

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
May 9, 2019

PRESENT: Mayor Ari Bernstein and Councilmembers Liz Homan (arrived at 7:40 p.m.), 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 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 May 9, 2019. The meeting was called to order at 7:31 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.

As Councilwoman Homan was not yet in attendance, Mayor Bernstein announced that the Budget Presentation will be held later in the meeting.

Administration:

A. Bond Anticipation Note Sales – Determination & Award Certificates

Mayor Bernstein advised that there are two Determine & Award Certificates included in the agenda packet the Bond Anticipation Note (BAN) sale. He noted that this sale was discussed previously and the certificates have been provided to the governing body for informational purposes.

B. Agenda Review

Mayor Bernstein reviewed the Regular Session agenda. He advised that Resolution #19-120 will be withdrawn from the agenda. With respect to Ordinance 19-08, which is being introduced this evening, Borough Attorney Wiss explained that the regulations governing COAH have been amended and certain revisions are required to bring Chapter 81 of the Borough Code into compliance with the current version of the Statute. He commented that the revisions are ministerial and the language was recommended by Mary Beth Lonergan, COAH Planner.

Mayor Bernstein advised that Resolutions #19-128 through #19-131 all pertain to the budget, a presentation on which will be given by Paul Lerch, Borough Auditor. He highlighted Resolution #19-130 and noted that the budget is being amended as the capital portion has increased from when the budget was initially introduced.

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Mayor Bernstein then reviewed the resolutions on the Consent Agenda. With respect to Resolution #19-135, he explained that the Borough of Ramsey is the lead agency of the Northwest Bergen Cooperative Pricing Program and this resolution authorizes a contract with Mike Fitzpatrick & Son, the lowest responsible, responsive bidder, for the 2019 Road Resurfacing Program. In terms of Resolution #19-136, which authorizes execution of a limited release with Andersen Logistics & Andersen Windows, he advised that Andersen Windows had been a tenant at 230 W. Crescent Avenue. This agreement, negotiated by Borough Attorney Wiss, requires that \$45,000 be paid to the Borough in order to fulfill Andersen's obligation under the lease. Mayor Bernstein commented that Resolution #19-137 appoints Bruno Associates as a Grant Writer, explaining that this company will assist the Borough in finding and applying for grants.

Presentations:

A. Budget Presentation – Presented by Paul Lerch, Registered Municipal Accountant

Paul Lerch, Borough Auditor, advised that, as the Borough met certain financial criterion, he and the CFO were permitted to review the budget to ensure that it is appropriate and adequate on the funding side. He provided an overview and breakdown of revenues and appropriations, giving a comparison of the 2018 to 2019 amounts, and noted that surplus is stable and utilization is consistent. A 10% increase in revenues is anticipated with the biggest increases being in interest on investments and construction code fees. State aid remains the same and he noted that the increase in miscellaneous revenue, consisting of grants and reserve for payment of debt service, is offset with the paydown of principle on notes. He reviewed the sources of revenue, the largest of which is from taxation. He advised that the 2019 amount to be raised by taxation is \$1,192,976 below the Tax Levy CAP. He reviewed the spending analysis and noted that spending has been relatively flat. He advised that there is an approximately \$40,000 reduction in the general government side due to a reduction in engineering costs. He pointed out that there was also a significant reduction in the cost of health benefits which he expressed is not likely to be seen again. With respect to the increase in Police Services spending, he noted that this increase is typical and is mainly due to the increase in the salary and wage line. He then reviewed where the appropriations are allocated and noted that the Borough's budget CAP spending is \$503,589 below the CAP. In terms of the tax rate apportion, he commented that the County and school portions are not within the Borough's control and advised that there is an estimated 2% increase in the levy. He expressed that the average increase in the municipal portion of the tax bill will be \$47.

Mayor Bernstein remarked that the budget begins at zero and there were many versions prior to reaching the final numbers. He noted that the departments were requested, on several occasions, to reexamine requests and it was a collective effort to balance investing in infrastructure while keeping expenses down. He thanked the members of the governing body as well as the Department Heads and especially acknowledged Councilman Sasso, Councilwoman Wilczynski, Ron Kistner, Administrative Officer/Director of Operations, Alissa Mayer, CFO, and Paul Lerch for their efforts and guidance during the process.

Councilman Sasso expressed gratitude to Mayor Bernstein for his guidance throughout the process as well as to the CFO, Department Heads, and the Borough Professionals.

Administration (Continued):

C. Mayor's Report

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

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D. Council Reports

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

E. Staff Reports

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

F. 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 7:57 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk