved**, that Mayor Ari Bernstein is appointed as Trustee representing the Municipal Council for a term ending December 31, 2019.

**Resolution 19-39**

**Appointment of Qualified Purchasing Agent**

**Be It Resolved** by the Governing Body that Joseph Citro is hereby appointed as Qualified Purchasing Agent effective until December 31, 2019.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-40**

**Appointments to Allendale Senior Housing Board of Trustees**

**Be It Resolved** that the following individuals are hereby appointed as representatives to Allendale Senior Housing for the period specified:

NAME		TERM EXPIRES
Liz Homan	Allendale Senior Housing	December 31, 2019
Ari Bernstein	Allendale Senior Housing	December 31, 2019

**Resolution 19-41**

**Appointment of Crestwood Lake Director**

**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 Tom Viscardi as the Lake Director for Crestwood Lake for the 2019 swim season.

**Resolution 19-42**

**Donation of Crestwood Lake Season Pass  
To Allendale Foundation for Educational Excellence**

**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 donation of a family (parents and children) Crestwood Lake 2019 Season Pass to the Allendale Foundation for Educational Excellence.

**Resolution 19-43**

**Appointment of Water Collector**

**Whereas**, the Borough of Allendale is in need of the services of a Water Collector.

**Now, Therefore, Be It Resolved** that M. Alissa Mayer is hereby appointed to the aforementioned position to be effective January 1, 2019 for a term to expire December 31, 2019.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-44**

**Appointment of Licensed Water Operator  
of the Sewer Department**

**Be It Resolved and Noted** that pursuant to the current contract with Suez Water (formerly known as United Water), Suez Water has appointed Anthony Bruno as the licensed Water operator of the Water Department.

**Resolution 19-45**

**Authorization to Hire and Appointment of Part-Time CCO Inspector**

**Whereas**, a need for a part-time CCO Inspector exists in the Borough; and

**Whereas**, Fred W. Depkin is qualified for said position;

**Now, Therefore Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Fred W. Depkin is hereby hired and appointed a part-time CCO Inspector for the year 2019.

**Resolution 19-46**

**Appointment of Director of Operations**

**Whereas**, there is a need to appoint a Director of Operations for the Borough of Allendale.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it does hereby appoint Ron Kistner as Director of Operations.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-47**

**Appointment of Deputy Municipal Clerk**

**Whereas**, pursuant to Chapter 53-52.1 of the Code of the Borough of Allendale a Deputy Municipal Clerk shall be appointed for a term of one year commencing on January 1 and terminating December 31.

**Now, Therefore, Be It Resolved** that Michelle Ryan is hereby appointed to the position of Deputy Municipal Clerk effective January 1, 2019 for a term to expire December 31, 2019.

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**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-48**

**Appointment of Crew Chiefs  
for the Department of Public Works**

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following appointments and corresponding salaries be made:

Dan Richards	Crew Chief	\$10,000 annually
Richard McDowell	Crew Chief	\$3,000 annually
John Pasquino	Crew Chief	\$3,000 annually

**Be It Further Resolved** that the foregoing appointment and accompanying compensation be made effective as of January 1, 2019, and expire on December 31, 2019.

**Be It Further Resolved** that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

**Resolution 19-49**

**Appointment of Court Officials**

**Whereas**, the Borough of Allendale requires the professional services of a Judge, Prosecutor, Alternate Prosecutor, Public Defender and Alternate Public Defender for the calendar year 2019; and,

**Whereas**, it is anticipated that the expenditure for each of such professional services will not exceed the sum of \$17,500 in said calendar year and therefore, the "Pay to Play" Statute and Regulations do not apply to these appointments; and,

**Whereas**, the Chief Financial Officer in accordance with the Local Public Contracts Law has duly certified that adequate funds have been or will be appropriated in the 2019 temporary or permanent budget for fees reasonably required by each of such professionals in the appropriate line items in said budget(s).

**Now, Therefore, Be It Resolved** by the Governing Body of the Borough of Allendale that the following appointments are hereby made:

Municipal Judge: Harry D. Norton, for a term of three years commencing January 1, 2019 until December 31, 2021 and until a successor is appointed and qualified pursuant to NJSA 2B:12-4a;

Municipal Prosecutor: Richard Rosa, Esq., for a term of one year commencing January 1, 2019 until December 31, 2019 and until a successor is appointed and qualified pursuant to NJSA 2B:25-4a;

Alternate Prosecutor: John Guerin, Esq., for a term of one year commencing January 1, 2019 until December 31, 2019;

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Public Defender: Robert Metzdorf, Esq., for a term of one year commencing January 1, 2019 until December 31, 2019 and until a successor is appointed and qualified pursuant to NJSA 2B:24-4a;

Alternate Public Defender: Matthew Miller, Esq., for a term of one year commencing January 1, 2019 until December 31, 2019;

**Be It Further Resolved** that the Mayor and Borough Clerk are authorized to execute contracts with each of the said professionals and to take all of the steps necessary to carry this resolution into effect; and,

**Be It Further Resolved** that the foregoing appointments are made without competitive bidding under the provisions of the Local Public Contracts Law which exempts from competitive bidding “professional services” rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law.

**Resolution 19-50**

**APPOINTING A COORDINATOR FOR THE  
BOROUGH’S EMERGENCY TELEPHONE SYSTEM**

**WHEREAS**, the Borough of Allendale is required pursuant to State law and the regulations of the State Department of Treasury to appoint a coordinator for the Borough’s emergency telephone 9-1-1 System; and

**WHEREAS**, the municipal coordinator of the 9-1-1 System is responsible for maintaining a plan for enhanced emergency services throughout the Borough and for developing such revisions to the plan as may be necessary for review by the Mayor and Council of the Borough; and

**WHEREAS**, the Borough is empowered by law to appoint and employ professionals, technical advisors and experts as the Borough may determine to be necessary for its efficient operation; and

**WHEREAS**, the Borough has received a written recommendation from George Scherb, Chief of Police of the Allendale Police Department, requesting the appointment of Police Officer Michael T. Dillon as the municipal coordinator of the 9-1-1 System; and

**WHEREAS**, the Mayor and Council of the Borough are desirous of appointing Police Officer Michael T. Dillon to serve as municipal coordinator for the 9-1-1 System in accordance with the requirements and procedures mandated under N.J.S.A. 52: 17C-1 et seq., and N.J.A.C. 17:24-5.1 et seq.,

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, as follows:

1. That Police Officer Michael T. Dillon of the Allendale Police Department is hereby appointed to serve as the municipal coordinator for the Borough’s 9-1-1 System.

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2. That Police Officer Michael T. Dillon shall perform all such duties and carry out all of the responsibilities as set forth in the existing plan for enhanced emergency services throughout the Borough and in accordance with the requirements and procedures mandated under N.J.S.A. 52: 17C-1 et seq., and N.J.A.C. 17:24-5.,1 et seq.,
3. That no further action of the Borough shall be required.

**Resolution 19-51**

**Approval of 2019 Temporary Budget**

**Whereas**, 40A:4-19 Local Budget Act provides that (where any contracts, commitments or payments are to be made prior to the final adoption of the 2019 budget) temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and,

**Whereas**, the date of this resolution is within the first thirty days of 2019; and,

**Whereas**, the total appropriations in the 2018 Budget, less appropriations made for capital improvement fund, debt service and relief of the poor (public assistance) are as follows:

General	\$11,829,551
Water Utility	\$ 1,354,275

**Whereas**, 26.25 percent of the total appropriations in the 2018 Budget, less appropriations for capital improvement fund, debt service and relief of the poor (public assistance) in the said 2018 Budget is as follows:

General	\$ 3,105,257
Water Utility	\$ 355,497

**Now, Therefore, Be It Resolved** by the Mayor and Borough Council of the Borough of Allendale, County of Bergen, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records.

**Resolution 19-52**

**WHEREAS**, the police departments in Bergen County have a day to day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order, and

**WHEREAS**, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riot, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, riots, terrorist incidents and bombings, state and national emergencies, and

**WHEREAS**, the Bergen County Police Chief's Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies, and

**WHEREAS**, this Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. App. A:9-40.6, and

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**WHEREAS**, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

**WHEREAS**, it is also recognized that the Allendale Chief of Police, in accordance with the provisions of N.J.S.A. 40A:14-119 and under the authority of the Bergen County Prosecutor, has the authority to assign officers to a Task Force, Rapid Deployment Team, or Regional SWAT Team operated in conjunction with the Bergen County Prosecutor's Office, and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of Allendale to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chief's Association.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that the police Department of the Borough of Allendale under the direction of the Chief of Police, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force, and

**BE IT FURTHER RESOLVED** that a copy of the Resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, and all municipalities in the County of Bergen.

**Resolution 19-53**

**TEAMSTERS SALARY RESOLUTION**

**Be It Resolved** that the following are the salaries for Borough employees for the year 2019. All salaries are retroactive to January 1, 2019.

Steve Cameron, DPW Laborer	\$60,880
Dan Davis, DPW Laborer	\$60,880
Dan Davis, Crew Chief (Effective 1/1/19 - 1/4/19)	\$4,000
Ray Frazier, DPW Laborer	\$60,880
Richard McDowell, DPW Laborer	\$60,880
Richard McDowell, Crew Chief	\$3,000
Jim Moritz, DPW Laborer	\$60,880
John Pasquino, DPW Laborer	\$48,244
John Pasquino, Crew Chief	\$3,000
Dan Richards, DPW Laborer, Mechanic	\$60,880
Dan Richards, Crew Chief	\$10,000
Layne Simon, DPW Laborer	\$68,921
Layne Simon, Water Projects Coordinator	\$3,500
Lonnie Simon, DPW Laborer	\$57,434
Standby, Weekly	\$325

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**Resolution 19-54**

**SALARY RESOLUTION**

**Be It Resolved** that the following are the salaries for Borough employees for the year 2019. All salaries are retroactive to January 1, 2019.

Jean Manus, Board of Health/Registrar/Tax Assessor Clerk	\$49,979
Carol Savoy, Bookkeeper	\$43,860
Nancy Donnelly, Tax/Finance Clerk	\$55,224
Linda Garofalo, Land Use Administrative Assistant	\$40,800
Tatiana Marquis, Administrative Assistant	\$39,780
Diana Bradley, Administrative Secretary, Police	\$37,885
Michael, Schell, Radio Police Dispatcher, Full-time	\$36,720
Anthony Iacovo, Radio Police Dispatcher, Full-time	\$37,255
Chelsea Ferrara, Radio Police Dispatcher, Full-time	\$36,720
Stephanie Geisler, Building Department Technical Assistant, P/T Hourly	\$26.53
Gina Wittmaack, Administrative Assistant, P/T Hourly	\$16.83
Tyler Yaccarino, Clerk Typist, P/T Hourly	\$15.92
Tyler Yaccarino, Webmaster	\$1,500

**Resolution 19-55**

**POLICE SALARY RESOLUTION**

**Be It Resolved** that the following are the salaries for Borough employees for the year 2019. All salaries are retroactive to January 1, 2019.

Kevin Azevedo, Police Officer (1/1/19 - 1/17/19)	\$83,684
Kevin Azevedo, Police Officer (1/18/19 - 12/31/19)	\$93,350
Michael Dillon, Police Officer	\$137,753
Todd Griffith, Sergeant	\$152,048
Jamie Hillgardner, Police Officer (1/1/19-1/17/19)	\$83,684
Jamie Hillgardner, Police Officer (1/18/19-12/31/19)	\$93,350
Sean Hubbard, Police Officer	\$140,352
William Kroepke, Sergeant	\$152,048
Scott Kuenzel, Police Officer	\$140,352
Terry Lawler, Sergeant	\$152,048
John Mattaice, Sergeant	\$152,048
Vincent Rizzo, Police Officer	\$131,256
Dan Rosendahl, Police Officer (1/1/19 - 7/15/19)	\$93,350
Dan Rosendahl, Police Officer (7/16/19-12/31/19)	\$103,017
Dan Rosendahl, Detective	\$1,500

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Paul Stettner, Police Officer	\$142,952
Victor Bartoloma, Police Officer (1/1/19 – 1/29/19)	\$74,017
Victor Bartoloma, Police Officer (1/30/19 - 12/31/19)	\$83,684
Alex Helmer, Police Officer (1/1/19 – 7/21/19)	\$54,142
Alex Helmer, Police Officer (7/22/19 – 12/31/19)	\$63,713

**Resolution 19-56**

**Authorized Shared Service Agreement with NorthWest Bergen County Utilities Authority for NJ Licensed Sewer Operator Services**

**Whereas**, the Borough of Allendale seeks to enter into an agreement with the Northwest Bergen County Utilities Authority to provide Licensed Sewer Operator Services for the period January 1, 2019 to December 31, 2019 pursuant to the terms of the Shared Service Agreement.

**Now, Therefore Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby authorized the Mayor and Municipal Clerk to sign a Shared Service Agreement offered through the NorthWest Bergen County Utilities Authority (NBCUA) for sewer operator services effective January 1, 2019 until December 31, 2019.

**Resolution 19-57**

**Approval of Shared Service Agreement with the NorthWest Bergen County Utilities Authority for Sanitary Sewer Cleaning**

**Whereas**, the Borough of Allendale seeks to enter into an Interlocal Agreement with the Northwest Bergen County Utilities Authority whereby provide sanitary sewer jetting services on an as needed basis to the Municipality for the years 2019 and 2020; the Municipality will pay to the NWBCUA a per foot price of fifty-one cents (\$0.51) in 2019 and a per foot price of fifty-two cents (\$0.52) in the year 2020.

**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 authorizes the Mayor and Municipal Clerk to sign a Shared Service Agreement offered through the NorthWest Bergen County Utilities Authority (NBCUA) for sanitary sewer jetting services effective January 1, 2019 until December 31, 2020.

**Resolution 19-58**

Authorize Mayor to Sign Agreement  
Shared Service Agreement  
For TV Inspection

**Be It Resolved** that the Mayor is hereby authorized to sign a Shared Service Agreement for TV Inspection with the Northwest Bergen County Utilities Authority for the years 2019 and 2020.

**Resolution 19-59**

**Award of Janitorial Services Contract  
to Guy's Maintenance, Inc.**

**Whereas**, the Borough finds the need to contract certain janitorial services; and,

**Whereas**, a Request for Quotes for 2019 Janitorial Services was sought by the Borough's Director of Operations on December 11, 2018; and

**Whereas**, the deadline to submit quotations and pricing was December 21, 2018 at 12 noon; and

**Whereas**, Guy's Maintenance Co., Inc. was the only vendor responsive; and

**Whereas**, the proposal by Guy's Maintenance Co., Inc. was deemed to be the lowest responsive, responsible proposal; 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 a contract for standard Janitorial Services be awarded to Guy's Maintenance Co., Inc. located at 49 Cherokee Avenue, Allendale, NJ 07401 for the term January 1, 2019 to December 31, 2019, in the amount of \$2,425.00 per month for a total yearly amount of \$29,100.00; and

**Be It Further Resolved** that the Borough also wishes to contract with Guy's Maintenance Co., Inc. for specialty services on an as-needed basis, not to exceed \$2,500 in total, for the term January 1, 2019 to December 31, 2019, in accordance with the pricing contained in their proposal.

**Be It Further Resolved** that this contract shall commence as of January 1, 2019 and conclude on December 31, 2019.

**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 with Guy's Maintenance Co. for the above services.

**Resolution 19-60**

**Appoint Acting Court Administrator**

**WHEREAS**, the Municipal Court of the Borough of Allendale finds it necessary to appoint a person as Acting Court Administrator, as part-time, as needed; and

**WHEREAS**, Sherri D'Alessandro, CMCA, has the appropriate certifications and has been appointed to the position of Municipal Court Administrator in the Municipality of Upper Saddle River.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Allendale

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that Sherri D'Alessandro, CMCA is hereby appointed as Acting Court Administrator; and

**BE IT FURTHER RESOLVED**, as required by N.J.S.A. 2B:12-10(b), the pay rate is \$20 per hour, not to exceed \$2,000 annually.

**Resolution 19-61**

**Appointment of Police Physician**

**Be It Resolved** that the following physician is hereby designated as the Police Physician for the Borough of Allendale for the year 2019:

Jerald Hershman, M.D.

***Unfinished Business:***

There was no unfinished business.

***New Business:***

There was no new business.

***Council Committee Reports and Comments***

The members of the governing body waived their Committee Reports.

***Mayor's Report:***

Mayor Bernstein read the following statement:

“Good evening, everyone.

I will try to keep this brief and resist the urge to wax philosophic about what this position means to me.

However, suffice it to say that I am beyond honored at the opportunity to serve as the mayor of Allendale.

This chair had been occupied by great people, people with great ideas and great visions for this borough.

I know that because I have been a beneficiary of those efforts and those visions for all of my life.

As many of you know, I was born and raised in Allendale. I grew up here. I went to school here. Hillside, Brookside and Northern Highlands. Like Jim Strauch, Tyler Yaccarino, Chris Kunisch, Matt O'Toole, Joanne Hart, the Chief and many others.

I am one of those people who won't leave. Better said, I am part of that group of people that grew up here, understood and witnessed the charm and magic of Allendale, and looked to be a part of its future.

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Now, to sit on this dais, as the Mayor, is beyond humbling and such an honor.

Allendale is a special community. That is one of the reasons why people like me don't leave.

We have a rich history. This town has been created, formed, molded and led by great people, people with great ideas, and people who have made great contributions to Allendale.

People like Stiles and Lillian Thomas, who played such a key role in preserving the Celery Farms.

At the last meeting last week, we honored Stiles and Lillian Thomas. What Stiles and Lillian did for Allendale is beyond words. You would be hard pressed to find any people who did more for Allendale and acted more selflessly than these two (2) individuals.

At this very dais and over the Borough's history, you will find a plethora of people who have served Allendale selflessly...for their love of the borough and all for the benefit of the Allendale.

I am honored to be a part of this rich history as we move forward.

THANK YOU!

There are too many people to thank... Too many to name, and if I name 10, I am leaving out 20 names.

That being said, I need to give thanks to certain people.

First, to my family...being on the council takes a lot of time... time away from your family. I have been on the council for 12 years, that's a lot of missed dinners. To my family that has endured my absence, and supported me on this journey...THANK YOU for your support and love.

And I know that this is true for everyone's family. The hours are long...the pay is ZERO. Contrary to the rumors on the campaign trails, there is no salary, no health insurance, and no pension. Nothing. We do this because it is a labor of love.

To everyone on the campaign team that worked tirelessly to help us get elected including:

Tyler Yaccarino  
Matt O'Toole  
Jackie McSwiggan  
Susanne Lovisolo  
Tom White  
Mike Sirico,  
Amy Wilczynski  
Ed O'Connell

What you did for us was remarkable. Your tireless efforts were astounding. From all of us, thank you.

To Mayors Emeritus Vince Barra and Liz White:

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I am standing on the shoulders of giants. I am standing on your shoulders. I was fortunate enough to serve with the both of you for the last 12 years. I saw the hours, days, weeks, months and years of giving of yourself, of your time, of your resources for Allendale. I witnessed, firsthand, the selfless contributions, the willingness to fight and keep fighting to preserve the charm of Allendale and make it a great place to live and to raise a family.

I hope to be able to rise to the mantle of the office.

#### THE ROAD AHEAD

I am very excited about the challenges that lie ahead for us.

We are at a pivotal time in the borough.

The acquisition of 220 and 230 West Crescent Avenue puts us at the helm of our destiny...of our future. We are ready to move forward.

That being said, the financial constraints for the Borough are, seemingly, never-ending. The unfunded mandates from the State make it difficult to navigate and the “low hanging fruit” is long gone.

But we will do as we have done in the past. We will move forward in a manner and direction that is in the best interest of Allendale.

We are very aware that our job is to, quite simply, invest in the borough’s infrastructure, keep the level of municipal services up, and the tax burden for the residents down. We know our mission and we will continue steadfastly in that direction.

To my Council...Amy, Liz, Jim, Steve, and Ed...To the five 5 of you: We are a team. I am so fortunate to have you with me. I fully support you and I know that you fully support me.

And to everyone...please know what a sacrifice it is to sit up here...on a daily basis. The hours spent at the meetings, between the meetings, phone calls, emails, days, nights, and week-ends. If you want to know what kind of commitment it is to be a councilperson, ask their spouses. They will tell you.

We may not always agree on everything and, in fact, contrary to popular belief, we don’t agree on everything...but we share our thoughts and ideas, work through areas of disagreement and try to find a solution that is the best for Allendale...for all of Allendale.

I am thrilled to have them by my side and on my side.

During this past election, we saw a side of Allendale that I had never seen before. We saw vitriol and partisanship that was not consistent with any part of Allendale that I could recognize.

As I said on November 6<sup>th</sup>, after the election results were tallied...that is all behind us. The only path is forward; forward for everyone...as a Borough...irrespective of political affiliation.

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While I am the Mayor of Allendale, this governing body will strive to approach each and every issue, large and small, with openness, transparency, good faith and respect, while trying to find the best solution for all of Allendale.

We hope you will join us on that journey.

And so to you, our residents.....we want to hear from you. We represent you. We want to know what you like and what you don't like. We want to know what your thoughts and ideas are for the borough.

Just as Mayor Barra started with citizen's committees, and as was continued by Mayor White, we are going to keep reaching out to you, all of you...irrespective of political party and request that you work with us, to join a committee, to get involved, and to be a part of the process.

And we want you to contribute...irrespective of political party. Whether you are a republican, democrat, independent, no party affiliation, it does not matter to me and I know it does not matter to this Council. We don't care. That is not what Allendale is about.

The only thing we care about is what is best for Allendale.

So, in closing, I want to sincerely thank you for the support that you showed to me, Jim and Liz during this past year and thank you for the support that you have provided to this entire Counsel.

It is truly appreciated.

After this meeting is over, we are going to have to some food and drinks here...and then, I strongly suggest that we all meet at the Allendale Bar and Grill, so that we can raise a glass, make a toast, and have a drink to honor and celebrate the future of Allendale.

Thank you!"

**Staff Reports:**

Ray Wiss, Municipal Attorney, congratulated Mayor Bernstein, Councilwoman Homan, and Councilman Strauch and thanked the entire governing body for his reappointment.

Anne Dodd, Municipal Clerk, Ron Kistner, Administrative Officer/Director of Operations, and Alissa Mayer, CFO, also congratulated Mayor Bernstein, Councilwoman Homan, and Councilman Strauch and expressed that they look forward to working with them.

Councilwoman Wilczynski added that this campaign was unlike any before and she commended Mayor Bernstein, Councilwoman Homan, and Councilman Strauch for handling it with grace.

**Public Comment on any issue:**

Analise Forlenza, 96 Lakewood Ave, Ho-Ho-Kus, and Ariana Resnick, 128 Dimmig Road, Upper Saddle River, advised that they were involved in a DECA Chapter project at Northern Valley

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Regional High School regarding civic consciousness which focused on voting called “Sign Up to Speak Up.” They explained the specifics of their project and advised that one aspect was to meet with Mayor Bernstein. They commented that his intelligence, insight, and vision was inspiring to them and was the basis of their project as he was involved in an active campaign. They noted that they learned so much about the voting process, the importance of voting, and being civically aware, not just locally, but across the country. They congratulated Mayor Bernstein, Councilwoman Homan, and Councilman Strauch on winning the election and thanked Mayor Bernstein for playing a crucial role in their project.

Mayor Bernstein recognized Assemblyman Christopher DePhillips and Assemblyman Kevin Rooney as well as retired Judge Edward Torack who are all present in the audience 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 8:18 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk