

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
January 31, 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 Raymond Wiss
Municipal Clerk Anne Dodd

A Work Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, NJ on January 31, 2019. The meeting was called to order at 7:32 p.m. by Mayor Ari Bernstein who asked that the Municipal Clerk read the open public meetings statement:

“In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building, published in the Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger.”

Public Comment:

No one came forward.

Administration:

A. BAN – Determination & Award Certificate

Mayor Bernstein explained that this Bond Anticipation Note is a rollover of existing debt from a prior obligation in the amount of \$1,035,000. He noted that the interest earned will be kept tax exempt for Federal tax purposes. He advised that Resolution #19-74 is listed on the Consent Agenda which reaffirms the Borough's tax-exempt status and designates this BAN as a tax-exempt obligation.

B. Shade Tree Commission/Hiring of Certified Arborist

Councilwoman Wilczynski advised that the Facilities, Parks and Recreation Committee is examining the ordinance that governs the Shade Tree Commission which is entrusted with protecting the Borough's parks and residents. She explained that the committee is determining how the ordinance can be streamlined in order to make it workable for Allendale.

Mayor Bernstein commented that he listed this item on the agenda in order to make the governing body aware that the potential hiring of a certified arborist as well as to whom this person would report is being discussed in committee.

Ron Kistner, Administrative Officer/Director of Operations, explained that it is difficult to find volunteers to fill the positions on the Shade Tree Commission. He commented that, in order to better serve the residents, he is strongly recommending that there be a Shade Tree Consultant appointed who is an expert arborist. He advised that the Borough receives approximately 8 to 10 requests per month concerning Borough trees as well as property maintenance complaints

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regarding trees on private property. He advised that, if hired, he plans to limit this consultant to no more than 4 hours per month, and as part of his or her duties, a written report will be provided as to whether a tree needs to be removed.

C. Agenda Review

Mayor Bernstein reviewed the Regular Session agenda. He advised that the January 17th Closed, Work and Regular Session Minutes are listed for approval. He noted that the new councilperson will be sworn in this evening, commenting that this appointment is being made to fill the vacancy created by his election as Mayor. He advised that there are two ordinances listed for adoption, Ordinance 19-01 which establishes the 2019 salary ranges for Borough employees and Ordinance 19-02 which adds additional fees to Chapter 100-3 entitled Building Construction Fees of the Borough Code.

Mayor Bernstein then reviewed the resolutions on the Consent Agenda. He highlighted Resolution #19-76 and advised that this resolution appoints the Borough Auditor. He commented that the Borough was wonderfully served for many years by Charles Ferraioli and much of the Borough's financial success is attributed to his stewardship. He explained that, after due diligence was done, it was decided to appoint Lerch, Vinci and Higgins as the Borough Auditor for 2019. He noted that this auditing firm one of the biggest in Bergen County and comes with a wealth of experience.

Councilwoman Wilczynski added that the CFO was an integral part of this process as she will be working closely with this firm.

With respect to Resolution #19-78, Councilwoman Wilczynski advised that this proposal is being authorized as part of the Downtown Beautification project which is being funded through a NJ DOT grant. She explained that lighting conduits need to be installed and Neglia Engineering is being retained to perform these services.

D. Mayor's Report

Due to time constraints, this agenda item was carried to the Regular Session.

E. Council Reports

Councilman O'Connell – Land Use

Councilman O'Connell reported that he has scheduled a Land Use Committee meeting on February 11th.

With respect to Public Works, Councilman O'Connell advised that the DPW spread 200 tons of salt on Saturday, January 19th and Sunday, January 20th and 150 tons of salt were spread this past Sunday. The department has also been preparing spring equipment. Potholes will be addressed when the temperatures become warmer.

Councilman Homan – Water, Sewer and Public Utilities

Councilwoman Homan advised that there was a meeting with representatives from Suez resulting from the recent loss in water pressure to discuss improvements that can be made from both an

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operational and communication standpoint during these situations. Suez has put into place additional monitoring tools and communication enhancement. She noted that an additional report from Suez is expected tomorrow regarding additional concerns that are being addressed.

Mayor Bernstein commended Councilwoman Homan for the phenomenal job that she is doing in leading this committee.

Councilwoman Homan advised that they have also been addressing estimated reads and encouraged anyone who receives an estimated bill to contact Suez to have their meter checked.

Councilman Sasso – Administration, Finance and Human Resources

As Councilman Strauch was away, Councilman Sasso announced that the Public Safety Committee met a week ago today. He commented that this meeting was focused on the budget preparation. He advised that the Allendale Police Department went through its reaccreditation a few days ago which went very well. The Allendale Fire Department was on standby last night for the Marcal fire.

Mayor Bernstein added that there was discussion regarding protocol for communicating to the public during an emergency. Residents are encouraged to sign up for SwiftReach and to check the website and Facebook during emergencies as important information is posted to these sites.

Councilman Sasso recommended that, when a situation occurs, residents go to an official page to obtain information.

With respect to the Administration, Finance and Human Resources Committee, Councilman Sasso advised that this committee has not met since the last Mayor and Council meeting.

Mayor Bernstein noted that a training session providing an overview on the budget process will be scheduled on February 14th from 6 p.m. to 7 p.m. for governing body members.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski reported that the Facilities, Parks and Recreation Committee has been working on the Crestwood Lake budget. It is anticipated that the band shell will be installed by Memorial Day. Several bands are looking to play at Crestwood this summer. She advised that GovPilot has been working well. She noted that she has also been involved in matters regarding 220 and 230 West Crescent Avenue. She thanked Councilwoman Homan for doing a great job in handling the water situation.

Councilman Strauch – Public Safety

Councilman Strauch noted that he received an estimated water bill, and after contacting Suez, it was discovered that he has a defective meter which will be replaced. He thanked Councilman O'Connell and Councilman Sasso for reporting on his respective committees and commented that he looks forward to working with both of them this year.

F. Staff Reports

Due to time constraints, this agenda item was carried to the Regular Session.

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G. Correspondence

There were no correspondence items.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:59 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk