

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
February 11, 2016

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

ABSENT: Council member Ari Bernstein

ALSO PRESENT: Borough Attorney Ray 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 February 11, 2016. The meeting was called to order at 8:07 p.m. by Mayor White 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.

Public Comment on any agenda item:

No one came forward.

Approval of Minutes:

Motion by Councilman Sasso, second by Councilman Strauch, with Councilwoman Homan abstaining from the December 28, 2016 Closed Session Minutes and the January 14, 2016 Work Session, Regular Session, and Closed Session Minutes, Councilman Strauch abstaining from the December 10, 2015 Closed Session Minutes, and Councilwoman Wilczynski abstaining from the January 14, 2016 Work, Regular and Closed Session Minutes, and all other members present voting in favor,

BE IT RESOLVED that the Minutes of the Minutes of December 10, 2015 Closed Session (not to be released), December 28, 2015 Closed Session (not to be released), January 4, 2016 Reorganization Minutes, January 14, 2016 Work Session, January 14, 2016 Regular Session, January 14, 2016 Closed Session (not to be released), January 28, 2016 Work Session, January 28, 2016 Regular Session, and January 28 Closed Session (not to be released) are approved.

Public Hearings for Advertised Ordinances:

Ordinance 16-02

The Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on January 28, 2016 and posted on the bulletin board of the municipal building.

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ORDINANCE 16-02 – AN ORDINANCE TO AMEND, SUPPLEMENT, AND REVISE CHAPTER 93 OF THE CODE OF THE BOROUGH OF ALLENDALE ENTITLED “DOGS”, AND, MORE PARTICULARLY, SECTION 93-2 THEREOF, ENTITLED “FEES”

Public Comments on Ordinance 16-02

No one came forward.

Motion by Councilwoman Wilczynski, second by Councilwoman Homan, that Ordinance 16-02 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:

Councilman Bernstein:	absent	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 16-02, attached and made a part hereof.)

Introduction of Ordinances

Motion by Councilwoman McSwiggan that the following ordinance be introduced and passed on first reading and setting February 25, 2016 at 8:00 p.m. or as soon thereafter as the 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 Councilwoman Wilczynski.

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

ORDINANCE 16-03 – AN ORDINANCE TO AMEND CHAPTER 262 OF THE CODE ENTITLED “WATER” OF THE BOROUGH OF ALLENDALE

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

Councilman Bernstein:	absent	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 16-03, attached and made a part hereof.)

Consent Agenda

- A. **16-80**/Approval of Bill List
- B. **16-81**/Amend Start Date – Full-Time Police Dispatcher
- C. **16-82**/Authorize Change in Custodian – Department of Public Works Petty Cash Fund
- D. **16-83**/Authorize Agreement – Amended & Reinstated Wholesale Water Purchase
- E. **16-84**/Authorize Refund – State Board Judgment – Block 301 Lot 14
- F. **16-85**/Appoint QA QC Project Manager – Ramsey Storage Tank Improvements
- G. **16-86**/Approve Carnival Request – Church of the Guardian Angel
- H. **16-87**/Authorize Budget Transfers

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

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

Councilman Bernstein:	absent	Councilman Sasso:	aye
Councilwoman Homan:	aye	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

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

Resolution 16-80

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 February 11, 2016 in the amounts of:

Current Fund	\$2,308,106.33
Capital	\$13,745.00
Housing Trust	\$9,320.55
Trust Fund	\$3,119.50
Dog Fund	\$908.00
Water Capital	\$18,015.92
Payroll	\$442,832.04
Total	\$2,796,047.34

Resolution 16-81

Amend Start Date – Full-Time Police Dispatcher

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the start date of Shafeq M. Zarif, Full-Time Police Dispatcher, is hereby amended to January 27, 2016.

Be It Further Resolved that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

Resolution 16-82

Change in Custodian of Petty Cash Fund

WHEREAS, Layne Simon was custodian of the Borough of Allendale Department of Public Works Petty Cash Fund; and

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Borough of Allendale Department of Public Works 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 16-83

Approve Amended & Reinstated Wholesale Water Purchase Agreement

Whereas, there is a need to purchase surplus water in the Borough of Allendale, and,

Whereas, Suez Water's water allocation permit will be sufficient to sell up to One Million Two Hundred and Fifty Thousand (1,250,000) gallons per day of surplus water to Allendale; and

Whereas, Suez Water has agreed to sell water in accordance with Suez Water's wholesale tariff rate as set forth in the tariff sheet contained in the Amended & Reinstated Wholesale Water Purchase Agreement attached hereto and made part thereof; 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 Suez Water New Jersey Inc.; and,

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

Resolution 16-84

State Board Judgment

BE IT RESOLVED, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following overpayment check due to a State Board Judgment for the tax year 2015:

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Block/Lot	Name	Amount
301/14	Kontogiannis, Emmanuel 101 Woodland Avenue Allendale, NJ 07401	\$752.08

Resolution 16-85

Appointment of QA/QC and Project Management Services for
Ramsey Water Storage Tank Improvements Project

WHEREAS, the Mayor and Council of the Borough of Allendale determined that there is a need for the Borough of Allendale to make improvements to the Ramsey Water Storage Tank; and

WHEREAS, in compliance with New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq., the Borough awarded a contract for such improvements by Resolution 15-330 on December 10, 2016; and

WHEREAS, there is a need to have QA/QC and project management services for this project; and

WHEREAS, the Borough Engineer, on behalf of the Borough of Allendale, solicited quotations for QA/QC and project management services for the above referenced project; and

WHEREAS, a total of four (4) companies were solicited; and

WHEREAS, the Borough Engineer, on behalf of the Borough of Allendale, reviewed the proposals and based on their review determined that Mumford-Bjorkman Associates, Inc. submitted the lowest daily inspection rate; and

WHEREAS, the Borough Engineer has determined that Mumford-Bjorkman Associates, Inc. is qualified and will be responsive to provide such services; and

WHEREAS, the Borough Engineer recommends that a contract be awarded to Mumford-Bjorkman Associates, Inc. for QA/QC and Project Management Services;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that a contract for QA/QC and Project Management Services for the Ramsey Water Storage Tank Improvements project be awarded to Mumford-Bjorkman Associates, Inc. in the amount not to exceed \$38,625.00 (\$825/day not to exceed 45 days, \$150/hr not to exceed 10 hours) for such services; and

BE IT FURTHER RESOLVED that all of the documents pertaining to this solicitation will be kept on file along with the award of contract in the office of the Municipal Clerk Borough of Allendale and that the Mayor of the Borough of Allendale is authorized to execute said contract.

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Resolution 16-86

Approval of Guardian Angel Carnival

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the application of the Guardian Angel Church to hold a carnival from June 1, 2016 through June 4, 2016 is hereby approved.

Resolution 16-87

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 2015.

Budget Appropriations:

DEPARTMENT	FROM	TO
Construction Code, S&W		\$200
Salary & Wage Adjustment	\$200	
Totals	\$200	\$200

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.

Staff Reports:

This agenda item was addressed during the Work Session.

Public Comment on any issue:

No one came forward.

Closed Executive Session:

Mayor White read into the record Resolution 16-88.

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BE IT RESOLVED in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

A. Pending & Prospective Litigation

Minutes will be taken of the meeting and released to the public at the time that the matter is resolved. After Closed Executive Session, the Mayor and Council will reconvene in the Council Chambers to adjourn this public meeting.

There being no further business to come before the Council, on a motion from Councilman Strauch, seconded by Councilwoman Homan, and all present voting in favor, the meeting was adjourned to the Closed Executive Session in the Council Chambers at 8:14 p.m.

Adjournment:

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:30 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk