

Mayor and Council of the Borough of Allendale
Work 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 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 February 11, 2016. The meeting was called to order at 7:31 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."

Administration:

A. Bond Anticipation Note Sale – Determination & Award Certificate

Mayor White noted that the Determination and Award Certificate for the recent Bond Anticipation Note Sale was included in the agenda packet. She commented that the Borough received a nice interest rate.

(See Determination & Award Certificate, attached and made a part hereof.)

B. Agenda Review

Mayor White reviewed the Regular Session agenda. She requested that Councilwoman McSwiggan provide an explanation for Ordinance 16-03 which is being introduced tonight. Councilwoman McSwiggan advised that the Water Committee met and reviewed the infrastructure changes, revisions, and improvements that will be needed down the line. She noted that in the past 5 years, \$1.5 million has been spent on infrastructure. As there has not been an increase since 2009, the committee felt it would be best to increase the facilities charge from \$12.50 to \$25.00 per quarter to help fund these improvements. She added that the ordinance further clarifies how this charge will be calculated for special needs housing.

Mayor White then reviewed the Consent Agenda. She advised that in terms of Resolution #16-83, this contract is being renewed after the initial 15-year term has expired. She noted that by having committed volumes with specific amounts, it will prevent the Borough from exceeding the amounts permitted by DEP.

With respect to Resolution #16-85, Mayor White advised that the Borough Engineer has worked previously with this company. She further advised that they will be paid at an hourly rate with a total amount not to be exceeded.

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

Mayor White noted that Guardian Angel's carnival, which is being approved via Resolution #16-86, will be ending on a Saturday this year and as a result, will not interfere with the Primary Election.

C. Mayor's Report

Mayor White advised that Monday is a holiday and Borough Hall will be closed. She noted a SwiftReach message was sent to notify residents that there will be garbage pickup on the west side.

D. Council Reports

Councilwoman Homan - Public Safety

Councilwoman Homan reported that the Fire Department had a fundraiser for Steven Brown as well as its annual dinner and commented that both were nice events.

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan advised that the Water, Sewer and Public Utilities Committee met this week. They finalized the bulk water contract, reviewed upcoming projects, and discussed resident issues.

Councilman Sasso - Land Use and Construction Code

Councilman Sasso advised the Land Use and Construction Code Committee will meet tomorrow at 9 am. He noted that there is a packed agenda. He and Councilman Strauch discussed scheduling an engineering meeting for next Wednesday.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski advised that the Facilities, Parks and Recreation Committee met this week. She reported that the pump for Crestwood Lake is able to be repaired for \$1,200. A screen will be installed to prevent fishing lines from being caught in the pump again in the future. The committee had a meeting with Jim Thebery, Director of the County's Disability Services, who would like all communities to be made "Access for All" communities. Although Allendale has already implemented much of what he is looking to have put in place, he would like the Borough to become certified, have a 501(c)3, and form a committee. She advised that a resolution will be passed to begin the process.

Councilman Strauch – Public Works

Councilman Strauch reported that the Public Works Committee met on Wednesday and commended Ron Kistner, Director of Operations/Administrative Officer, for the fabulous job he did in leading the meeting. He noted that in terms of the budget, certain line items are being reduced while funding is being increased to others. This committee will meet again on March 2nd at 9 am.

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

Mayor White advised, on behalf of Councilman Bernstein, that the Administration, Finance, and Human Resources Committee met on Tuesday. The budget is close to being finalized with a tentative date of February 25th to introduce the capital budget and March 24th to introduce the regular budget.

E. Staff Reports

Ray Wiss, Municipal Attorney, advised that most of his report will be deferred to Closed Session. He noted that he assisted with the preparation of the ordinances and resolutions for this meeting as well as reviewed contracts and assisted with OPRA request responses.

Anne Dodd, Municipal Clerk, reported that she will be attending a meeting at the County on February 25th to obtain petitions for the Primary Election. She noted that the petitions will need to be submitted by 4 pm on April 4th.

Lissa Mayer, Chief Financial Officer, advised that she has no report.

Ron Kistner, Director of Operations, reported that progress is being made.

F. Correspondence

There were no correspondence items.

Public Comment:

Matthew Ruffalo, 43 Midwood Avenue, explained that he is renovating his home and is being assessed a COAH fee to which he believes he is not subject. He described what the renovation entailed and explained the reasons that he believes this fee is being incorrectly assessed.

Mayor White responded by advising that COAH is a State-mandated fee, and as he is putting on a significant addition, it is the opinion of the Assessor that the COAH fee is to be imposed. She noted that these fees are consistently imposed and suggested that he put his views in writing for the Land Use Committee to review.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilwoman McSwiggan, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:07 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk