

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
July 25, 2019

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

ABSENT: Councilmember Liz Homan

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 July 25, 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.

Presentations:

A. Proclamation – National Night Out

Mayor Bernstein announced that National Night Out will take place at Crestwood Lake on Tuesday, August 6th at 5 p.m. He then read the following proclamation into the record:

**Proclamation
In Honor Of
National Night Out**

WHEREAS, the National Association of Town Watch (NATW) is sponsoring a unique, nationwide crime, drug and violence prevention program on August 6th, 2019 entitled "National Night Out"; and

WHEREAS, the "36th Annual National Night Out" provides a unique opportunity for the Borough of Allendale to join forces with thousands of other communities across the country in promoting cooperative, police-community crime prevention efforts; and

WHEREAS, the USRA Coalition plays a vital role in assisting the Allendale Police Department through joint crime, drug and violence prevention efforts in the Borough of Allendale and is supporting "National Night Out 2019" locally; and

WHEREAS, it is essential that all citizens of the Borough of Allendale be aware of the importance of crime prevention programs and impact that their participation can have on reducing crime, drugs and violence in Allendale; and

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WHEREAS, police-community partnerships, neighborhood safety, awareness and cooperation are important themes of the "National Night Out" program;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Allendale do hereby call upon all Allendale citizens of the Borough of Allendale to join the USRA Coalition, the National Association of Town Watch in supporting "36th Annual National Night Out" on August 6th, 2019.

FURTHER, LET IT BE RESOLVED THAT, the Mayor and Council of the Borough of Allendale do hereby proclaim Tuesday, August 6th, 2019 as "NATIONAL NIGHT OUT" in Allendale.

Administration:

A. Agenda Review

Mayor Bernstein reviewed the Regular Session agenda. He advised that Ordinance 19-11, pertaining to awnings, canopies, and marquees, was referred to the Land Use Board for review and it was determined that it is not inconsistent with the Master Plan. He explained that Ordinances 19-12 and 19-13 both concern the Class III Special Law Enforcement Officer (SLEO III) position as Ordinance 19-12 establishes this position within the Police Department and Ordinance 19-13 sets the salary range for this position. Following the adoption of these ordinances, Mayor Bernstein advised that he will have the honor of swearing in the new SLEO III, William Wright, who will be appointed to this position via Resolution #19-190.

Mayor Bernstein then reviewed the resolutions on the Consent Agenda. He highlighted Resolution #19-195, thanking Mayor Emeritus White and Ron Kistner, Administrative Officer/Director of Operations, for their efforts in having this project come to fruition. He advised that the contract for the Franklin Turnpike Drainage project is being awarded to Onque Technologies and explained that the Borough will be reimbursed by Bergen County for all costs associated with this project with the exception of the cost for the installation of the sidewalks. He noted that there is a preconstruction meeting scheduled next week with the hope that this project will be completed by Labor Day.

With respect to Resolutions #19-196 and #19-197, Mayor Bernstein noted that both resolutions pertain to the 2018 audit. He explained that Resolution #19-196 certifies that the governing body has reviewed, at minimum, the section of the Annual Audit entitled "Comments and Recommendations" and Resolution #19-197 adopts a Corrective Action Plan with respect to the findings of the audit. He noted that there were two minor comments and requested that Alissa Mayer, CFO, provide further information.

CFO Mayer explained that the first recommendation was that refunds and insufficient funds for Crestwood Lake be inputted into the Community Pass as well as Edmunds. She noted that the Borough is working with Community Pass to determine how these transactions can be entered into this program, and once determined, staff will be trained. The second finding was that, in some instances, purchases were made prior to proper approval. CFO Mayer explained that there was staff turnover which contributed to this issue and training will be provided to both staff and Department Heads to address this issue.

With respect to Resolution #19-200, Mayor Bernstein noted that there was a typo as the total amount of the refund should read \$118,758.16.

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In order to ensure the safety of the Crestwood Lake patrons, Councilwoman Wilczynski explained that Resolution #19-203 formalizes a longstanding policy that umbrellas be anchored. She further explained that umbrella anchors will now be available to rent and Resolution #19-204 amends the 2019 Crestwood Lake fees to provide for this rental fee.

B. Council Reports

Councilman Strauch – Public Safety

Councilman Strauch reviewed police activity that has taken place over the past few weeks. Sgt. Lawler and Sgt. Kroepke attended School Resource Officer training in order to assist them in managing the new SLEO III position. The Child Car Seat Program will be rescheduled for the fall, the date for which is in the process of being selected. National Night Out, which will include food trucks, games and music, is scheduled to take place on Tuesday, August 6th from 5 p.m. to 8 p.m. at Crestwood Lake. This event is being cosponsored by Allendale, Upper Saddle River, Ho-Ho-Kus and Saddle River as well as the USRA Coalition. Officer Azevedo is gearing up for the Junior Police Academy which is scheduled to take place during the week of August 5th. There are currently forty 5th and 6th graders enrolled in this program and Councilman Strauch reviewed some of the activities in which the students will be participating. The next Public Safety Committee meeting is tentatively scheduled on August 7th.

Councilman O'Toole – Public Works

Councilman O'Toole reported that Dan Richards, DPW Crew Chief, is preparing snow removal equipment. Due to the recent storms and heavy rains, an extra sweeping of Borough streets took place this week. Borough lawns are scheduled to be treated tomorrow. A scheduled delivery of mulch was received after the last meeting and installed the weekend of the 13th and 14th. A letter was received complimenting the polished look of the Borough landscaping as a result of the mulch. Potholes throughout the Borough have been addressed which included those on Franklin Turnpike. The DPW has been busy assisting with emergencies which included water main breaks, flooding, and an electrical fire at the Allendale Firehouse. The ADA ramp project is complete and paving of Hillside, Brookside and West Orchard will commence shortly. Mr. Kistner will be coordinating with the County and Tilcon on a timeframe for paving to take place.

Councilman Strauch complimented everyone who assisted with the fire that took place on Monday night at the firehouse, noting the coordinated efforts of the DPW and emergency services.

On behalf of Councilwoman Homan, Councilman O'Toole advised that the power washing of the Fairhaven Tank has been completed and commented that it looks fantastic. Due to the large quantity of rain which has fallen in a short period of time, ground shifting has taken place which may be the cause of the recent water main breaks. The DPW team has been working to ensure that all fire hydrants are in working order. All residents are asked to familiarize themselves with how sump pumps work as they may use extensive water, resulting in a large bill for which the residents are responsible.

Councilman Sasso – Administration, Finance and Human Resources

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

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Due to time constraints, the remaining Council Reports were carried to the Regular Session.

C. Mayor's Report

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

D. Staff Reports

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

Mayor Bernstein announced that a request was received from a resident for her children to conduct a lemonade sale for charity on her property. He noted that this sale could trigger requirements under Chapter 194 of the Borough Code and advised that he will be requesting a motion under New Business to waive these requirements. He further advised that this chapter of the Borough Code will be reviewed in the Land Use Committee to determine whether sales of this nature can be exempted.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman O'Connell, second by Councilman O'Toole, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:58 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk