

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

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

ABSENT: Councilmember Edward O'Connell

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 November 14, 2019. The meeting was called to order at 8:01 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.

Due to time constraints, the following agenda items were carried from the Work Session.

**Presentations:**

- A. Report from Lee Memorial Library Board of Trustees

Mayor Bernstein thanked Ms. Durso and commented that what she, her staff, and the board do for the community is not lost on the members of the governing body. He noted that he is appointing Councilman O'Toole as the Council representative to the Library Board of Trustees.

**Administration:**

- A. Best Practices Inventory

Alissa Mayer, CFO, noted that the Best Practices Inventory is required by the State to be completed every year in order to assess the Borough's compliance with various laws and evaluate implementation of fiscal and operational best practices. The answers are used to determine whether the Borough receives its full Final Aid payment. The inventory consisted of 84 questions and contained survey questions to solicit information on a variety of topics including areas in which the municipality could benefit from the Division's new Local Assistance Bureau. Ms. Mayer reviewed the areas on which the inventory focused, advising that the Borough answered "yes" to 41 questions, "n/a" to 9 questions, "prospective" to 1 question, and "no" to 4 questions. With respect to the 29 unscored questions, she reported that the Borough responded "yes" to 13 questions, "n/a" to 5 questions, and "no" to 11 questions. She advised that, as a result, the Borough will receive its full portion of ETR aid.

Mayor Bernstein resumed the Regular Session agenda.

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

**Approval of Minutes:**

Motion by Councilman Sasso, second by Councilwoman Wilczynski, that the Minutes of October 24, 2019 Work Session and October 24, 2019 Regular Session are approved.

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

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

**Public Comment**

No one came forward.

**Consent Agenda**

As agenda review was not conducted during the Work Session, Mayor Bernstein provided a brief overview of the resolutions on the Consent Agenda. He advised that Resolution #19-235 calls for the legislature to form a study commission to review and examine the effects of OPRA on local government in order to perform a comprehensive reform of OPRA. He stated that Resolution #19-236 calls for the County to adopt a Wildlife Management and Action Plan, noting that the governing body has requested cooperation from the County on this issue in the past without a response.

With respect to Resolution #19-238, Borough Attorney Wiss explained that, as part of the Borough's affordable housing obligation under the settlement agreement with Fair Share Housing, the Borough is required to integrate low- and moderate-income units into the 220 and 230 West Crescent Avenue project. Mr. Harrison will handle this aspect of the project as he is a specialist in this area.

Councilwoman Wilczynski explained that Resolution #19-244 pertains to the CDBG grant which is being sought to purchase new and replace worn mobi mats at Crestwood Lake.

Councilman Strauch expressed his support of implementing a wildlife management plan, noting that it needs to be a County and Statewide effort.

- A. **19-234**/Approval of Bill List
- B. **19-235**/Request Study Commission to Review the Open Public Records Act
- C. **19-236**/Request County of Bergen to Develop a Wildlife Management & Action Plan
- D. **19-237**/Change in Custodian of Mayor & Council Petty Cash – Tatiana Marquis
- E. **19-238**/Appointment of Borough Professional – Attorney – Genova Burns LLC
- F. **19-239**/Hire of Police Dept Personnel – P/T Police Dispatcher – Nicholas Ghalam
- G. **19-240**/Cancellation of Taxes - Patricia E. Lorusso, Block 2101 Lot 1.2004
- H. **19-241**/Authorize Budget Transfers
- I. **19-242**/Increase Expenditure Limitation – Environmental Attorney – Susan C. Karp, Esq.
- J. **19-243**/Approval of Interlocal Court Agreement & Authorization for Mayor to Sign Interlocal Service Agreement
- K. **19-244**/Municipal Endorsing Resolution for FY20 Bergen County Community Development Block Grant Project

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

Motion by Councilwoman Homan, second by Councilman Strauch, that the Consent Agenda be approved.

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

|                       |                          |
|-----------------------|--------------------------|
| Councilwoman Homan:   | Councilman Sasso:        |
| Councilman O'Connell: | Councilman Strauch:      |
| Councilman O'Toole:   | Councilwoman Wilczynski: |

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

**Resolution 19-234**

**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 November 14, 2019 in the amounts of:

| <b>Bill List Numbers</b>                              | <b>November 14, 2019</b> |
|---|--------------------------|
| Current Fund  | \$3,680,461.86           |
| Payroll Account                                       | \$181,139.49             |
| General Capital                                       | \$16,961.35              |
| Animal Fund   | \$3.60                   |
| Grant Fund  | \$0.00                   |
| COAH/Housing Trust<br>Improvement &<br>Beautification | \$0.00                   |
| Unemployment Fund                                     | \$13,477.82              |
| Trust Fund  | \$0.00                   |
| Water Operating                                       | \$107,955.20             |
| Water Capital   | \$377.72                 |
| <b>Total</b>  | <b>\$4,000,377.04</b>    |

**Resolution 19-235**

**RESOLUTION CALLING FOR STUDY COMMISSION  
TO REVIEW THE OPEN PUBLIC RECORDS ACT**

**WHEREAS**, the Borough of Allendale strongly believes in and supports open transparent government, and that citizens and residents have the right to be informed about the workings of government in order to best participate in a democracy; and

**WHEREAS**, on January 8, 2002 then Acting Governor DiFrancesco signed into law the Open Public

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

Records Act (OPRA) which mandates that government records shall be available, with limited exceptions, for public access and simplifying the procedures for requesting such specific records; and

**WHEREAS**, the intent of the law was to provide the public with easy access to government records with an uncomplicated process for obtaining the records and eliminating bureaucratic red tape; and

**WHEREAS**, over the course of 18 years OPRA has been a positive light, but it has also been fraught with abuse and misuse, and has become an unanticipated financial cost to the taxpayers of New Jersey; and

**WHEREAS**, the Borough of Allendale has labored under a well-intended law that has spiraled out of control, due to the volume and nature of requests, the cost to taxpayers in responding to the requests, and the potential liability in having to pay disproportionate prevailing party attorney's fees should the requests turn into litigated matters, as well as the liability in determining which documents shall be released, with or without redaction, while attempting to maintain individual privacy; and

**WHEREAS**, it is not only the volume of OPRA requests that challenge our resources, but it is also the cost associated with reviewing, retrieving, and processing the OPRA request(s) by public entity personnel and counsel and possibly defending our action(s) before the Government Records Council or in Superior Court; and

**WHEREAS**, Borough of Allendale received and responded to 295 OPRA requests in 2017, 450 in 2018, and to date has received and responded to 428 requests as of November 1, 2019; and

**WHEREAS**, considerable time during each business day is dedicated by Borough of Allendale staff for responding to OPRA requests; and

**WHEREAS**, due to the often-conflicting case law and Government Record Council decisions, as well as the unique characteristics of OPRA request, the Borough of Allendale must often times rely on the municipal attorney to review certain OPRA requests, resulting in time focused on these matters instead of addressing other important Borough matters; and

**WHEREAS**, in 2018, alone, the Borough of Allendale received over 200 OPRA requests for copies of police reports from professionals seeking to promote their businesses' services; and

**WHEREAS**, with limited exceptions OPRA has not been amended to address the clear and apparent advancement in technology that has changed the way government records are created, stored, and/or transmitted; the various interpretive decisions; privacy concerns; abuse for commercial gain; and/or the ever-increasing cost to taxpayers; and

**WHEREAS**, as the current law approaches its twentieth (20<sup>th</sup>) anniversary it has outgrown its original intended use and has become ripe for comprehensive review and reform;

**NOW, THEREFORE BE IT RESOLVED** that the governing body of the Borough of Allendale appeals to the legislature to form a Commission comprised of Mayors, Municipal Clerks, Municipal Managers, Attorneys, Police Chiefs, open government advocates, privacy experts, members of the media, citizens and other appropriate stakeholders, to review and examine the effects of OPRA on

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

local government and the needs to be fulfilled by the law, and use the Commission's findings to perform a comprehensive reform of OPRA; and

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to Senator Kristin Corrado, Assemblymembers Kevin Rooney and Christopher DePhillips, Assembly Speaker Craig Coughlin, Senate President Stephen Sweeney, Senator Weinberg, Executive Director of the Government Records Council, the Governor of the State of New Jersey, the Municipal Clerks Association of New Jersey and New Jersey State League of Municipalities.

**Resolution 19-236**

**REQUEST COUNTY OF BERGEN DEVELOP A  
WILDLIFE MANAGEMENT & ACTION PLAN**

**WHEREAS**, the Borough of Allendale is a municipality with a population of approximately 6,800 residents located on 3 square miles in Northwest Bergen County, New Jersey; and

**WHEREAS**, the Borough of Allendale recognizes the importance of maintaining open space not only for recreation purposes, but for conservation and environmental sustainability; and

**WHEREAS**, the Borough of Allendale has demonstrated its commitment to conservation by preserving 71 acres known as Crestwood Park, 107 acres known as the Celery Farm Preserve as well as other wooded areas and parklands within the Borough; and

**WHEREAS**, adjacent municipalities in Northwest Bergen County have substantial wooded areas and parklands; and

**WHEREAS**, the County of Bergen has nearly 9,000 acres of parkland, almost half of which are located within five miles of the Borough of Allendale; and

**WHEREAS**, diverse wildlife including birds, mammals, fish, reptiles, insects, non-predatory and predatory animals inhabit these areas; and

**WHEREAS**, wildlife management is essential for the conservation of wildlife species, including control of overabundant predatory and non-predatory species whose populations can cause environmental imbalance and harm to other wildlife as well as to human beings; and

**WHEREAS**, wildlife management requires cooperation of governmental entities beyond the borders of individual municipalities and can be effective when implemented in collaboration with public land stewards on all levels, especially beyond individual municipalities; and

**WHEREAS**, the Borough of Allendale has taken action to address wildlife management; and

**WHEREAS**, the State of New Jersey, Department of Environmental Protection, Division of Fish and Wildlife has adopted a Statewide Wildlife Action Plan; and

**WHEREAS**, the County of Bergen maintains recreation and conservation areas throughout the entire county but has not adopted a Wildlife Action Plan for Bergen County to manage diverse habitats and to control species diversity in close proximity to the human population; and

**WHEREAS**, there is an over-population of certain wildlife species; and

**WHEREAS**, the overpopulation of wildlife species such as coyotes has led to recent attacks and caused injuries, not only to wildlife animals, but also to human beings and domestic animals in Northern Bergen County; and

**WHEREAS**, the overpopulation of deer has denuded our wooded areas and causes approximately 26,000 vehicle accidents annually in New Jersey, including some resulting in the death of drivers; and

**WHEREAS**, funding and grants to develop Wildlife Management and Action Plans may be available.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that the Borough requests the County of Bergen to prepare a Wildlife Management and Action Plan which will provide for both conservation of wildlife and control of predatory and non-predatory wildlife populations on all county and municipal recreation and conservation properties.

**BE IT FURTHER RESOLVED**, that copies of this resolution be forwarded to the Bergen County Executive James Tedesco, Bergen County Board of Chosen Freeholders, Senator Kristin Corrado, Assemblymembers Kevin Rooney and Christopher DePhillips, Allendale's Animal Control Officer and the 13 municipalities that comprise Northwest Bergen County.

**Resolution 19-237**

#### **Change in Custodian of Petty Cash Fund**

**WHEREAS**, Gina Wittmaack was custodian of the Mayor and Council's Petty Cash Fund; and

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Borough of Allendale Mayor and Council is changing custodians to Tatiana Marquis; and

**WHEREAS**, Tatiana Marquis is bonded in the amount of \$1,000,000.00 by virtue of a surety bond.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Allendale, County of Bergen, State of New Jersey hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

**Resolution 19-238**

#### **Appointment of Borough Professional – Attorney**

**WHEREAS**, the Borough of Allendale requires the service of professionals for the calendar year 2019; and,

**WHEREAS**, it is contemplated that the temporary and permanent budgets will contain the necessary appropriations estimated to be reasonably required for each such professional service; and,

**WHEREAS**, the professional named herein will be required to execute a contract for the services to be rendered which shall set forth the compensation for such services therein; and,

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

**WHEREAS**, a Certification of availability of funds has been received from the Chief Financial Officer or that such funds will be encumbered by Purchase Order on an as-needed basis pursuant to the provisions of NJAC 5:30-5.4 et seq.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that the following appointment be and is hereby made for the year 2019:

William F. Harrison, Esq. of the firm of Genova Burns, LLC - Attorney

**BE IT FURTHER RESOLVED** that the contract is being awarded as a non-fair and open contract, pursuant to the provisions of NJSA 19:44A-20.5;

The compensation for the aforesaid position to be established by a contract for such services, in an amount not to exceed \$5,000, absent further authorization from the Borough of Allendale, which contract shall be executed by the professional named herein; and,

**BE IT FURTHER RESOLVED** that the aforesaid appointment was made without competitive bidding under the provisions of NJSA 40A:11-5(1)(a) which excepts from competitive bidding Professional Services rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law; and,

**BE IT FURTHER RESOLVED** that the appropriate Borough Officials be and they are hereby authorized to execute contracts with the professional named herein for the services to be rendered; and,

**BE IT FURTHER RESOLVED** that the compensation to be paid for the professional named herein shall not exceed the budget appropriation for such services unless properly ordained in accordance with law.

**Resolution 19-239**

**Hire of Police Department Personnel – P/T Police Dispatcher - Nicholas Ghalam**

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Nicholas Ghalam be hired for the following positions in the Allendale Police Department at the corresponding hourly rate effective November 15, 2019:

|                                      |         |
|--------------------------------------|---------|
| Radio Police Dispatcher, P/T, Hourly | \$15.92 |
|--------------------------------------|---------|

**Resolution 19-240**

**Cancellation of Taxes**

**WHEREAS**, the applicant, Patricia E. Lorusso Block 2101 Lot 1.2004, applied and was approved for permanent and total disability through the Department of Veteran Affairs;

**WHEREAS**, the Municipal Tax Assessor had reviewed and approved the application as of January 31, 2019.

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

**NOW, THEREFORE, BE IT RESOLVED**, that the Tax Collector is hereby authorized to cancel real estate taxes assessed to the aforesaid property for an amount of \$3,468.08 for 3<sup>rd</sup> quarter and 4<sup>th</sup> quarter 2019 in the amount of \$3,410.78.

**Resolution 19-241**

**BUDGET TRANSFERS**

WHEREAS, Budget Transfers are permitted during the last two months of the current year and the first three months of the following year;

NOW THEREFORE, BE IT RESOLVED, BY THE Mayor & Council of the Borough of Allendale that the following transfers be made between the following 2019 Budget Appropriations:

| DEPARTMENT               | ACCOUNT         | FROM            | TO              |
|--------------------------|-----------------|-----------------|-----------------|
| <b>CURRENT FUND</b>      |                 |                 |                 |
| Crestwood, O,E.          | 9-01-28-371-012 | \$20,000        |                 |
| Salary & Wage Adjustment | 9-01-28-371-063 |                 | \$20,000        |
| PFRS                     | 9-01-30-411-012 | \$2,670         |                 |
| <b>Total Transfers</b>   | 9-01-36-474-000 |                 | \$2,670         |
|                          |                 | <b>\$22,670</b> | <b>\$22,670</b> |
| <b>WATER UTILITY</b>     |                 |                 |                 |
| Salary & Wages, O.T.     |                 |                 |                 |
| Water Purchase           | 9-05-20-501-014 |                 | \$3,000         |
| <b>Total Transfers</b>   | 9-05-20-501-301 | \$3,000         |                 |
|                          |                 | <b>\$3,000</b>  | <b>\$3,000</b>  |

**Resolution 19-242**

**Whereas**, the Borough of Allendale by Resolution 19-217 has previously engaged Susan C. Karp, Esq. as Environmental Attorney for the calendar year 2019;

**Whereas**, there is an ongoing need for services by Susan C. Karp, Esq;

**Whereas**, an expenditure limitation of \$10,000 was set, absent further approval by Resolution of the Governing Body;

**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 Governing Body of the Borough of Allendale that Susan C. Karp, Esq. shall continue to provide such services as were authorized by Resolution 19-217, and as previously set forth in the proposal incorporated by reference in such Resolution;

**Be It Further Resolved** that the expenditure limitation for services provided and to be provided by Susan C. Karp, Esq. be and hereby is increased from \$10,000.00 to \$30,000 unless further approved by resolution of the Governing Body;

**Be It Further Resolved** that the foregoing appointment is made without competitive bidding as a professional service, which is exempt from such requirements pursuant to law;

**Be It Further Resolved** that a copy of this Resolution be filed with the Municipal Clerk and be made available for inspection.

**Resolution 19-243**

**Approval of Interlocal Court Agreement &  
Authorization for Mayor to Sign  
Interlocal Service Agreement**

**Whereas**, there is a need for a Municipal Court Administrator in the Borough of Allendale; and

**Whereas**, N.J.S.A. 40:8-A-1 et seq., the Interlocal Services Act, authorizes agreements between municipalities for the provision of services by one to the other; and

**Whereas**, N.J.S.A. 2B-12-1c authorizes two or more municipalities to provide jointly for supplies and employees for their municipal courts without establishing a joint municipal court; and

**Whereas**, the Borough of Allendale seeks the services of a Municipal Court Administrator through the Municipal Court of Ho-Ho-Kus as set forth in the Interlocal Service Agreement; and

**Whereas**, the Chief Financial Officer has certified that sufficient funds will be available in the 2020 budget for this contract as set forth in the Interlocal Service Agreement;

**Now, Therefore, Be It Resolved** that the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, approve the Interlocal Service Agreement for Municipal Court Administrator services effective January 1, 2020 through December 31, 2020; and

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

**Resolution 19-244**

**MUNICIPAL ENDORSING RESOLUTION FOR FY20 BERGEN COUNTY COMMUNITY  
DEVELOPMENT BLOCK GRANT PROJECT**

**WHEREAS**, a FY20 Bergen County Community Development Block Grant (CDBG) totaling approximately \$50,000 has been proposed by the Mayor and Council of the Borough of Allendale for an “ADA Compliant Matting System” at Crestwood Lake within the Borough of Allendale; and

**WHEREAS**, the proposed scope of work is considered eligible due to its area benefits and its intention to eliminate physical barriers to access which will enable vulnerable populations to enjoy this public facility; and

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

**WHEREAS**, pursuant to the State Interlocal Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body; and

**WHEREAS**, the aforesaid project is in the best interest of the people of the Borough of Allendale; and

**WHEREAS**, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development funds.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Allendale hereby confirms endorsement of the aforesaid project; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution shall be sent to the Bergen County Division of Community Development (Robert G. Esposito, Director; Bergen County Division of Community Development; One Bergen County Plaza, 4th Floor; Hackensack, NJ 07601) so that implementation of the aforesaid project may be expedited.

***Unfinished Business:***

There was no unfinished business.

***New Business:***

There was no new business.

***Council Committee Reports and Comments***

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

Councilwoman Homan advised that all hydrant flushing has been completed with the exception of Franklin Turnpike and Forest Road, the reason for which is the higher speed limit requiring a special security truck to be present during flushing. Flushing will be completed on these roads in the very near future. There is currently only one hydrant left under repair which will be completed tomorrow. Councilwoman Homan reported that she attended a presentation on emerging technology to treat PFAS at Rutgers University. She noted that, although the Borough is currently below the maximum contaminant limit set by NJ DEP, a Request for Proposals will be prepared to explore treatment options for the future. It is planned that the RFPs will be received by the end of 2019 with the hope that feasibility studies will be conducted in 2020. The committee will be meeting with Suez tomorrow and on December 3<sup>rd</sup> and the regular committee meeting will take place on November 19<sup>th</sup>.

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

Councilman Sasso advised that the Administration, Finance and Human Resources Committee met earlier this week to discuss staffing and review the Borough's organizational chart. He commented that it was a very productive meeting.

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

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

Councilwoman Wilczynski reported that the due diligence period continues with respect to 220 and 230 West Crescent Avenue. She advised that the committee has been meeting with experts as well as working on the ancillary agreements. The Borough continues with its communication outreach to residents with the implementation of Constant Contact. A protocol for use of this communication tool will be devised. The Winter Newsletter is currently being prepared and departments have been requested to submit pertinent information for inclusion. She commented that the Veterans Day celebration was wonderful and expressed appreciation to the Holiday Observers for replacing the Hamilton tree. She also thanked Rich McDowell, DPW Laborer, for preparing the area for the event. She advised that Alex Valejo, Boy Scout, made book boxes that have been placed at Crestwood Lake and Orchard Common Park for his Eagle Scout project. Another Boy Scout has expressed interest in making improvements to the front entrance to Crestwood Lake. There was an ASA meeting this week as part of wrapping up the fall season. She expressed her hope that the members will volunteer again next year and thanked them for all that they do.

**Councilman O'Toole** – Public Works

Councilman O'Toole reported that the sprinkler lines have been drained and meters have been pulled in preparation for the cold weather. The American flags and planters in the downtown area are scheduled to be removed tomorrow morning and holiday decorations will go up next week. Monthly street sweeping is scheduled for next week. Fall recreation sports programs are finishing up this weekend and the winterizing of the fields will begin next week. Layne Simon has been overseeing several Suez projects taking place throughout the Borough. O&R has a repair order to fix a broken streetlight on Kayeton Road. The Public Works Committee is scheduled to meet tomorrow morning at 7:30 a.m.

**Councilman Strauch** – Public Safety

Councilman Strauch advised that the Public Safety Committee will be meeting on November 20<sup>th</sup> at 5:30 p.m. He noted that the public safety team continues to work to keep Allendale safe and functioning and commented on the ever-expanding training requirements that must be met.

***Mayor's Report:***

Mayor Bernstein congratulated Councilman Sasso and O'Toole on their reelection. He thanked Anne Dodd, Municipal Clerk, and her staff for the outstanding job that they did in overseeing the election. He expressed appreciation to Joe Chinnici, Commander VFW Post 10181, for his work on the Veterans Day celebration. He commented that he was honored to attend and recognize the veterans who were in attendance. He thanked Rich McDowell for the landscaping that was done at Acme in the area in which the Holiday Observers rededicated the Hamilton tree. He advised that the 2020 budget process has begun and noted that the governing body members should be working with Department Heads from their respective committees on budget requests. He reported that GovPilot will be implementing a new feature that will allow the public to see which modules are located at a property such as dog licenses and construction permits. These records will be available on the GIS map for the public to view which will enhance transparency, and hopefully, reduce OPRA requests. This feature will be launched on December 2<sup>nd</sup>. Mayor Bernstein announced that the Police Department received the platinum award at the AAA Northeast Community Traffic Safety Awards luncheon. He expressed appreciation to Sgt. Griffith and the entire Allendale Police Department for the outstanding job that they do in maintaining traffic safety.

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

**Staff Reports:**

Ray Wiss, Municipal Attorney, reported that significant time continues to be spent on 220 and 230 West Crescent Avenue. He noted that this project is at a very formative stage as the due diligence period starts to wind down and ancillary agreements are being prepared. He advised that he has been working with Ron Kistner, Administrative Officer/Director of Operations, on personnel and contract and negotiation matters. He advised that he took a seminar on ethics yesterday and lectured at Fairleigh Dickinson University today on public sector labor negotiations and internal affairs disciplinary matters.

Anne Dodd, Municipal Clerk, advised that she has received 32 OPRA requests since the last meeting and 445 requests to date this year. She reported that the General Election went smoothly and acknowledged Michelle Ryan, Deputy Clerk, and Gina Wittmaack, Administrative Assistant, who worked with her on election day. She also thanked Assistant Fire Chief Mike Dillon, Detective Vincent Rizzo, and Ron Kistner, Ray Frazier and Rich McDowell of the DPW for their assistance.

Alissa Mayer, CFO, advised that she has no report.

Ron Kistner, Administrative Officer/Director of Operations, stated that he and Chief Scherb have met with O&R to address the lack of communication regarding the Heights Road project. Road closure information is being posted to the website and this project is hoped to be completed before Christmas.

**Public Comment on any issue:**

No one came forward.

**Adjournment:**

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilman Strauch, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:38 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk