

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
January 23, 2020

PRESENT: Mayor Ari Bernstein and Councilmembers Liz Homan, Matthew O'Toole, Edward O'Connell, and Steve Sasso

ABSENT: Councilmembers Jim Strauch and Amy Wilczynski

ALSO PRESENT: Borough Attorney Raymond Wiss
Acting Municipal Clerk Michelle Ryan

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 January 23, 2020. The meeting was called to order at 8:00 p.m. by Mayor Ari Bernstein who asked that the Acting 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.

Mayor Bernstein requested a moment of silence in memory of Ms. Ryan's father who recently passed away.

Swearing In of Fire Department & Fire Prevention Officers

Mayor Bernstein swore in the following members of the Allendale Fire Department and Fire Prevention Bureau:

John Rubino III, Chief
Robert Policht, Assistant Chief
Todd Peterson, 1st Captain
Michael T. Dillon, 2nd Captain
David Baez, 1st Lieutenant
Michael Pini, 2nd Lieutenant
Kevin Todd, Fire Official

Mayor Bernstein told the officers that what they do for the town is hard to put into words as words fall short in expressing the Borough's true appreciation and gratitude. Mayor Bernstein stated that as we're running out, you're running in! They are truly there for the Borough. Mayor said that this is a happy moment for the Borough and we're thrilled to swear these officers in. Councilwoman Homan also expressed her gratitude.

Approval of Minutes:

Motion by Councilman Sasso, second by Councilman O'Toole, that the Minutes of January 6, 2020 Sine Die and the January 6, 2020 Reorganization Meeting are approved.

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

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
January 23, 2020

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

Public Comment on Agenda Items Only

No public came forward to comment.

Introduction of Ordinances

Motion by Councilman O'Toole that the following ordinance be introduced and passed on first reading and setting February 13, 2020 at 8:00 p.m. or as soon thereafter as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilman O'Connell.

The Acting Municipal Clerk read the title of the ordinance into the record:

ORDINANCE 20-01 – AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2020.

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

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

(See Ordinance 20-01 attached and made a part hereof.)

Consent Agenda

As there were no questions from the governing body, Mayor Bernstein requested a motion on the Consent Agenda items.

- A. **20-66**/Authorize Change Order No. One – Drainage & Sidewalk Improvements (The Woods) Franklin Turnpike Project – ONQUE Technologies
- B. **20-67**/Approval of Bill List
- C. **20-68**/Approve Salary Resolution – Fire Official
- D. **20-69**/Approve Salary Resolution – Fire Inspectors
- E. **20-70**/Authorize Agreement – West Bergen Mental Healthcare
- F. **20-71**/Authorize Budget Transfer
- G. **20-72**/Authorize Cancellation of Unexpended Balance of Contract –Neglia Engineering Associates – Lighting Improvements MA-2018 - West Allendale Avenue Streetscape
- H. **20-73**/Authorize Proposal – Neglia Engineering Associates – Streetscape & Lighting Improvements MA-2018/2019/2020 - West Allendale Avenue Streetscape

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

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
January 23, 2020

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:	absent
Councilman O'Toole:	aye	Councilwoman Wilczynski:	absent

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

(See Resolutions 20-66 through 20-73 attached and made a part hereof.)

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

Council Committee Reports and Comments

This agenda item was addressed during the Work Session.

Mayor's Report:

This agenda item was addressed during the Work Session.

Staff Reports:

This agenda item was addressed during the Work Session.

Public Comment on any issue:

Walter Widmer, 38 Hamilton Street, asked Councilwoman Homan to elaborate on the single use plastic bag ban that she had spoken about during the Work Session. Councilwoman Homan stated that she was speaking about the single use, grocery type of bags that go into landfills and are hard to recycle. Much of NJ and the country is starting to ban these types of bags. She is suggesting, for example, that in a grocery store, you could still utilize the bags to separate foods such as meat and produce, but ban the plastic bags to carry the groceries home. Customers would need to either bring their own bag or potentially there would be paper bags at the store. This is similar to what Paramus has done. Councilwoman Homan said that she has worked with Mr. Wiss to craft the parameters. Mr. Wiss stated that the ordinance has not taken shape yet. Mayor Bernstein said that it still needs to be introduced and there will be opportunities for discussion. Councilwoman Homan welcomes feedback and has started dialogue with the merchants and residents already. She feels it is important to move forward, but get it right.

No other public came forward to comment.

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
January 23, 2020

Adjournment:

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilman O'Connell, and unanimously carried, the meeting was adjourned at 8:16p.m.

Respectfully submitted,

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2020
ORDINANCE 20-01**

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2020.

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salaries of the following officers and employees of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below, effective January 1, 2020:

TITLE	MINIMUM	MAXIMUM
Deputy Municipal Clerk	\$48,000	\$64,000
Crew Chief	3,000	12,000
Clean Communities Coordinator/Certified Recycling Professional	2,000	3,000

All other provisions of the 2020 Salary Ordinance, if not amended herein, shall remain in full force and effect.

This ordinance shall take effect upon passage and publication as required by law.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-66

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

**CHANGE ORDER NUMBER ONE – DRAINAGE & SIDEWALK
IMPROVEMENTS (THE WOODS) FRANKLIN TURNPIKE PROJECT**

WHEREAS, the Borough Engineer has requested that certain changes are needed in the Drainage & Sidewalk Improvements (The Woods) Franklin Turnpike Project contact; and

WHEREAS, a net increase of \$34,069.58 will result from the actual quantities of work measured and performed; and

WHEREAS, the CFO has certified that sufficient funds are available.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Change Order Number One resulting in an increase of \$34,069.58, a 19.2455% increase in the original contracted amount, be approved for the Drainage & Sidewalk Improvements (The Woods) Franklin Turnpike Project Program, resulting in a new contract amount of \$211,090.10.

BE IT FURTHER RESOLVED that Change Order Number One in the increased amount of \$34,069.58 be approved for performance by ONQUE Technologies, Inc., 297-146 Kinderkamack Road, Suite 101, Oradell, NJ 07649.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.



Michelle Ryan
Acting Municipal Clerk

Certification Of Availability of Funds

This is to certify to the of the Borough of Allendale that funds for the following resolutions are available.

Contract Amount: 211,090.10
Resolution Date: 01/17/20
Resolution Number: R20-66

Vendor: 00057 ONQUE TECHNOLOGIES INC
297-146 KINDERKAMACK ROAD
SUITE 101
ORADELL, NJ 07649

Contract: C1900006 Sidewalk/Drainage Franklin tpk

Account Number	Amount	Department Description
C-04-55-929-152	34,069.58	ORDINANCE 19-06
Total	34,069.58	

Only amounts for the 2020 Budget Year have been certified. Amounts for future years are contingent upon sufficient funds being appropriated.



Chief Financial Officer

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-67

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

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 January 23, 2020 in the amounts of:

Bill List Numbers	January 23, 2020
Current Fund	\$2,856,229.74
Payroll Account	\$403,981.81
General Capital	\$54,076.65
Animal Fund	\$7.80
Grant Fund	\$752.86
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$15,689.10
Water Operating	\$220,301.88
Water Capital	\$0.00
Total	\$3,551,039.84

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.

Michelle Ryan
Acting Municipal Clerk



Borough of Allendale

500 WEST CRESCENT AVENUE
ALLENDALE, NEW JERSEY 07401

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

TEL: 201-818-4400 EXT 205
FAX 201-818-0193

I, M. Alissa Mayer, Chief Financial Officer of the Borough of Allendale,
having reviewed the bill list for the Borough, do hereby certify that funds
are available in the accounts so designated.

Certified January 23, 2020

M. Alissa Mayer
M. Alissa Mayer, CMFO
Chief Financial Officer

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-68

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

SALARY RESOLUTION – FIRE OFFICIAL

WHEREAS, Kevin Todd was appointed Fire Official of the Borough of Allendale for the year 2020 via Resolution 20-08.

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 following salary for the Fire Official for the year 2020, retroactive to January 1, 2020:

Kevin Todd	Fire Official, Part-Time	\$4,810.00
------------	--------------------------	------------

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.

Michelle Ryan
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-69

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

SALARY RESOLUTION – FIRE INSPECTORS

WHEREAS, Kevin Todd, Jeff Picinich and Jim Schultz were appointed Fire Inspectors of the Borough of Allendale for the year 2020 via Resolution 20-15.

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 following hourly rate of pay for the Fire Inspectors for the year 2020, retroactive to January 1, 2020:

Kevin Todd	Fire Inspector, Hourly	\$19.35 per hour
Jeff Picinich	Fire Inspector, Hourly	\$15.89 per hour
Jim Schultz	Fire Inspector, Hourly	\$15.89 per hour

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.

Michelle Ryan
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-70

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

**APPROVAL TO AUTHORIZE MAYOR & ACTING MUNICIPAL CLERK TO SIGN
2020 WEST BERGEN MENTAL HEALTHCARE AGREEMENT**

WHEREAS, there is a need for support for mental health services in the Borough of Allendale, and,

WHEREAS, West Bergen Mental Health Care has available such services as are needed; and,

WHEREAS, West Bergen Mental Health Care has agreed to provide such services in the amount of \$6,000.00 and other services in accordance with the fee schedule that is attached; and,

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

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 agreement between the Borough of Allendale and West Bergen Mental Healthcare; and,

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk be and are hereby authorized to sign said agreement.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.

Michelle Ryan
Acting Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolutions will be available in the 2020 Budget.

Resolution Date: January 23, 2020

Resolution Number: 20-70

Vendor: West Bergen Mental Health Care Agreement

Contract: Mental Health Services

Account Number: 0-01-27-360-130

Amount: \$6,000


Chief Financial Officer



120 Chestnut Street, Ridgewood, NJ 07450 – 201-444-3550
140 Chestnut Street, Ridgewood, NJ 07450 – 201-528-8075
860 Wyckoff Avenue, Mahwah, NJ 07430 – 201-485-7172
One Cherry Lane, Ramsey, NJ 07446 – 201-934-1160

Board of Trustees

Douglas J. Cronk - President
Linda Azzollini
Michelle F. Dugan
Larry Gardner
Sylvia Goldmann, LMSW
Jim Heuer
Robert J. Johnston

Martin R. Kafafian, Esq.
Jordan Kaufman
Christine A. Kearney
Daniel Lane
Matthew J. Murphy, Ed.D.
Steven Napolitano
Robert C. Patti

Foundation Board

Alex Urrea - Chair
Robert Azzollini
Judith P. Bruinooge
Thomas H. Bruinooge, Esq.
Catherine M. Cooke
Patrick J. Fletcher
Brenda J. Gallagher
Frank P. Gallagher
Betty Gallinghouse
Richard A. Guild, Ed.D.
William C. Hanson
Rosa Hovey
Donald E. Hymans
James E. Jaworski, Esq.
Laurie Kamp
Russell D. Kamp
Robin M. Kazmierczak, Esq.
Mary Meakem
Betsy Ohnegian
Thomas P. Palmer
Nancy J. Platkin
Carolyn Procopio
Doris M. Swenson
Barbara A. Toolan
Ester Vierheilig
Eileen R. Wagner
Quentin W. Wiest, II
Philip E. Wilson, LCSW

Chief Executive Officer

Michael J. Tozzoli, MSW, LCSW

Ron Kristner, Administrative Officer
Borough of Allendale
500 W. Crescent Avenue
Allendale, NJ 07401

Dear Mr. Kristner,

West Bergen Mental Healthcare is grateful to the Borough of Allendale for its ongoing support of critical community mental health services. With the current focus on reducing the stigma of mental illness, the need for our services has surged. Without your help, and the help of other municipalities, it would not be possible for us to offer the variety and depth of service that we provide to your residents.

Death by suicide and unexpected deaths are extremely hard for loved ones to experience. 2019 saw an increase in these events and West Bergen responded with our Crisis Management Team to provide counseling, support and ongoing services to ensure that these individuals have adequate coping mechanisms to help them through their tragedy.

Remember, we are now offering one free presentation per quarter on various Mental Health topics for your employees. You can contact Mary Davey at 201-444-3550 x 7150 for more information and to schedule a presentation.

Enclosed are two copies of the **2020 Employee Assistance Program Agreement (EAP)**. We truly appreciate your municipality's continued donation of **\$6000**. **This contract is also extended to 1st responders and volunteer emergency personnel, including fire fighters and EMT's**. Please sign and return one of the contracts by March 1, 2020 for our records with your voluntary donation.

As stated, this agreement begins on January 1, 2020. Our Administrative Director, Karen Acker, will be your liaison and will work with your municipality throughout the year to provide assistance and/or feedback. She can be reached at 201-444-3550, ext. 7167 or kacker@westbergen.org.

We appreciate your ongoing support and wish you the best in 2020.

Sincerely,

Michael J. Tozzoli, MSW, LCSW
Chief Executive Officer

Cc: Ann Dodd, Borough Clerk

RECEIVED January 1, 2020

JAN 10 2020

BOROUGH OF ALLENDALE
OFFICE OF THE BOROUGH CLERK



**WEST BERGEN MENTAL HEALTHCARE
2020 AGREEMENT FOR THE
Borough of Allendale
EMPLOYEE ASSISTANCE PROGRAM and MUNICIPAL ALLOCATION**

THIS AGREEMENT, made as of the 1st day of January, 2020 between The Borough of Allendale, 500 W. Crescent Avenue, Allendale, NJ 07401, hereinafter referred to as "Municipality", and West Bergen Mental Healthcare, Inc., a non-profit corporation of the State of New Jersey, having its principal office at 120 Chestnut Street, Ridgewood, New Jersey 07450, hereinafter referred to as "West Bergen".

West Bergen provides services in accordance with its Mission and Vision Statement:

MISSION STATEMENT

The Mission of West Bergen Mental Healthcare is to promote psychological health and personal growth. Through comprehensive treatment and supportive services, we respond to the needs of our clients and the communities we serve.

VISION STATEMENT

We will distinguish ourselves as the metropolitan area's recognized Center of Excellence and leader in the treatment of mental illness and its effects. Our services and programs will support our clients across their life span and will provide them, their families and our communities with needed counseling, therapy and education.

INTRODUCTION: West Bergen Mental Healthcare is a private, nonprofit mental health outpatient service provider, serving Bergen County since 1963. West Bergen is accredited by the Commission on Accreditation of Rehabilitation Facilities (CARF) and is a contract service provider of the NJ Division for Mental Health & Addiction Services (DMHAS) and the NJ Division of Child Behavioral Services (DCBHS). West Bergen has four locations at 120 Chestnut Street, and 140 Chestnut Street in Ridgewood, NJ; 1 Cherry Lane, Ramsey, NJ; and 860 Wyckoff Avenue, Mahwah, NJ.

PURPOSE: The purpose of this Agreement is to fulfill the intent of both parties that West Bergen will provide Employee Assistance Program (EAP) services as outlined in the attached "Contract Annex" to covered employees.

CONTENTS AND COST OF THIS AGREEMENT: This agreement is for the following:

- Municipal Allocation for EAP: **\$6,000**

**** West Bergen offers 20 group, individual and / or family sessions in the Employee Assistance Program at no cost.***

COVERAGE: A covered employee includes part and full-time employees, all volunteer emergency personnel, i.e., firefighters and emergency medical technicians, and those members of the employee's immediate family living in the household, including children up to the age of 26 attending college.

SUMMARY OF EMPLOYEE ASSISTANCE PROGRAM (EAP) SERVICES: In summary, these services are outlined in the attached contract annex as well as follows:

- **DIRECT SERVICES** – full evaluation and assessment for mental health, emergency services, referrals, employer liaison, employee follow-up and back-to-work conferences.

ADDITIONAL SERVICES AT WEST BERGEN: It is expressly understood that Employee Assistance Program services are for the purpose of evaluation, assessment and referral, and to encourage and enable the initiation of mental health and substance abuse treatment services. The use of ongoing and/or other services at West Bergen (or at other service providers) shall be encouraged for treatment. Other services that are not covered under the Employee Assistance Program retainer shall be billed separately on an individual employee basis and according to the agency's standard fee schedule. Specifically, psychiatric evaluations are not covered under an EAP contract.

The Municipality may also use West Bergen services for consultation, liaison and training services. These would include initial program development consultation, training for employer program personnel, ongoing consultation and evaluation. These services are available free, at one presentation per quarter.

CONFIDENTIALITY AND SUPERVISORY REFERRALS: From time to time Municipal Supervisors may refer an employee to West Bergen under the program due to job related performance. The Municipal Supervisors shall obtain from the employee a signed authorization at the time of referral stating the 4 points below that may be disclosed by West Bergen to the referring supervisor. In such instances, the Employer's right to information subsequent to the referral shall be limited to:

- Confirmation that the employee is attending the program.
- Confirmation that the employee is utilizing the program.
- Written confirmation, should any method of treatment require an alteration in the employee's work schedule.
- Results of positive drug/alcohol tests.

CONFIDENTIALITY AND EMPLOYEE SELF-REFERRAL: From time to time an employee or member of his/her family as herein defined may elect to utilize this program independently of a referral by the municipality. In such cases, West Bergen's Standards of Confidentiality provide the service recipient total confidentiality. However, anonymous usage statistics shall be made available to the municipality on an annual basis.

MODIFICATIONS: Periodically, West Bergen and the Municipal Administrator will jointly review the program, the appropriateness of policies regarding referrals and the methods and details of marketing the program to employees in order to ensure adequate and optimal services.

SERVICE LIST: See attached list of services provided at West Bergen Mental Healthcare.

COMMUNITY REPORT: West Bergen will provide an annual report identifying the amount of service and the number of residents from the municipality who have received service during the preceding year. The report is designed to protect the confidentiality of the residents served.

COMPLIANCE WITH REGULATIONS and STANDARDS

West Bergen shall comply with regulations and/or standards of the New Jersey Department of Human Services- Division of Mental Health Services, NJ Department of Child Behavioral Health Services, New Jersey Medicaid, national accreditation body, as well as any other federal, state or regulatory body.

EXCLUSIVITY: In no event may either party purchase goods or services or enter into a contract in the name or upon the credit of the other.

ASSIGNMENT: West Bergen reserves the right to make assignment to a subsidiary corporation only. No other assignment is permitted unless approved in writing by both parties.

DURATION: This Agreement shall be for a one (1) year period. This agreement may be terminated upon sixty (60) days written notice by either party. Specifically, West Bergen reserves the right to terminate such contract agreement within a determined period of time if communication between both parties reveals that an allocation will not be made by such municipality for the contracted service period.

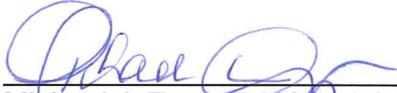
This Agreement shall be governed and construed in accordance with the laws of the State of New Jersey.

IN WITNESS WHEREOF, West Bergen has caused this Agreement to be signed by its duly authorized officers and its Corporate Seal to be hereunto affixed, and the municipality has hereunto affixed its hand and Seal, all as of the day and year first above written.

Borough of Allendale

West Bergen Mental Healthcare, Inc.

Mayor Ari Bernstein
Borough of Allendale



Michael J. Tozzoli, MSW, LCSW
Chief Executive Officer



ATTEST:

ATTEST:



Tracey DeMarco
Executive Assistant



EMPLOYEE ASSISTANCE PROGRAM

Contract Annex

The following is a brief outline of services provided by West Bergen's Employee Assistance Program (EAP).

A. DIRECT SERVICES

1. Immediate Response

A trained screening professional will be available during regular working hours to respond to immediate telephone requests for an appointment/evaluation. Crisis requests will be scheduled immediately. Regular appointments will be given within ten days of the call being received at West Bergen.

2. Full Evaluation and Assessment

An initial evaluation conducted by a fully qualified clinician will be provided to determine the presenting problem and assess any critical elements involved. Other evaluations or assessments will be arranged as required including, a drug or alcohol assessment, family therapy assessment or other evaluations or assessments. Psychiatric evaluations are not covered under the EAP contract and will be billed separately.

3. Emergency Services

During usual Agency hours, emergency services are available via telephone consultation or walk-in basis. After hours and on weekends, the Psychiatric Emergency Screening Program- PESP (201-262-HELP) is available to Bergen County residents and similar psychiatric emergency services are available throughout New Jersey.

4. Referrals

Referrals will be made in those cases when other practitioners or facilities are more appropriate due to the need or accessibility of the service for a particular employee. A follow-up procedure to insure that the person has been able to acquire the appropriate services requested may be conducted if requested.

5. Ongoing Liaison

West Bergen's EAP staff will be available 9:00 AM to 5:00 PM Monday through Friday to consult with corporate EAP personnel on the coordination of employee referrals, treatment procedures, and dispositions when deemed appropriate

6. Follow-up and Back-To-Work Conferences

In those cases in which an individual referred to the EAP by an authorized company representative has been hospitalized on an inpatient unit, a company representative, an EAP clinician, and the employee will hold a back-to-work conference prior to the individual's return to work. These conferences may also be conducted for employees entered in outpatient treatment, at the employee's request.

B. CONSULTATION LIAISON AND TRAINING SERVICES

1. Initial Program Consultation

West Bergen's EAP will provide the Company with consultation and technical assistance necessary to develop a program tailored to its specific needs. Consultation will be provided on all aspects of EAP implementation and operation including: development of program policy, structure and procedures, preparation of informational materials for employees and program handbooks for supervisors*, and procedures for records and confidentiality.

2. Training for Program Personnel

Corporate personnel who have been delegated EAP responsibility will be given training in skills necessary for day-to-day administration of an EAP. Training will be designed to apply specifically to the company.

Managerial/Supervisory Seminars: West Bergen will provide seminars at the company site to introduce the program to managers and supervisors and train them for their role in it. Training will cover three basic areas:

- Background and rationale of the EAP and its integration into the corporate supervisory structure
- Identification and documentation of work performance problems, intervention techniques for referring employees to the program
- General Policies and procedures; confidentiality.

The seminars will be conducted by a multi-disciplinary West Bergen team and will be conducted with the participation of corporate program personnel. Training will be multi-modal, including lectures, group discussion, and experiential exercises.

3. Ongoing Liaison and Consultation

Once the program has become operational, West Bergen's staff will be available for ongoing consultation to refine it and to ensure that it continues to meet the company's changing needs. Such Consultation can include workshops, seminars and presentations.

4. Evaluation

West Bergen's EAP will develop statistical quarterly reports on the number and types of services rendered. These reports would be statistical in nature and would not infringe on the confidentiality of employees seeking services. Statistics would be available on both individuals referred through authorized company sources and those who have taken advantage of the EAP through self-referral.

Cost of materials for company distribution will be the responsibility of the company.

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-71

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

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
CURRENT FUND			
Property Maintenance, O.E.	9-01-22-198-154	\$500	
Property Maintenance, S&W	9-01-22-198-012		\$550
Construction Code, S&W	9-01-22-195-012		\$1,700
Construction Code, O.E.	9-01-22-195-053	\$1,750	
Totals		\$2,250	\$2,250

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.



 Michelle Ryan
 Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-72

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

**AUTHORIZE CANCELLATION OF UNEXPENDED BALANCE OF CONTRACT
NEGLIA ENGINEERING ASSOCIATES
LIGHTING IMPROVEMENTS MA-2018 – WEST ALLENDALE
AVENUE STREETSCAPE**

WHEREAS, the Governing Body of the Borough of Allendale awarded a contract to Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey 07071 via Resolution 19-78 on January 31, 2019 for engineering services related to the Lighting Improvements MA-2018-West Allendale Avenue Streetscape project; and

WHEREAS, the contract, terms of which were contained therein, was awarded in an amount not to exceed \$11,650.00; and

WHEREAS, \$4,560.00 has been expended on this contract for services to date; and

WHEREAS, there remains an unexpended appropriation balance of \$7,090.00; and

WHEREAS, it has been determined that the services performed on this contract have been satisfied; and

WHEREAS, it is necessary to formally cancel said balance.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the unexpended balance of \$7,090.00 for the contract awarded to Neglia Engineering Associates for engineering services related to the Lighting Improvements MA-2018-West Allendale Avenue Streetscape project be cancelled.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.



Michelle Ryan
Acting Municipal Clerk

**RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 01/23/2020

RESOLUTION# 20-73

Council	Motion	Second	Yes	No	Abstain	Absent
Homan		✓	✓			
O'Connell			✓			
O'Toole			✓			
Sasso	✓		✓			
Strauch						✓
Wilczynski						✓
Mayor Bernstein	---	---				

**AUTHORIZE PROPOSAL - NEGLIA ENGINEERING ASSOCIATES
STREETSCAPE & LIGHTING IMPROVEMENTS MA-2018/2019/2020 –
WEST ALLENDALE AVENUE STREETSCAPE**

WHEREAS, the Borough requires engineering services for Streetscape & Lighting Improvements MA-2018/2019/2020 - West Allendale Avenue Streetscape; and

WHEREAS, Neglia Engineering Associates has submitted a proposal for such services dated January 10, 2020, which the Facilities, Parks and Recreation Committee finds acceptable and which has been recommended to the Governing Body; and

WHEREAS, Neglia Engineering Associates is duly qualified and is available to perform such services; and

WHEREAS, the Chief Financial Officer has attached hereto a Certification pursuant to NJAC 5:30-5.4 that adequate funds will be available to pay for the Contract.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that it does hereby award a Contract to Neglia Engineering Associates, 34 Park Avenue, Lyndhurst, New Jersey 07071 in the amount not to exceed \$26,440.00; and

BE IT FURTHER RESOLVED, that the Mayor and Acting Municipal Clerk are authorized to sign the proposal or an appropriate agreement to reflect these services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 23, 2020.

Michelle Ryan
Acting Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that partial funds for the following resolution are available in the 2018 Capital Budget and the balance of funds will be available in the 2020 Capital Budget.

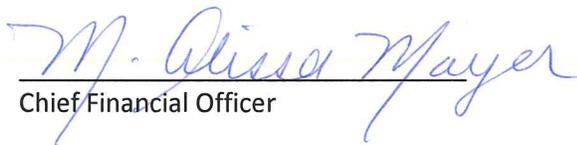
Resolution Date: January 23, 2020

Resolution Number: 20-73

Vendor: Neglia Engineering Associates

Contract: Engineering Services
Streetscape & Lighting Improvements MA-2018/2019/2020
West Allendale Avenue Streetscape

Amount: Not to exceed \$26,440


Chief Financial Officer