

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
May 14, 2020

PRESENT: Mayor Ari Bernstein
(in person)

PRESENT: Councilmembers Liz Homan, Edward O’Connell, Matthew O’Toole, Steve Sasso,
Jim Strauch and Amy Wilczynski
(via teleconference)

ABSENT: None

ALSO PRESENT: Borough Attorney Raymond Wiss
(in person) 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 May 14, 2020. However, due to the COVID-19 pandemic, access to the public was provided via GoToMeeting video and teleconferencing only, with adequate notice of same posted for public viewing. The meeting was called to order at 8:00p.m. by Mayor Bernstein who reminded the public to mute their phones so as not to distract from the business of the meeting. Mayor Bernstein advised the public that they would have several opportunities at appropriate times throughout this meeting to be heard.

Mayor Bernstein 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.

Approval of Minutes:

Motion by Councilman O’Connell, second by Councilwoman Wilczynski, that the Minutes of April 30, 2020 Work and Regular Sessions be and are hereby approved.

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

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	aye
Councilman O’Toole:	aye*	Councilwoman Wilczynski:	aye

*The record reflects that due to audio technical difficulties, Councilman O’Toole’s vote was cast through written confirmation to Mayor Bernstein

2020 Municipal Budget Presentation and Public Hearing:

Borough Auditor Paul Lerch of the firm Lerch, Vinci & Higgins presented the Borough’s 2020 Municipal Budget. He explained that the COVID-19 pandemic is making every municipality have to deal with unforeseen potential losses in revenue and additional expenses. He assured everyone that the Borough is fully aware and monitoring the situation closely and that the Borough will be doing its best to get through the current year. It will really come down to how strong the Borough’s

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balance sheets are, cash reserves and limiting expenditures. He shared that he did not foresee an operating deficit.

He reported that the Borough's overall assessed value on properties dropped by \$7 million, and although increases are always preferable, he noted that this was not a significant decrease.

Mr. Lerch showed a slide presentation, attached and made a part hereof, that he had prepared. He provided an overview and breakdown of revenues and appropriations, giving a comparison of the 2019 and 2020 budgets. He reviewed the sources of revenue, the largest of which is from taxation. During discussion of the "Breakdown of Revenue" on page 2, he noted the asterisk on the 2019 adopted budget reflected the revenue appropriation cancellation of a debt service of \$1 million, which was going to be used to pay down the Note on 220/230 that didn't happen. It has however been reserved. The 2020 vs 2019 budgets show a decrease in surplus of \$700,000. State Aid has remained flat although with the pandemic their payments may be delayed to municipalities. There was a drop in delinquent taxes so the Borough is anticipating using less money for this than in 2019. The payments to the library have increased \$309,000 over the year before. He also reviewed the pie chart on page 3 showing the percentages for the corresponding 2020 revenues from page 2. He advised that the 2020 amount to be raised by taxation is \$1,123,878 below the Tax Levy CAP as shown on page 4. While thoroughly explaining the Budget Spending Analysis on page 5, he noted that spending has been relatively flat. He then reviewed appropriation allocations shown on page 6 and noted that the Borough's budget CAP spending is \$377,505 below the maximum permitted as listed on page 7. 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 their levy. He expressed that the average increase in the municipal portion of the tax bill will be \$137 with the average residential home value at \$661,334. Overall, the last five-year average shows the increase is still below 2%.

In response to Councilman Strauch's question regarding the increase to the library appropriation, Mr. Lerch stated that library contributions are based on a three-year average formula, hence the increase.

Mayor Bernstein thanked Mr. Lerch for his thorough presentation and his sage guidance during the process. He opened the meeting for public comment on the 2020 Municipal Budget.

Mark Savastano, 22 Vreeland Place, inquired if there was any concern regarding the delinquent taxes line item based on Governor Murphy's executive order. With renters not having to pay landlords, he asked if a problem is foreseen with the ability of landlords to pay their property taxes. Mr. Lerch responded that it is a distinct possibility, however it is too early to tell. With over 50% of property taxes being paid through mortgage companies, any potential difficulties may come later, maybe in the third quarter. There is also the potential that at the end of the year, the collection rate may be outstanding. It is wait and see, but everything is being monitored closely. Mrs. Mayer, Allendale's CFO, added that the collection rate thus far this year has actually been better than it was this time last year. Mr. Savastano also inquired as to the percentage or number of rentals in Allendale, however that is not a number that the Borough can accurately track.

With no others coming forward for comment, Mayor Bernstein ended the budget presentation and public hearing and returned to the Regular Session meeting.

Public Comment on Agenda Items Only:

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Mark Savastano, 22 Vreeland Place, inquired as to what prompted having to address the noise ordinance. As this was not an official agenda item and was only discussed during Councilman Sasso's committee report, it was agreed that Mr. Savastano would readdress this during the general public comment portion later in the meeting so as to follow the agenda and Robert's Rules of Order to keep in following the Robert's Rules of Order.

No other public came forward to comment.

Public Hearing for Advertised Ordinances:

The Acting Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on April 30, 2020 and posted on the bulletin board of the lobby of the municipal building and borough website.

ORDINANCE 20-09 – 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

Public Comments on Ordinance 20-09:

No one came forward.

Motion by Councilwoman Wilczynski, second by Councilman O'Connell, that Ordinance 20-09 be passed on second and final reading and is hereby adopted and notice of same shall be published according to law.

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

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

*The record reflects that due to audio technical difficulties, Councilman O'Toole's vote was cast through written confirmation to Mr. Kistner.

(See Ordinance 20-09 attached and made a part hereof.)

Resolutions

2020 Municipal Budget

20-128/Self-Examination of 2020 Municipal Budget

Motion by Councilman Sasso, with second by Councilwoman Wilczynski that Resolution 20-128 be and is hereby approved.

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

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

*The record reflects that due to audio technical difficulties, Councilman O'Toole's vote was cast through written confirmation to Mr. Kistner.

(See Resolution 20-128 attached and made a part hereof.)

20-129/Read Budget by Title Only

Motion by Councilman O'Connell, with second by Councilwoman Wilczynski that Resolution 20-129 be and is hereby approved.

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

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

(See Resolution 20-129 attached and made a part hereof.)

20-130/Adopt 2020 Local Municipal Budget

Motion by Councilwoman Wilczynski, with second by Councilman O'Toole that Resolution 20-130 be and is hereby approved.

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

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

(See Resolution 20-130 attached and made a part hereof.)

Mayor Bernstein and Councilmembers Homan and Wilczynski thanked Mr. Lerch and Mrs. Mayer for all their work.

Consent Agenda:

- A. **20-131/Approve Bill List**
- B. **20-132/Approve 2020 Salaries – Teamsters Local No. 11 Employees**
- C. **20-133/Appoint Hourly Seasonal Intern – Kaitlyn Callaghan**
- D. **20-134/Authorize Cancellation of Unexpended General Capital Ordinance Balances**
- E. **20-135/Authorize Tax Collector to Prepare and Mail Estimated Tax Bills**

Motion by Councilman Strauch, with second by Councilwoman Homan that the Consent Agenda be and is hereby approved.

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

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

(See Resolutions 20-131 through 20-135 attached and made a part hereof.)

Unfinished Business:

There was no unfinished business.

New Business:

There was no new business.

Committee Reports and Comments:

The committee reports by Councilmembers O'Connell, Sasso, Homan and Wilczynski were provided during the Work Session.

Councilman O'Toole – Administration, Finance & Human Resources

Councilman O'Toole thanked everyone involved in the budget process, especially CFO Alissa Mayer. He acknowledged the entire Finance Committee for their guidance and expertise as well as the Financial Advisory Committee for their recommendations, some of which are still being explored.

Mayor Bernstein thanked Councilman O'Toole for his hard work as Finance Committee Chair.

Councilman Strauch – Public Works

Councilman Strauch applauded Mayor Bernstein for setting an example and wearing his mask on camera tonight. He stressed the importance of continuing to follow the protective protocols the State has put in place, which have resulted in Allendale being one of the lower affected communities in Bergen County. He recognized Ron Kistner and the DPW team for their personal sacrifices by continuing to perform essential services for the Borough during the pandemic. He also recognized the staff's efforts to open up the compost area in a safe manner and process the permits quickly.

Mayor's Report

Mayor Bernstein gave the following address to the public:

Allendale has 60 presumptive positive COVID-19 cases as of May 12th. Allendale remains fortunate that our community is on the lower spectrum of these cases in Bergen County. As a whole, we've been diligent, doing the right thing and maintaining social distancing. We're cautiously optimistic, as we are told we are at the apex.

We are nine weeks into the quarantine and are adjusting daily to the "new normal" and what works best for our households. I want to applaud and commend the employees who immediately went into action to keep our services running. I want to continue to thank the Allendale

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team, made up of the Borough's OEM, which works daily, the Board of Health, all of the Borough's first responders and volunteers on the front lines, as well as our residents who have continued their roles as doctors, nurses, services providers and business owners, for all their continued efforts in ensuring that life continues in many ways for the rest of us. I want to thank the residents. We've been in this together, we will continue together and we will finish this together. We know that better times lie ahead for us.

We have had to make difficult decisions during this time, but we continue to work as one team and act in the best interest of our residents. Here are a few important updates that I would like to share with you at this time:

- All restrictions on social distancing remain in place through June 6th as outlined in Governor Murphy's latest Executive Order. Any concerns related to large group gatherings or violations of the executive order should be directed to the Allendale PD. I want to thank the Police Department for all they continue to do to protect Allendale.
- Allendale playgrounds, fields and the Celery Farm remain closed. Crestwood Park is still open for passive recreation only – walking, running, hiking. As we continue to have nice weather please be mindful of social distancing guidelines.
- Governor Murphy has continued remote learning through the end of the school year.
- Governor Murphy has moved the Primary Election, normally held in June, to July 7th. His decision is expected shortly on whether the polls will be open or if it will be conducted entirely through mail-in ballots. As we get that information, we'll pass it along to the residents and take the appropriate action.
- The Holiday Observers have postponed their 4th of July celebration until September. It's a great tradition and they have our full support.
- I would like to thank Ron Kistner and the DPW for their efforts to open the Compost Center on West Crescent Ave to 2020 permit holders. We encourage all residents to use their best judgement when coming to the compost center. Please remember that no borough employees will be available to assist with unloading of materials. A permit can be applied for by going to the website, www.allendalenj.gov. No contact payment and permit pickup arrangements can be made with Michelle Ryan or if you prefer everything can be done through postal mail also.
- Testing centers remain open at Bergen Community College, Bergen New Bridge Medical Center, and Rite Aid in Waldwick.
- www.nj.gov continues to have the latest info on the pandemic, including testing site info, executive orders and briefings from the governor as well as info on unemployment, disability, and financial and other assistance available during this time. We also have the this link up on our website www.allendalenj.gov.
- Today is a statewide Census Day of Action in NJ. It is crucial that you complete this Census. As of May 11th, Allendale's response rate is 73.9%. We need that remaining 26% to fill it out.

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- Our administrative offices are still operating. Contact information by department is available on our website.
- Second quarter tax payments were due on May 1st. Penalties started May 12th, so if you haven't made your payment yet please make it as soon as possible.
- I had a conversation with Joe Chinnici, Commander of VFW Post 10181, regarding Memorial Day and for obvious reasons we can't do what we usually do however I've communicated with Mrs. Mather from Brookside School to see if we can commemorate the day in a special way. I will keep everyone posted.
- As always, check www.allendalenj.gov for updates on our services and official messages.

Staff Report:

Mr. Wiss, Borough Attorney, advised that most of the work his office has done since the last meeting is reflected on tonight's agenda or has been mentioned in Council Committee reports.

Ms. Ryan, Mrs. Mayer, and Mr. Kistner did not have anything to report.

Public Comment on any issue:

Mr. Savastano, 22 Vreeland Place, inquired about what prompted amendments to the noise ordinance to be considered. Councilman Sasso advised there was no major issue, just noticing things from his walks throughout town. Councilman Sasso stated that the Land Use Committee is uniquely positioned to impact real issues, maintain balance and help improve the quality of life for residents. Mr. Savastano thanked the Councilman and said he would email him some concerns he feels should be looked into. Mr. Savastano also inquired as to the reason the Celery Farm is closed to the public. Mayor Bernstein advised him that the Marsh Warden has recommended the closure as the pathways are narrow and do not allow for proper social distancing compliance at this time.

Jackie McSwiggan, 70 Greenway, inquired if the 8:00pm curfew was still in effect and what that curfew applied to. After some discussion, Mrs. McSwiggan was advised that there would not be an issue with driving on Allendale roadways after 8:00pm.

Mr. Savastano had some questions regarding Resolution 20-134, which he email the Mayor about.

No other public came forward to comment.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, with second by Councilwoman Wilczynski, and unanimously carried, the meeting was adjourned at 8:57p.m.

Respectfully submitted

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2020
ORDINANCE 20-09**

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:

TITLE	MINIMUM	MAXIMUM
Laborer, DPW	\$50,000	\$85,000
Standby, DPW, Per Week	\$350	\$425

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O’Connell		✓	✓			
O’Toole			✓			
Sasso			✓			
Strauch			✓			
Wilczynski	✓		✓			
Bernstein						

I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on May 14, 2020

Mayor Ari Bernstein

Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-128

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

SELF-EXAMINATION OF 2020 MUNICIPAL BUDGET

WHEREAS, N.J.S.A. 40A:4-78b has authorized the Local Finance Board to adopt rules that permit municipalities in sound fiscal condition to assume the responsibility, normally granted to the Director of the Division of Local Government Services, of conducting the annual budget examination; and

WHEREAS, N.J.A.C. 5:30-7 was adopted by the Local Finance Board on February 11, 1997; and

WHEREAS, pursuant to N.J.A.C. 5:30-7.2 through 7.5, the Borough of Allendale has been declared eligible to participate in the program by the Division of Local government Services, and the Chief Financial officer has determined that the local government meets the necessary conditions to participate in the program for the 2020 budget year.

NOW THEREFORE BE IT RESOLVED by the governing body of the Borough of Allendale that in accordance with N.J.A.C. 5:30-7.6a & 7.6b and based upon the Chief Financial Officer's certification, the governing body has found the budget has met the following requirements:

1. That with reference to the following items, the amounts have been calculated pursuant to law and appropriated as such in the budget:
 - a. Payment of interest and debt redemption charges
 - b. Deferred charges and statutory expenditures
 - c. Cash deficit of preceding year
 - d. Reserve for uncollected taxes
 - e. Other reserves and non-disbursement items
 - f. Any inclusions of amounts required for school purposes.

2. That the provisions relating to limitation on increases of appropriations pursuant to N.J.S.A. 40A:4-45.2 and appropriations for exceptions to limits on appropriations found at N.J.S.A. 40A:4-45.3 et seq., are fully met (complies with CAP law).

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

DATE: 05/14/2020

RESOLUTION# 20-128

3. That the budget is in such form, arrangement, and content as required by the Local Budget Law and N.J.A.C. 5:30-4 and 5:30-5.
4. That pursuant to the Local Budget Law:
 - a. All estimates of revenue are reasonable, accurate and correctly stated,
 - b. Items of appropriation are properly set forth
 - c. In itemization, form, arrangement and content, the budget will permit the exercise of the comptroller function within the municipality.
5. The budget and associated amendments have been introduced and publicly advertised in accordance with the relevant provisions of the Local Budget Law, except that failure to meet the deadlines of N.J.S.A. 40A:4-5 shall not prevent such certification.
6. That all other applicable statutory requirements have been fulfilled.

BE IT FURTHER RESOLVED that a copy of this resolution will be forwarded to the Director of the Division of Local Government Services upon adoption.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.



Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-129

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

MUNICIPAL BUDGET TO BE READ BY TITLE ONLY

WHEREAS, the Budget, as advertised, shall be read in full, or it may be read by title, if the following conditions have been met:

1. At least one week prior to the date of the hearing, a complete copy of the approved budget shall be made available to each person requesting the same, and
2. The governing body shall, by resolution passed by not less than a majority of the full membership, determine that the budget shall be read by title only.

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the aforementioned conditions have been met, and the 2020 Municipal Budget may be read by title only.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.

Michelle Ryan

Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-130

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

ADOPT 2020 LOCAL MUNICIPAL BUDGET

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the budget hereinbefore set forth is hereby adopted and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization of the amount of \$9,441,094.00 for Municipal Purposes, \$84,213.00 for Open Space Trust Fund Levy and \$596,959.00 for Minimum Library Levy.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.



Michelle Ryan
Acting Borough Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-131

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

APPROVAL OF LIST OF BILLS

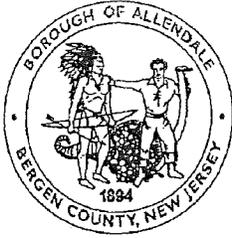
NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated May 14, 2020 in the amounts of:

Bill List Numbers	May 14, 2020
Current Fund	\$1,297,268.75
Payroll Account	\$217,748.32
General Capital	\$280.00
Animal Fund	\$0.00
Grant Fund	\$179.00
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$0.00
Water Operating	\$0.00
Water Capital	\$10,034.50
Total	\$1,525,510.57

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 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 May 14, 2020

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

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

DATE: 05/14/2020

RESOLUTION# 20-132

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

TEAMSTERS SALARY RESOLUTION

BE IT RESOLVED that the following are the salaries for Borough employees for the year 2020. All salaries are retroactive to January 1, 2020.

Steve Cameron, DPW Laborer	\$62,965
Dan Davis, DPW Laborer	\$62,965
Ray Frazier, DPW Laborer	\$62,965
Richard McDowell, DPW Laborer, Crew Chief	\$68,579
Jim Moritz, DPW Laborer	\$62,965
John Pasquino, DPW Laborer	\$50,076
Dan Richards, DPW Laborer, Mechanic, Crew Chief	\$75,205
Layne Simon, DPW Laborer, Crew Chief	\$76,777
Lonnie Simon, DPW Laborer	\$59,450
Standby, Weekly	\$350

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.

Michelle Ryan

Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-133

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

APPOINTMENT OF AN HOURLY SEASONAL INTERN – KAITLYN CALLAGHAN

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Kaitlyn Callaghan be appointed as an hourly, part-time, seasonal intern effective May 18, 2020 at a rate of \$15.00 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 May 14, 2020.



Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-134

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

**AUTHORIZE CANCELLATION OF UNEXPENDED
GENERAL CAPITAL ORDINANCE BALANCES**

WHEREAS, certain unexpended ordinance appropriation balances remain open in the General Capital fund, and

WHEREAS, the capital projects have been completed, and

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Allendale, County of Bergen, State of New Jersey that the following ordinance appropriation balances in the General Capital Fund be cancelled of record.

ORD	DESCRIPTION	Unexpended Improvement Authorization Balance	ALLOCATION		
			Grants Receivable	Reserve For Debt Service	Deferred Charges Unfunded
13-15	W. ALLENDALE/IVERS	4,703.67		4,703.67	
14-03 C	PUMPER FIRE ENGINE/W EQUIPMENT	561.18		561.18	
15-04 B	W. ALLENDALE/ERIE PLAZA	14,223.31	5,738.00	8,485.31	
15-04 C	PAVING BOROLINE ROAD	7,730.09	138.00	7,592.09	
15-04 J	SCBA EQUIPMENT	2.66		2.66	
15-04 L	BUCKET ATTACHMENT/4WD VEHICLE	107.24		107.24	
16-04 B	W. ALLENDALE/W. MAPLE	18,711.51	6,883.00		11,828.51
16-04 D	VEHICLE/VAN	160.83			160.83
16-04 E	HANDICAPPED ACCESS/ADA BATHROOMS	2,787.64			2,787.64
16-04 J	FIRE HOSE	7.24			7.24
17-05 E	ADA BATHROOMS	40,000.00	25,600.00		14,400.00
17-05 F	TURNOUT GEAR	8.92			8.92
18-09 E	CRESTWOOD/ALLENDALE PARK IMPROVEMENT	256.32			256.32
18-09 H	PICK-UP TRUCK	569.44			569.44
18-09 I	FILING CABINETS	1,200.00			1,200.00
19-06 L	UPGRADE EMAIL SERVER	10,000.00			10,000.00
		101,030.05	38,359.00	21,452.15	41,218.90

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.



Michelle Ryan
Acting Municipal Clerk

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

DATE: 05/14/2020

RESOLUTION# 20-135

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

**RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE TAX
COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX
BILLS IN ACCORDANCE WITH P.L. 1994, C.72**

WHEREAS, due to the County Board of Taxation unable to certify a tax rate due to various issues at the state level and the Municipal Tax Collector will be unable to mail the tax bills on a timely basis, it has become necessary to issue estimated tax bills for the 3rd Quarter of 2020 and;

WHEREAS, the Municipal Tax Collector in consultation with the Municipal Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and they have signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated levies;

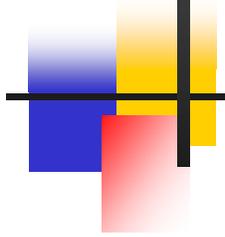
NOW, THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY ON 14 TH DAY OF MAY 2020 AS FOLLOWS:

1. The Borough of Allendale Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Borough for the third installment of 2020 taxes. The Tax Collector shall proceed and take such actions as necessary.
2. The entire estimated levy for 2020 is hereby set at \$ 40,581,576.00 for an estimated tax rate of \$2.409.
3. In accordance with law the third installment of 2020 shall not be subject to interest until the later of August 10, 2020. Any payment received after August 10, 2020 shall have interest calculated from August 1, 2020.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 14, 2020.

Michelle Ryan
Acting Municipal Clerk

BOROUGH OF ALLENDALE

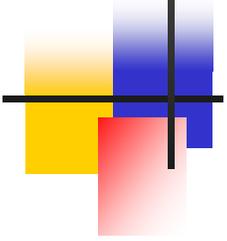


2020 Fiscal Year Budget Presentation

May 14, 2020
Lerch, Vinci & Higgins, LLP

Borough of Allendale

Breakdown of Revenues



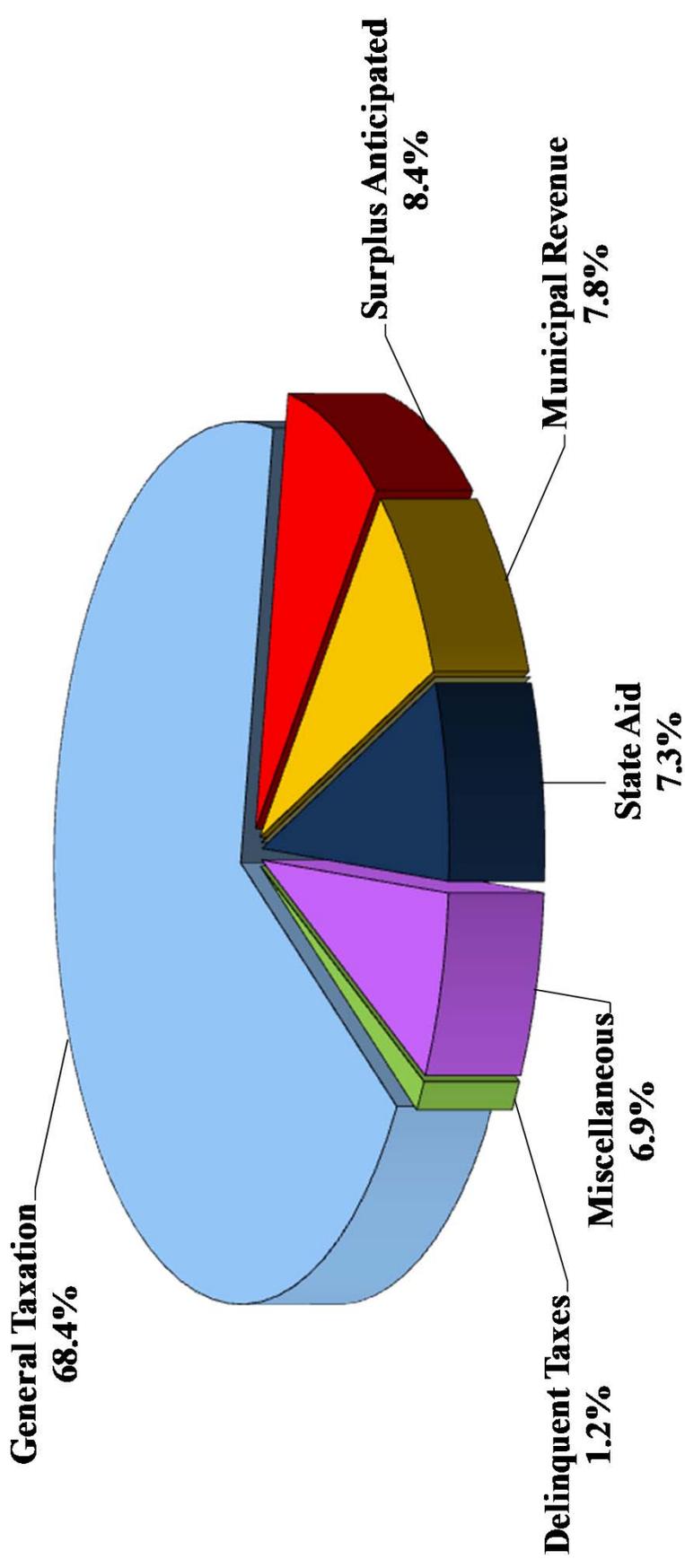
	Adopted *		
	<u>2020 Proposed</u>	<u>2019 Budget</u>	<u>Variance</u>
			<u>%</u>
Surplus Anticipated	\$ 1,225,000	\$ 1,475,000	\$ (250,000) (16.9)
Municipal Revenue	1,136,950	1,217,522	(80,572) (6.6)
State Aid	1,068,869	1,068,869	- -
Miscellaneous	1,013,514	285,887	727,627 254.5
Delinquent Tax Rcpts.	175,000	200,000	(25,000) (12.5)
General Taxation (Includes Library)	<u>10,038,053</u>	<u>9,729,019</u>	<u>309,034</u> 3.2
Total	\$ <u>14,657,386</u>	\$ <u>13,976,297</u>	\$ <u>681,089</u> 4.9%

* Net of Debt Service cancelation of \$1 Million.

Borough of Allendale

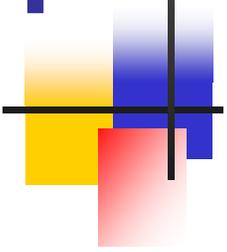
2020 Revenues

Where the Budget \$\$ Comes From



Borough of Allendale

Tax Levy CAP



**2020 Amount to be Raised by Taxation	\$ 9,441,094
*Maximum permitted to be Raised by Taxation	<u>\$ 10,564,972</u>
Amount below CAP	<u>\$ 1,123,878</u>

* Includes CAP Banks

** Excludes Municipal Open Space Tax and Library Tax

Borough of Allendale

Budget Spending Analysis

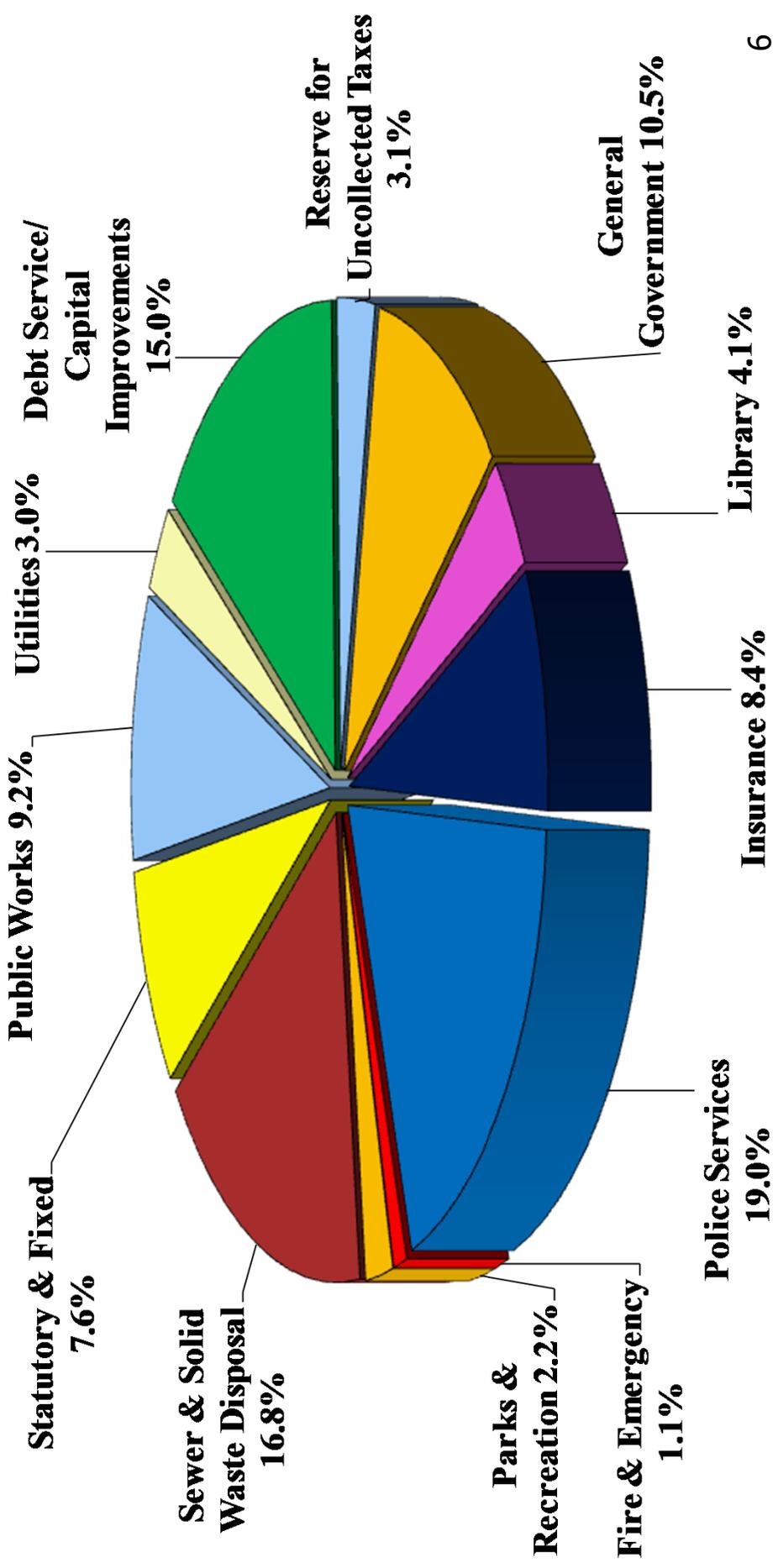
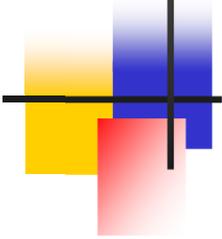
	2020 Proposed	Adopted *	2019 Budget	Variance	%
General Government	\$ 1,551,832	\$	1,535,394	\$ 16,438	1.1
Insurance	1,231,579		1,244,940	(13,361)	(1.1)
Police Services	2,778,502		2,623,086	155,416	5.9
Fire & Emergency Services	156,000		150,900	5,100	3.4
Parks & Recreation	324,750		313,250	11,500	3.7
Public Works	1,342,400		1,331,750	10,650	0.8
Sewer & Solid Waste Disposal	2,466,261		2,362,122	104,139	4.4
Utilities and Bulk Purchases	444,000		444,000	-	-
Library Contribution	596,959		590,874	6,085	1.0
Statutory & Fixed Charges	1,118,231		1,022,482	95,749	9.4
Debt Service/Capital Improvements	2,196,872		1,932,499	264,373	13.7
Res. for Uncollected Taxes	<u>450,000</u>		<u>425,000</u>	<u>25,000</u>	5.9
	<u>\$ 14,657,386</u>	\$	<u>13,976,297</u>	<u>\$ 681,089</u>	4.9%

* Net of Debt Service Cancellation of \$1 Million.

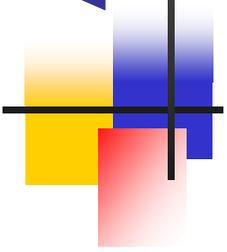
Borough of Allendale

2020 Appropriations

Where Your Budget \$\$ Goes

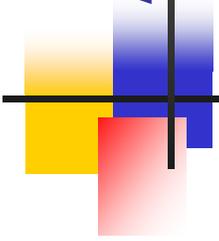


Borough of Allendale Appropriation CAP



Current Budget CAP Spending	\$ 9,391,542
*Maximum permitted CAP Spending	<u>\$ 9,769,047</u>
Amount below CAP	<u><u>\$ 377,505</u></u>

* Includes CAP Banks



Borough of Allendale

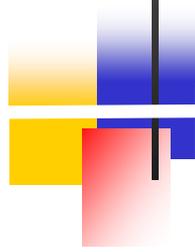
History of Tax Rate

Apportionment

	Proposed <u>2020</u>	2019 <u>Actual</u>	<u>Increase</u>
MUNICIPAL*	\$ 0.596	\$ 0.575	\$ 0.021
COUNTY**	0.260	0.254	0.006
SCHOOL**	<u>1.551</u>	<u>1.515</u>	<u>0.036</u>
TOTAL	<u>\$ 2.407</u>	<u>\$ 2.344</u>	<u>\$ 0.063</u>

*Includes Library, excludes Open Space tax.

**County and School estimated at a 2% increase in levy.



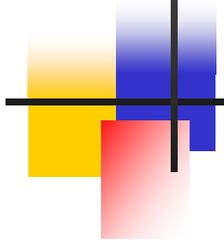
Borough of Allendale

Where your Tax Dollar Goes

2020

Municipal	School	County
		
25¢	64¢	11¢

Borough of Allendale



Effect on Municipal Portion of Tax Bill – Average Residential Home*

Proposed	Actual	2020
<u>2020</u>	<u>2019</u>	<u>Increase</u>
\$ 3,942	\$ 3,805	\$137

* 2020 Average Residential Home Value of \$661,334, includes Library, excludes Municipal Open Space.