

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
August 27, 2015

PRESENT: Mayor Elizabeth White and Council members Ari Bernstein, Liz Homan, Jackie McSwiggan, Steve Sasso, and Amy Wilczynski

ABSENT: Council member Jim Strauch

ALSO PRESENT: Borough Attorney Ray Wiss
Municipal Clerk Anne Dodd

A Work Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, NJ on August 27, 2015. The meeting was called to order at 7:36 p.m. by Mayor White who asked that the Municipal Clerk read the open public meetings statement:

This meeting is called pursuant to the provisions of the Open Public Meetings Law. This meeting of August 27, 2015, was included in the list of meetings notice sent to the Record, Ridgewood News, Star Ledger on January 7, 2015 and advertised in said newspapers on January 10, 2015, posted on the bulletin board in the municipal building on January 7, 2015 and has remained continuously posted as the required notices under the Statute. In addition, a copy of this notice is and has been available to the public and is on file in the office of the Municipal Clerk.

Administration:

A. Finance Office – Receipt of Cash Tax Payments

Mayor White advised that an ordinance has been drafted by the Borough Attorney and it will be taken back to the Administration, Finance, and Human Resources Committee for further discussion.

Councilman Bernstein inquired whether the Borough Attorney could provide guidance on whether there is a threshold amount of which the committee should be aware. Borough Attorney Wiss responded that there is not a threshold amount, but noted that it is simply a question of whether Council would like to implement said ordinance. He inquired whether credit card payments would be an option that Council would like to add to the menu of available options for payment. In order to avoid having to amend the ordinance at a future date, Mayor White suggested that language be included that would allow that option should Council decide to accept these payments at some point in the future.

B. Agenda Review

Mayor White reviewed the Regular Session agenda. As Ordinance 15-11 is a zoning ordinance, she explained that the Planning Board reviewed said ordinance and have given their approval to move forward. She commented that she is glad to see that both Ordinance 15-11 and 15-20 will finally be off the books as Council has struggled with both ordinances for quite some time.

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Councilman Bernstein advised that he has been questioned as to why the votes on agenda items are always unanimous. He noted that these ordinances are good examples of times when members of Council are not always in agreement. He explained that rather than vote no, the ordinance is taken back to committee so that concerns can be addressed and revisions made to ensure that everyone is in agreement when the matter is voted upon.

Councilwoman Wilczynski explained that the application for the Bergen County Open Space Trust requires a public hearing prior to submission. She noted that Resolution #15-250 will be voted upon once the public hearing has taken place to authorize the submission of the application for Phase 2 Improvements to the Tennis Courts in Crestwood Park.

Mayor White advised that there is an item of correspondence from Fire & Safety Services requesting that permission be granted for use of the Borough's firetruck at the 2015 NJ State Firemen's Convention. She noted that the firetruck will be fully insured and returned in swept-out condition.

Mayor White explained that Resolution #15-251 appoints Ron Kistner to the position of Administrative Officer. She commented that everyone is very pleased with this appointment and thrilled that Mr. Kistner has agreed to take on this role. She expressed her opinion that he will be a great addition to the staff and that his management experience has been a great help Borough-wide. She also noted that with this role being filled, a lot of being taken off of her shoulders and pointed out that the Mayor and Council are volunteers who have other jobs and to have someone who can be depended upon to handle this responsibility is truly a blessing.

Councilman Bernstein expressed that Allendale is a far better place since Mr. Kistner has taken over as Director of Operations. He commended Mr. Kistner both on rising to the challenge of a tough winter as well as the high level of communication that he maintains with everyone.

Councilwoman Wilczynski commented that her agenda is much shorter as Mr. Kistner is both a Parks and Recreation person. She expressed that he has been a huge help to her as he is not only getting tasks done, but done well.

As Chair of the Public Works Committee, Councilman Sasso commended Mr. Kistner on the job he has done as Director of Operations. He noted that Mr. Kistner has taken a lot off of his plate, allowing him to focus on bigger picture items.

Councilwoman McSwiggan advised that Mr. Kistner has done a tremendous job in furthering the task list of the Water, Sewer, and Public Utilities Committee and expressed that she is grateful to him for his help in organizing and prioritizing the items that needed to be addressed.

With regard to the Consent Agenda, Councilman Bernstein noted that the acquisition of the new recording system is on tonight's bill list and inquired whether the new system is working out. Mayor White advised that she has received great feedback and feels that this system is a huge improvement. As this system is tied directly into the network, she explained that it archives directly to the server.

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Mayor White reviewed the remaining resolutions on the Consent Agenda. She noted that two of the resolutions pertained to the summer interns and commented on the outstanding quality of all of the summer interns. She advised that the resolution which designates the Allendale Fire House as a warming station will allow the Borough to apply for a grant to obtain a generator. She also explained that the resolution to implement a surplus policy was necessary as the Best Practices Worksheet will need to be completed in early September and State Aid is based upon the number of yeses that are checked off. She also noted that when the Borough went through its rating review, one of the items that had been mentioned was the need for a surplus policy. She explained that although there was a policy that had been followed, it was never formalized. She expressed her belief that the policy that has been formalized is a very broad and agreeable document.

Councilman Bernstein added that the audit also highlighted the need for a formal surplus policy. He advised that the Administration, Finance, and Human Resources Committee discussed this policy and all members believe the policy as written will not tie the hands of this Council or a future Council.

C. Mayor's Report

Mayor White reported that she attended a meeting regarding the West Crescent Avenue Bridge project. She commented that the project really seems to be moving along as the poles have been relocated and the wires are in the process of being moved. She noted that Michael Barcadepone, Superintendent of Schools, was in attendance at this meeting and will be advising parents that no walking or bicycling through this detour is permitted.

Mayor White advised that the light at Orchard and Franklin Turnpike is operational and remarked that 35 to 40 residents left positive feedback on Facebook regarding this new light. She suggested that a snapshot of this page be brought to the County along with a thank you letter.

The September 11th Candlelight Memorial Service will be held on Friday, September 11th at 7 p.m. Invitations will be extended to both Assemblyman Romano and County Executive Tedesco. She expressed her opinion that this ceremony is always very moving and noted that former Mayor Barra will chair this event and the Ambulance Corps, Fire Department, and bagpipers will all be in attendance.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilwoman McSwiggan, second by Councilwoman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:02 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk