

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
April 11, 2019

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

ABSENT: Councilmember Matthew O’Toole

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 April 11, 2019. The meeting was called to order at 7:30 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:**

Kristen Tsarnas, 74 Heights Road, requested an update on the Heights Road property that has been under construction for several years.

Mayor Bernstein advised that Ron Kistner, Administrative Officer/Director of Operations, should be in attendance shortly and would provide an update upon his arrival.

**Administration:**

A. Agenda Review

Mayor Bernstein reviewed the Regular Session agenda. He advised that Resolution #19-112 authorizes the temporary capital budget which provides interim financing for the capital items included in the bond ordinance being introduced this evening. He noted that Resolution #19-113 appoints Michael Dillon as Assistant Fire Chief and commented that he and the governing body are thrilled that Assistant Chief Dillon is willing to step up in this capacity.

With respect to the ordinances that are scheduled for adoption, Mayor Bernstein explained that Ordinance 19-04 is a routine ordinance that is adopted every year and allows the Borough to budget 3.5% over the previous year’s budget appropriations. He advised that this ordinance is adopted as a prophylactic measure, and as it is not anticipated that these funds will be used, they will be banked. Ordinance 19-05 provides for a four-foot pedestrian right-of-way in order to establish an outdoor café.

Mayor Bernstein advised that Ordinance 19-06 is a bond ordinance for capital items, noting that the Budget Committee held numerous meetings to plan for this portion of the budget. Councilman Sasso added that all departments were requested to keep their capital requests as low as possible and great cooperation was received from everyone involved. He noted that the number reached has allowed taxes to remain low while services are maintained. Councilwoman Wilczynski commented

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
April 11, 2019

that, with this ordinance, the governing body is meeting its obligation to maintain the infrastructure and the streets. She thanked all departments for sharpening their pencils and noted that, within the capital budget, there are reimbursements through grants.

Mayor Bernstein then reviewed the resolutions on the Consent Agenda. Councilwoman Wilczynski advised that Resolution #19-115 establishes the fees for the 2019 Crestwood Lake Season, and although resident rates remain the same, the non-resident as well as playground fees have been increased. She explained that these increases are due to the minimum wage increases that will significantly impact the Crestwood Lake salary line. She advised that the newsletter reflecting these rate changes should be delivered in the near future.

As Mr. Kistner was now in attendance, Mayor Bernstein requested that he provide an update on the Heights Road property. Mr. Kistner reported that he has touched base with Boswell Engineering who informed him that water will be pumped out of the hole on April 18<sup>th</sup> and it will be backfilled soon thereafter.

Ms. Tsarnas inquired whether the hole that was dug for the foundation would also be addressed.

Mr. Kistner advised that, although he does not currently have information on that aspect of the project, he will be onsite on the 18<sup>th</sup> and will speak with the engineer at that time.

Mr. Tsarnas expressed concern that there will still be a property maintenance issue if the foundation is not addressed.

Mayor Bernstein responded that he is happy to meet with Ms. Tsarnas and any other residents on Heights Road to discuss this matter further.

## B. Council Reports

### **Councilman Strauch** – Public Safety

Councilman Strauch advised that the Public Safety Committee met on the 2<sup>nd</sup> Tuesday of the month. The reaccreditation certificate for the Allendale Police Department will be presented at the May 23<sup>rd</sup> Mayor and Council meeting by a member of the NJ State Association of Chiefs of Police. Officer Bartoloma and Officer Hillgardner recently underwent firearms training, and as they are instructors, the information learned during this training will be relayed to the rest of the department. Several members of the Police Department attended a cyber security seminar which provided valuable information and it has been recommended that additional Borough employees attend. Although there have been several arrests over the past month, the APD is working closely with the Bergen County Sheriff as well as surrounding municipalities to keep Allendale safe. Councilman Strauch advised that he attended Career Day at Northern Highlands Regional High School and noted that Officer Hillgardner also attended to present law enforcement as a viable career path. Officer Hillgardner is taking the lead on the internship program and Officer Azevedo is organizing the Junior Police Academy. It is anticipated that there will be a May 1, 2019 deadline to submit the application to participate in the Junior Police Academy. Councilman Strauch announced that the next Public Safety Committee meeting is scheduled on May 7<sup>th</sup> at 5:30 p.m.

Mayor Bernstein advised that a resolution to authorize the Junior Police Academy as well as the SLEO Class III will be listed on the next Mayor and Council meeting agenda.

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
April 11, 2019

**Councilwoman Wilczynski** – Facilities, Parks and Recreation

Councilwoman Wilczynski stated that the DPW is working diligently to prepare Crestwood Lake for the upcoming season. New sprinklers and electric are being installed at Field 2. The band shell has been ordered and it is anticipated that this project will be completed by Memorial Day. The Downtown Streetscape project is being coordinated with Neglia Engineering. The newsletter should be arriving in residents' mailboxes within the next day or so. This weekend is the Holiday Observers' Easter Egg Hunt. Spring recreation programs have started and the fields are all in use this weekend. The Goose Patrol will be at the lake this weekend. There will be a meeting tomorrow on the Mural Restoration project.

**Councilman Sasso** – Administration, Finance and Human Resources

Councilman Sasso advised that the Administration, Finance and Human Resources Committee is in the process of scheduling its next meeting.

Mayor Bernstein noted that there have been staffing issues in several departments and he expressed gratitude to those employees who have stepped up and gone above and beyond their typical duties to help keep the Borough running.

**Councilwoman Homan** – Water, Sewer and Public Utilities

Councilwoman Homan stated that there has been planning to address items on the water agenda in between committee meetings. She advised that Layne Simon of the DPW brought her and Councilman O'Toole to the Fairhaven and Ramsey Tanks to explore and share ideas. She noted that residents should be receiving their 1<sup>st</sup> quarter water bill and requested that this bill be reviewed by residents to ensure that it is not estimated. The next Water, Sewer and Public Utilities Committee meeting is scheduled on April 24<sup>th</sup> at 8 a.m.

**Councilman O'Connell** – Land Use and Construction Code

Councilman O'Connell reported that the Land Use and Construction Code Committee met this past Monday. It was discovered that revisions to the portion of the Borough Code pertaining to neon lights were never incorporated. Ed Sniekus, Borough Planner, has been requested to review this portion of the code and his suggestions for proposed revisions will be brought back to the committee for discussion.

On behalf of Councilman O'Toole, Councilman O'Connell advised that the DPW will be completing the spring cleanup this week. The monthly street sweeping is expected to be completed by next week. Four tons of asphalt have been used to address potholes throughout the Borough. Dan Richards, Crew Chief, is inspecting flags throughout the Borough and ordering replacements for those that are worn or tattered.

C. Mayor's Report

Mayor Bernstein announced that there was a Vision Committee meeting on April 2<sup>nd</sup>. He commented that it was a very insightful meeting and noted that many good ideas were shared. There was discussion regarding 220 and 230 West Crescent Avenue, and in particular, the proposed Senior Center.

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
April 11, 2019

Mayor Bernstein and Councilman Sasso attended the Land Use Board meeting last night.

This Saturday, Mayor Bernstein will be attending the Northwest Bergen Mayors' meeting which will feature the Bergen County Sheriff.

Numerous meetings regarding 220 and 230 West Crescent Avenue have been held. The due diligence period is still ongoing and the Borough will be looking to extend this period until May 15<sup>th</sup> as ancillary agreements are still being negotiated.

Mayor Bernstein reminded the governing body members that, if they have not already done so, they must file their Financial Disclosure Statement by April 30<sup>th</sup>.

D. Staff Reports

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

E. 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 8:00 p.m.

Respectfully submitted

Anne Dodd, RMC  
Municipal Clerk