

Regular Session Meeting  
Mayor and Council  
January 22, 2015

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 22, 2015. The meeting was called to order at 8:09 p.m. by Mayor White who announced that the requirements of the Open Public Meeting Act were met by the required posting and notices of publications.

The Mayor led those present in a salute to the flag.

*Roll Call:*

The following individuals answered roll call: Councilmembers Bernstein, Homan, McSwiggan, Sasso, Wilczynski and Mayor White chaired the meeting. Councilman Strauch was absent. Mr. Valenzuela and Mr. Wiss were also present.

*Approval of Minutes:*

Councilwoman McSwiggan made a motion to approve the Work and Regular Session Minutes of November 24, 2014 as submitted, seconded by Councilwoman Wilczynski.

On Roll Call: Aye – Bernstein, McSwiggan, Sasso, and Wilczynski. Abstain – Homan.

*Public Hearings for Advertised Ordinances:*

**Resolution 15-80:**

Adoption of 2015 Salary Ordinance 15-01

**BOROUGH OF ALLENDALE  
2015 SALARY ORDINANCE #15-01**

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2015.

**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:

<b>TITLE</b>	<b>MINIMUM</b>	<b>MAXIMUM</b>
Borough Clerk/Administrative Officer	\$60,000	\$97,000
Acting Borough Clerk	60,000	97,000
Deputy Clerk, P/T Hourly	15.00	19.00
Board of Health/Registrar/Tax Assessor Clerk	30,000	48,000
Clerk Typist, P/T Hourly	10.00	20.00

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Webmaster	500	3,000
Planning/Zoning Board Clerk, P/T Hourly	15.00	20.00
Recording Secretary, Planning Board, Per Meeting	125	250
Recording Secretary, Zoning Board of Adjustment, Per Meeting	100	125
Dog Census Reader, Hourly	10.00	12.50
Summer Interns, Hourly	10.00	12.00
Chief Financial Officer	65,000	100,000
Tax Collector, Part-time	7,000	10,000
Tax Assessor, Part-time	30,000	44,000
Bookkeeper	40,000	60,000
Tax/Finance Clerk	35,000	52,000
Qualified Purchasing Agent	3,000	3,500
Director of Operations/Borough Engineer	125,000	150,000
Director of Operations	80,000	120,000
Borough Engineer, Part-time	60,000	80,000
Technical Assistant to Director of Ops/Borough Engineer, P/T Hourly	20.00	26.00
Laborer, DPW	33,000	70,352
Crew Chief	4,160	11,000
Mechanic	6,000	7,200
Laborer, P/T Hourly	9.00	18.00
Standby, DPW, Per Week	200	200
Standby, Sewer, Per Week	200	200
DPW File Clerk, P/T Hourly	12.00	16.00
Administrative Assistant/Recycling Coordinator for DPW, P/T Hourly	16.00	19.00
Crestwood Lake Staff – Seasonal	500	19,000
Crestwood Lake Employees – Seasonal, Hourly	8.38	18.00
Superintendent of Water Utility	75,000	90,000
Water Collector	14,000	17,000
Water Clerks, P/T Hourly	15.00	18.00
Laborer, Water Utility	33,000	70,352
Construction Code Official, Part-time	25,000	52,000
Building Department Technical Assistant, P/T Hourly	16.00	22.00
Acting Building Department Technical Assistant, P/T Hourly	16.00	22.00
Construction Office Clerk, P/T Hourly	15.00	18.00
Electrical Sub Code Official, Part-time	10,000	13,000
Building Sub Code Official, Part-time	1,700	3,500
Plumbing Sub Code Official, Part-time	10,000	12,000
Plumbing Sub Code Official, Part-time/hourly	30.00	35.00
Zoning/Property Maintenance Official, Part-time	4,500	9,000
Zoning Official, Part-time	4,500	9,000
Property Maintenance Official, Part-time	2,000	9,000
Property Maintenance Official, Part-time/Hourly	18.00	25.00
Fire Sub Code Official, Part-time	10,000	12,000

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Fire Sub Code Official, Part-time/Hourly	30.00	35.00
Fire Prevention Official, Part-time	3,800	5,500
Fire Inspectors, Hourly	13.50	18.00
Chief of Police	135,000	152,000
Administrative Secretary, Police	30,000	48,000
Radio Police Dispatcher, Full-time	32,000	43,000
Radio Police Dispatcher, P/T, Hourly	14.00	18.00
Municipal Magistrate	10,000	14,000
Municipal Prosecutor	4,000	8,000
Matron, Court, P/T Hourly	15.00	17.00
Matron, Police, P/T Hourly	17.00	19.00
Crossing Guards, P/T Hourly	14.00	18.00
Emergency Management Official	2,000	2,500

*Public comment:*

There were no public comments.

Councilman Sasso made a motion to approve Ordinance 15-01, seconded by Councilwoman Wilczynski.

On Roll Call: Aye – Bernstein, Homan, McSwiggan, Sasso, and Wilczynski.

*Resolution off Consent:*

Mrs. Wilczynski said the Borough needed to seek a new bid as E-Tomic is in breach of contract. This cancelation would be for non-fulfillment of the contract which had been awarded in May of 2014. The delays are jeopardizing Grant Monies.

Councilwoman Wilczynski made a motion for Ray Wiss to draft a letter on behalf of the Borough of Allendale to terminate E-Tomic Construction as the contractor for the CDBG ADA Grant improvements to the Library and Borough Hall doors; seconded by Councilwoman McSwiggan.

On Roll Call: Aye – Bernstein, Homan, McSwiggan, Sasso, and Wilczynski.

*Consent agenda:*

**Resolution 15-66:** 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 12, 2015.

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**Resolution 15-67:** Appointment of Borough Webmaster

**Be It Resolved**, by the Mayor and Council of the Borough of Allendale that Hedy Abad is hereby appointed Webmaster for the Borough of Allendale effective January 22, 2015.

**Be it Further Resolved** that the Salary for the position of Webmaster is \$1,500.00 per annum.

**Resolution 15-68:** Appointment of Ronald Kistner as Petty Cash Custodian for DPW

**Be It Resolved** that the Chief Financial Officer is hereby authorized to draw current checks for petty cash to the following individual in the amount stated:

Ronald Kistner (Dept. of Public Works)                      \$150

**Resolution 15-69:** Authorization to Issue Checks for Overpayment of Taxes

**Be It Resolved** by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following checks on the properties listed below and charge same to Overpayment of 2014 Taxes:

<b>Block/ Lot</b>	<b>Name</b>	<b>Property Location</b>	<b>Amount</b>
101/21	Vasudevan, Athmaram & Sirisha 453 Hillside Avenue Allendale, NJ 07401	453 Hillside Avenue	\$4,067.79
401/2	Desmond, Christopher & Meredith 759 Franklin Turnpike Allendale, NJ 07401	759 Franklin Tpke	\$1,979.32
507/14	Kearl, Jonathan & Sara 85 Knollton Road Allendale, NJ 07401	85 Knollton Road	\$520.47
508/14	Violetti, Jason & Erin 45 Harreton Road Allendale, NJ 07401	45 Harreton Road	\$252.20
904/10.01 C0003	Greimel, Elizabeth 103 Crescent Commons Allendale, NJ 07401	103 Crescent Commons	\$699.21
904/10.01 C0006	Svitak, Pavel & Erica 106 Crescent Commons	106 Crescent Commons	\$1,463.97

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	Allendale, NJ 07401		
911/4	Shen, Jie & Xin Gu 57 Ivers Road Allendale, NJ 07401	57 Ivers Road	\$15.64
1501/13	Kim, David & Yena Ryu 7 Beresford Road Allendale, NJ 07401	7 Beresford Road	\$3,998.31
1501/13	Kim, Jung K. & Michelle M. 70 Rock Road Englewood Cliffs, NJ 07632	7 Beresford Road	\$795.49
1604/4	Kazancioglu, Nebil & Margaret 262 Brookside Avenue Allendale, NJ 07401	262 Brookside Avenue	\$288.74
1809/14 C0005	Cape Atlantic Title Agency 609 New Road Linwood, NJ 08221 Kuhfuss	LLC 5 Allison Court	\$2,453.64
2007/8	Gramegna, Robert & Lahm, Gail 90 Midwood Avenue Allendale, NJ 07401	90 Midwood Avenue	\$546.83
2101/9 C0110	Foundation Title 65 Madison Avenue Suite 250 Morristown, NJ 07960 Schnure/Polito	110 Carriage Court	\$2,797.14
2202/8	DePuy, John 235A Madison Avenue Wyckoff, NJ 07481	17 Cambridge Drive	\$3,340.46
2202/8	Ballingall, Carol 211 Wind Hallow Court Mahwah, NJ 07430	17 Cambridge Drive	\$3,340.46
		<b>TOTAL</b>	\$26,559.67

**Resolution 15-70:** Approval of Interlocal Agreement for Well Child Services with Waldwick

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**Whereas**, there is a need for Well Child Services in the Borough of Allendale; and,

**Whereas**, the Waldwick Board of Health is able to provide Well Child Services as mandated by the Public Health Council of the State of New Jersey; and

**Whereas**, the Waldwick Board of Health has agreed to provide Well Child Services for the 2015 Calendar year in the amount of a one-time \$125 administrative fee and a \$35 per child per visit fee and a \$20 per child fee for immunizations only, to be billed directly by the medical provider; 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 contract between the Borough of Allendale and the Waldwick Board of Health; and,

**Be It Further Resolved**, that the Mayor and Acting Municipal Clerk be and they are hereby authorized to sign said contract.

**Resolution 15-71:** Approval of Bergen County Law Enforcement Mutual Aid Resolution

**Whereas**, the police departments in Bergen County have a day to day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order, and

**Whereas**, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riot, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, riots, terrorist incidents and bombings, state and national emergencies, and

**Whereas**, the Bergen County Police Chief's Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies, and

**Whereas**, this Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. App. A:9-40.6, and

**Whereas**, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

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**Whereas**, it is the desire of the Mayor and Council of the Borough of Allendale to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chief's Association.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale that the police Department of the Borough of Allendale, under the direction of the Chief of Police, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force, and

**Be It Further Resolved** that a copy of the Resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, and all municipalities in the County of Bergen.

**Resolution 15-72:** Approval of the 2015 Salary Resolution for Non-Contractual Borough Employees

**Be It Resolved** that the following are the salaries for Borough employees for the year 2015. All salaries are retroactive to January 1, 2015.

Frank Valenzuela, Acting Borough Clerk/Administrative Officer	\$76,500
Diane Vander Wende, Deputy Clerk, P/T Hourly	\$18.87
Diane Knispel, Recording Secretary, Planning Board, Per meeting	\$250
Diane Knispel, Recording Secretary, Zoning Board of Adjustment, Per meeting	\$125
Dog Census Reader, Hourly	\$12.50
M. Alissa Mayer, Chief Financial Officer	\$81,151
Harold Laufeld, Tax Collector, Part-time	\$8,034
Angela Mattaice, Tax Assessor, Part-time	\$43,612
Joe Citro, Qualified Purchasing Agent	\$3,500
M. Alissa Mayer, Water Collector	\$14,688
Kevin Burnette, Construction Code Official, Part-time	\$51,816
Kevin Burnette, Zoning Official, Part-time	\$4,590
Kevin Burnette, Building Sub Code Official, Part-time	\$1,734
Michael Dalessio, Electrical Sub Code Official, Part-time	\$12,595
Jim Zaconie, Plumbing Sub Code Official, Part-time	\$10,920
Scott Zieber, Property Maintenance Official, Part-time, Hourly	\$20
Bob Connell, Fire Sub Code Official, Part-time	\$10,920
Ernest Cassidy, Jr. , Fire Prevention Official, Part-time	\$4,444.14
Bernard Blide, Fire Inspector, Hourly	\$14.97
Steven Cameron, Fire Inspector, Hourly	\$14.97
Ernest Cassidy, Jr., Fire Inspector, Hourly	\$17.88
Pierre Gauthier, Fire Inspector, Hourly	\$17.88
James Moritz, Fire Inspector, Hourly	\$14.97
James Schultz, Fire Inspector, Hourly	\$14.68
George Scherb, Chief of Police	\$150,692

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Crossing Guards	\$18.00
Scott Zieber, Emergency Management Official	\$2,040
Harry Norton, Municipal Magistrate	\$13,371
Richard Rosa, Municipal Prosecutor	\$5,106
William Christopher, Dispatcher, Part-time, Hourly	\$15.61
Brendan Sterbinsky, Dispatcher, Part-time, Hourly	\$16.22
Peggy Timony, Dispatcher, Part-time, Hourly	\$17.26
Shafeq Zarif, Dispatcher, Part-time, Hourly	\$15.61
Scott Zieber, Dispatcher, Part-time, Hourly	\$16.22
Brian Havlicek, Dispatcher, Part-time, Hourly	\$15.30
John Tanucilli, Dispatcher, Part-time, Hourly	\$15.30
Luis Alvelo, Laborer, Part-time, Hourly	\$12.00
Douglas Lagoda, Laborer, Part-time, Hourly	\$11.00
Ralph Fattorusso, Laborer, Part-time, Hourly	\$12.50

**Resolution 15-73:** Approval of Donation for the 2015 Allendale Woman’s Club Fashion Show

**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 donation of a family (parents and children) Crestwood Lake 2015 Season Pass to the Allendale Woman’s Club for the 2015 Fashion Show on April 1, 2015.

**Resolution 15-74:** Approval of the 2015 Salary Resolution for UPSEU Contracted Borough Employees

**Be It Resolved** that the following are the salaries for Borough employees for the year 2015. All salaries are retroactive to January 1, 2015.

Jean Manus, Board of Health/Registrar/Tax Assessor Clerk	\$46,173
Hedy Abad, Clerk Typist, P/T Hourly	\$17.34
Hedy Abad, Webmaster	\$1,500
Alice Palmer, Bookkeeper	\$58,523
Nancy Donnelly, Tax/Finance Clerk	\$51,018
Melissa Daly, Technical Assistant to Dir. of Operations/Bor. Eng., P/T Hourly	\$25.50
Mary Rottingen, Admin. Assistant/Recycling Coordinator for DPW, P/T Hourly	\$18.21
Julie Scutaro, Acting Building Department Technical Assistant, P/T Hourly	\$20.40
Patricia Mullen, Administrative Secretary, Police	\$47,480
Michael Schell, Radio Police Dispatcher, Full-time	\$33,081
Anthony Iacovo, Radio Police Dispatcher, Full-time	\$34,418
Kenneth Marcoux, Radio Police Dispatcher, Full-time	\$35,106
Christopher Formisano, Radio Police Dispatcher, Full-time	\$33,081

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**Resolution 15-75:** Acceptance of the Resignation of Mary Rottingen as Administrative Assistant/Recycling Coordinator for DPW

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby accepts the resignation of Mary Rottingen from the position of Administrative Assistant/Recycling Coordinator that she currently holds for the Borough of Allendale effective January 29, 2015.

**Resolution 15-76:** Approval of 2015 Professional Land Use Fees

**Whereas**, the Municipal Land Use Law requires professional fees or charges to be based upon a schedule established by resolution for review of applications for development, review and preparation of documents, inspection of improvements or other purposes.

**Now, Therefore, Be It Resolved** by the Governing Body that it does hereby approve the following fee schedule which fees may be charged against escrow deposits for the year 2015:

Municipal Planner	
Principal	\$145/hr
Associate	\$125/hr
Project Planner	\$100/hr
GIS Technician	\$ 75/hr
Draft Person/CADD	\$ 75/hr
Repographics	at cost
Meeting Attendance	\$200/meeting
Municipal Attorney	\$125/hr
Municipal Engineer	\$ 120/hr
Technical Assistant	\$ 50/hr
Planning Board Attorney	\$125/hr
Zoning Board Attorney	\$125/hr

**Be It Further Resolved**, that this fee schedule shall be provided to all applicants who may be required to post an escrow deposit; and,

**Be It Further Resolved**, that this resolution is intended to comply with the requirement of **N.J.S.A.** 40:55D-53.2a.

**Resolution 15-77:** Approval to join MRESC CO-OP

Approval of Agreement to enter Cooperative Pricing System with the Middlesex Regional Education Cooperative Pricing System

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**Whereas**, N.J.S.A. 40A:11-11(5), specifically authorizes two or more contracting units to establish a Cooperative Pricing System for the provision and performance of goods and services and enter into a Cooperative Pricing Agreement for its administration; and

**Whereas**, the **MIDDLESEX REGIONAL EDUCATIONAL SERVICES COMMISSION** is conducting a voluntary Cooperative Pricing System with other contracting units; and

**Whereas**, this Cooperative Pricing System is to effect substantial economies in the provision and performance of goods and services; and

**Whereas**, all parties hereto have approved the within Agreement by Resolution' in accordance with the aforesaid statute; and

**Whereas**, it is the desire of all parties to enter into such Agreement for said purposes;

**Therefore Be It Resolved** that the Borough of Allendale enter into an agreement to participate in the **MIDDLESEX REGIONAL EDUCATIONAL COOPERATIVE PRICING SYSTEM**.

**Resolution 15-78:** Approve Budget Transfer

**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 2014 Budget Appropriations:

<b>DEPARTMENT</b>	<b>FROM</b>	<b>TO</b>
Municipal Recycling, Other Expenses		\$2,000
Streets & Roads, Salary & Wages	\$2,000	
<b>Total Transfers</b>	<b>\$2,000</b>	<b>\$2,000</b>

**Resolution 15-79:** Redesignation of Resolution 15-63 to 15-63A.

**Whereas**, on January 6, 2015, Resolution 15-63, approving salaries for various Borough Employees was duly adopted by the Mayor and Council of the Borough of Allendale; and

**Whereas**, on January 14, 2015, a Resolution Approving the Collective Bargaining Agreement Between the Borough of Allendale and the Allendale Policemen's Benevolent Association Local No. 217 for the period January 1, 2015 through December 31, 2017 was duly adopted by the Mayor and Council of the Borough of Allendale and was inadvertently designated as Resolution 15-63; and

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**Whereas**, the Borough of Allendale wishes to modify and renumber its January 14, 2015 Resolution and to provide a separate designation for the same;

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale that it's January 14, 2015, Resolution Approving the Collective Bargaining Agreement Between the Borough of Allendale and the Allendale Policemen's Benevolent Association Local No. 217 for the period January 1, 2015 through December 31, 2017, be and hereby is redesignated and renumbered as Resolution 15-63A; and

**Be It Further Resolved** that, in all other respects, the January 14, 2015 Resolution is hereby ratified and confirmed; and

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

**Resolution 15-81:** Appointment of Part-Time Clerk Typist.

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Tatiana N. Marquis is hereby appointed as a Part-Time Clerk Typist of the Borough of Allendale effective January 26, 2015 at the hourly rate of \$17.00 per hour.

Councilman Sasso made a motion to approve the Consent Agenda; seconded by Councilwoman McSwiggan.

On Roll Call: Aye – Bernstein, Homan, McSwiggan, Sasso, and Wilczynski.

*Unfinished business:*

There was no unfinished business.

*New business:*

There was no new business.

*Committee reports and comments:*

**Councilwoman McSwiggan** – Water, Sewer and Public Utilities – met this week and went over issues in anticipation of the new Director of Operations, Ron Kistner coming on Board.

There will be a meeting with Firechief Tom Smith on Monday concerning the fire suppression plan when the Ramsey tank is out of service.

**Councilman Bernstein** – Administration, Finance and Human Resources Committee met last week. The Committee will meet again Monday at 4:00 to starting work on the 2015 budget.

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Also, Borough Hall evening hours have been set for Monday, May 11; Thursday June 11, and Tuesday, November 10<sup>th</sup>.

**Councilwoman Homan** – Public Safety will have the first meeting of the year on Friday at 7:00 a.m. at the Police Station. Councilwoman Homan thanked the Fire Chief and the Fire Department for their cooperation during the Edgewater Fire.

**Councilwoman Wilczynski** – Facilities, Parks and Recreation will be meeting the week after next with the new Director of Operations, Ron Kistner. Councilwoman Wilczynski also thanked the Fire chief and the Fire Department for their help with the Edgewater Fire.

Recycling is working well, TVs are not accepted by our recycling company; the County does accept TVs periodically.

**Councilman Sasso** - Public Works had a transition meeting earlier this week; the first meeting of the year will be held on Tuesday January 27<sup>th</sup> with Ron Kistner, the new Director of Operations.

*Staff reports:*

**Mr. Wiss** – Borough Attorney – Land Use Committee asked for draft Ordinances for setback definitions, storage pods, solar panels and illegal dumping. He will have drafts of the ordinances for the Land Use Committee on Monday for the next meeting on February 22<sup>nd</sup>.

There is a Zoning Board of Adjustment issue that we are working with the Mayor on and the Board of Health has asked for an ordinance on smoke free parks and playgrounds.

**Mr. Valenzuela** – Borough Clerk – no report

*Adjournment:*

On a motion by Councilman Bernstein, seconded by Councilman Sasso, the Council voted unanimously to adjourn at 8:25.

Respectfully submitted,

Frank Valenzuela  
Acting Municipal Clerk