

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
March 14, 2019

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

ABSENT: None

ALSO PRESENT: Borough Attorney Raymond Wiss
Municipal Clerk Anne Dodd

A Regular Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, NJ on March 14, 2019. The meeting was called to order at 8:00 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.”

The Mayor led those present in a salute to the flag.

Approval of Minutes:

Motion by Councilwoman Wilczynski, second by Councilwoman Homan, that the Minutes of February 28, 2019 Work Session and February 28, 2019 Regular Session are approved.

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

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

Public Comment

No one came forward.

Consent Agenda

- A. **19-93**/Approval of Bill List
- B. **19-94**/Authorize Agreement – 2019 Commercial Ground Maintenance – High Mountain Landscaping, Inc.
- C. **19-95**/Authorize Refunds – Water Overpayments – Various Properties
- D. **19-96**/ Authorize Transfer of Overpayment – Block 1604 Lot 8
- E. **19-97**/Approve Interlocal Shared Services Agreement – Waldwick Well-Baby Clinic
- F. **19-98**/Authorize Agreement – 2019 Street Sweeping – TSS Facility Services
- G. **19-99**/Authorize Emergency Temporary Budget Appropriations

Motion by Councilman O’Connell, second by Councilman Sasso, that the Consent Agenda be approved.

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

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

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

Resolution 19-93

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 March 14, 2019 in the amounts of:

Current Fund	\$827,556.56
Payroll Account	\$227,485.61
General Capital	\$3,425.00
Animal Fund	\$0.00
Grant Fund	\$0.00
COAH/Housing Trust	\$675.82
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$2,297.00
Water Operating	\$0.00
Water Capital	\$500.00
Total	\$1,061,939.99

Resolution 19-94

Approval of Agreement for 2019 Commercial Ground Maintenance

Whereas, there is a need for landscaping services for the 2019 Commercial Ground Maintenance Program; and

Whereas, an agreement was authorized via Resolution 17-123 with High Mountain Landscaping, Inc. for the 2017 Commercial Ground Maintenance Program; and

Whereas, the Borough of Allendale wishes to extend the contract for a period of one year; 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 landscaping services for the 2019 Commercial Ground Maintenance with High Mountain Landscaping, 101 Ballentine Drive, North Haledon, New Jersey 07508 in the amount of \$34,345.00; and

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

Resolution 19-95

Water Overpayment

BE IT RESOLVED by the Council of the Borough of Allendale that the Water Collector is hereby authorized to issue the following refund checks for overpayments on the accounts listed below and charge same to Water Rents for 2019:

Account Number	Name	Amount
3117927935326	Allendale Corporate Center	\$3,976.69
3112125345815	Allendale Corporate Center	\$3,277.95
3113864024276	Elizabeth Gallagher	\$22.41

Resolution 19-96

TRANSFER OF OVERPAYMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Chief Financial Officer is hereby authorized to transfer the following overpayment listed below from Water Utility to the Current Fund for payment of 2019 Property Taxes:

<u>Block/ Lot</u>	<u>Property Location</u>	<u>Amount</u>
1604/8	224 Brookside Avenue	\$2,922.36

Resolution 19-97

**Approval of 2019 Interlocal Service Agreement With
Waldwick for Well Child Care Services through the Waldwick Well-Baby Clinic**

Whereas, there is a need for Well Child Services in the Borough of Allendale; and,

Whereas, the Waldwick Board of Health is able to provide Well Child Services as mandated by the Public Health Council of the State of New Jersey; and

Whereas, the Waldwick Board of Health has agreed to provide Well Child Services for the 2019 Calendar year in the amount of a one-time \$125 administrative fee and a \$35 per child per visit fee and a \$20 per child fee for immunizations only, to be billed directly by the medical provider; and,

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

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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 contract between the Borough of Allendale and the Waldwick Board of Health; and,

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

Resolution 19-98

**Award of Street Sweeping Services Contract
to TSS Facility Services, Inc.**

Whereas, the Borough finds the need to contract street sweeping services; and,

Whereas, a Request for Quotes for Monthly Sweeping Services was sought by the Borough's Director of Operations on February 16, 2019; and

Whereas, the deadline to submit the quotations and pricing was February 26, 2019 at 12 noon; and

Whereas, TSS Facility Services, Inc. was responsive; 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 street sweeping services be awarded to TSS Facility Services, Inc., 999 Rahway Avenue, Union, New Jersey 07083 for the term March 1, 2019 to December 31, 2019, in the amount of \$1,375.00 per month for a total amount of \$13,750.00 for the contract term; 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 with TSS Facility Services, Inc. for the above services.

Resolution 19-99

Authorizing Emergency Temporary Budget Appropriations

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2019 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund	
Buildings & Grounds, O.E.	7,000

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Zoning Official	7,100
Municipal Alliance, O.E.	1,000
Sewer, O.E.	2,000
TOTAL OPERATING FUND	\$17,100

2. That said emergency temporary appropriation will be provided in the 2019 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

Council Committee Reports and Comments

Councilman Homan – Water, Sewer and Public Utilities

Councilwoman Homan thanked the Allendale Fire Department for housing the Girl Scout cookies at the firehouse. She announced that the next Water, Sewer and Public Utilities Committee meeting is scheduled on March 19th. Although the committee has not met, she advised that there has been a lot of contact among the members of this committee regarding individual accounts.

Councilman O’Connell – Land Use and Construction Code

Councilman O’Connell advised that the Land Use and Construction Code Committee met this past Monday. He commended Mike Limatola for the great job that he is doing as the Property Maintenance Officer. Revisions to the portion of the Borough Code pertaining to outdoor cafes were sent to Borough Attorney Wiss to prepare an ordinance for introduction at the March 28th Regular Session.

Councilman Strauch provided background information on how Mr. Limatola became involved at the Celery Farm and thanked him for doing such a great job for this community.

Councilman Sasso noted that the Celery Farm 2019 Calendar is available for purchase, the proceeds of which go to the Fyke Nature Association.

Mayor’s Report:

Mayor Bernstein reported that a legal analysis of the Borough Code was completed last year in order to ensure that all chapters are consistent with each other as well as with State statute. He noted that this analysis was recently distributed to the governing body members and requested that the relevant portions be reviewed in each of their respective committees to determine whether any action should be taken. He further advised that the most recent Code Supplement was just authorized.

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Mayor Bernstein, together with Councilwoman Wilczynski and Councilman Sasso, met with the Financial Advisory Committee last week at which time the proposed budget was reviewed. He noted that a lot of great ideas were received and will be implemented going forward. A budget committee meeting is scheduled tomorrow morning at 8 a.m.

Last Saturday, Mr. Kistner and Mayor Bernstein visited Hasbrouck Heights Borough Hall in order to get design ideas for the new Borough Hall that is planned to be constructed at 220 West Crescent Avenue. The same day, Mayor Bernstein, Mr. Kistner, Tyler Yaccarino, Webmaster, and Jim Coban, IT Consultant, attended a cyber security seminar in Ridgewood. Mayor Bernstein noted that the Borough is currently doing all it can to protect against a cyber attack. A meeting will be scheduled with Borough employees to relay the information that was learned at this seminar.

The Vision Committee will be meeting on Monday at 7 p.m. at Borough Hall. He expressed that, although this committee has solely been focused on the vision of 220 and 230 West Crescent Avenue, it is anticipated that the scope of this committee will be expanded.

Mayor Bernstein met with the Library Board of Trustees earlier this week to discuss their strategic planning for the next few years.

On Monday, Mayor Bernstein served on the Eagle Scout Review Board for a young man who has applied to become an Eagle Scout, commenting that this scout passed his review.

Mayor Bernstein advised that he also attended the Facilities, Parks and Recreation, Public Works, and Administration, Finance and Human Resources Committee meetings.

Staff Reports:

Ray Wiss, Municipal Attorney, reported that a lot of time has been spent in meetings and conferences calls with the Borough committee, representatives from Hampshire, and Borough professionals regarding 220 and 230 West Crescent Avenue. Time has also been spent on the compliance aspect of the fair share housing plan, with interface taking place with Mary Beth Lonergan, Affordable Housing Consultant. The proposed ordinance changes that were sent by Mr. Kistner will be drafted for introduction at the next meeting. There has also been interface with Mr. Kistner with respect to personnel issues and Chief Scherb concerning a Junior Police Program and Special Law Enforcement Officers (SLEO.)

Anne Dodd, Municipal Clerk, advised that she has received 14 OPRA requests to date this month and 79 requests total for year. Garage sale permit applications are now available to complete online through GovPilot. Receipt of the compost permit hang tags is expected tomorrow and permits will begin to be issued on Monday. She noted that the compost permit application will also be available to complete online through GovPilot.

Ron Kistner, Administrative Officer/Director of Operations, advised that he has no report.

Public Comment on any issue:

Walter Widmer, 38 Hamilton Avenue, requested further information on the cyber attacks referenced earlier.

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Councilwoman Wilczynski explained that municipalities are being targeted, and via email, viruses are being sent and employees are being locked out of their system.

Mayor Bernstein noted that the referenced incident took place in another municipality in Northwest Bergen County and emphasized that Allendale has not been hacked. Despite the fact that Allendale has not been hacked, Mayor Bernstein explained that there have been attempted hacks on all municipalities and this seminar focused on prophylactic measures that municipalities should be taking to prevent attacks, and in the event of an attack, what steps should be taken.

Adjournment:

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilwoman Wilczynski, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:19 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk