

Regular Session Meeting
Mayor and Council
July 10, 2014

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 July 10, 2014. The meeting was called to order at 8:00 p.m. by Mayor Barra 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.

The following individuals answered roll call: Councilmembers Bernstein, McSwiggan, Sasso and White and Mayor Barra. Councilman Strauch and Councilwoman Wilczynski were absent. Mr. Casais and Mr. Bole were also present.

Approval of Minutes

Councilwoman White made a motion to approve the Work and Regular Session Minutes of May 22, 2014 Work & Regular Session as submitted, Seconded by Councilwoman Jackie McSwiggan.

On Roll Call: Aye – Bernstein, McSwiggan, Sasso and White. Nays - none

Public Comment – There was no public comment.

Ordinances for Second Reading & Public Hearing

ORDINANCES FOR SECOND READING AND PUBLIC HEARING

ORDINANCE 14-13: AN ORDINANCE TO AMEND CHAPTER 67 OF THE CODE OF THE BOROUGH OF ALLENDALE TO FIX THE SALARY, WAGES AND COMPENSATION FOR THE POSITION OF ACTING MUNICIPAL CLERK OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2014

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salary for following officer and employee of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below:

TITLE	MINIMUM	MAXIMUM
Acting Borough Clerk	\$60,000	\$97,000

The mayor asked for a motion on Ordinance 14-13 which was made by Councilwoman White; Seconded by Councilman Steve Sasso.

On Roll Call: Aye – Bernstein, McSwiggan, Sasso and White. Nays – none.

Public Comment - There was no public comment.

Consent Agenda:

RESOLUTION 14-213: 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 July 10, 2014.

RESOLUTION 14-214: TRANSFER OF MISTAKEN WATER PAYMENT

Whereas, Hans H. Sammer of 130 Greenway, Allendale, New Jersey inadvertently made payment of his tax bill to the water account in the amount of \$4,674.12.

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Water Collector is hereby authorized to issue a check or otherwise transfer \$4,674.12 from the Water Operating Account and apply the same amount to the owed property taxes at 130 Greenway, Allendale, New Jersey.

RESOLUTION 14-215: 2014 CRESTWOOD LAKE SALARY RESOLUTION – SUPPLEMENT FIVE

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the following salaries are hereby approved for the Crestwood Lake Swim Club 2014 Season as follows:

<u>Substitute Lifeguards</u>	Hourly Rate
Kayla Corbett	\$ 8.50
Claire Westbrook	\$ 8.50

RESOLUTION 14-216: REVIEW OF ANNUAL AUDIT

Whereas, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and,

Whereas, the Annual Report of Audit for the year 2013 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

Whereas, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-334; and,

Whereas, the Local Finance Board has promulgated NJAC 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled “Comments and Recommendations”; and,

Whereas, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the group affidavit form of the governing body attached hereto; and,

Whereas, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to NJAC 5:30-6.5; and,

Whereas, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and,

Whereas, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

Now, Therefore Be It Resolved, that the Mayor and Council of the Borough of Allendale, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

RESOLUTION 14-217: AUTHORIZATION TO ISSUE CHECKS DUE TO STATE TAX BOARD JUDGMENTS

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Tax Collector is hereby authorized to issue checks to the following due to State Tax Board Judgments for the tax years 2012 & 2013:

Block/Lot	Name	Amount
2013		
910/8	Villanova Mortgage Company, LLC C/O Zipp & Tannenbaum, LLC 166 Gatzmer Avenue Jamesburg, NJ 08831	\$1,065.36
2012		
910/8	Spiotti & Esposito, P.C. 165 Passaic Avenue Suite 103A Fairfield, NJ 07004	\$582.37

RESOLUTION 14-218: CHANGE IN CUSTODIAN OF PETTY CASH FUND

Whereas, Andrew Casais was custodian of the Petty Cash Fund for the Mayor and Council; and,

Whereas, in accordance with N.J.S.A. 40:5-21, the Borough of Allendale is changing custodians to Diane Vander Wende; and,

Whereas, Diane Vander Wende is bonded by the Joint Insurance Fund by virtue of a surety bond.

Now, Therefore, Be It Resolved that the Mayor and Council of 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 14-219: APPROVAL OF TOWNWIDE GARAGE SALE

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the annual Town Wide Garage Sale will be held on Saturday, September 27, 2014 with a rain date of Sunday, September 28, 2014 from 9:00 a.m. to 4:00 p.m.

Be It Further Resolved that the Women’s Club, as the sponsoring organization, will comply with the Borough’s requirements for insurance and hold harmless approval.

RESOLUTION 14-220: ACCEPTING THE RESIGNATION OF EDWIN SHERMAN

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 Edwin Sherman from the position of Communications Officer of the Allendale Police Department effective July 8, 2014.

RESOLUTION 14-221: APPOINTMENT OF SEASONAL DEPARTMENT OF PUBLIC WORKS LABORER

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby appoints the following individual at the corresponding rates of pay as a seasonal laborer of the Department of Public Works:

Name	Hourly Rate
Christopher McGovern	\$10.00

Be It Further Resolved that the forgoing appointment be effective July 7, 2014 and expire on September 15, 2014; and,

Be It Further Resolved that the following individual be appointed as a seasonal laborer in the Department of Public Works with contingencies:

Name	Hourly Rate	Contingencies
Michael Pini	\$10.00	Approval of Working Papers Valid Driver’s License

Be It Further Resolved that the above mentioned individual appointed as a seasonal laborer with contingencies be effective July 14, 2014 and expire on September 15, 2014.

The mayor asked for a motion with respect to the consent Agenda which was made by Councilwoman Jackie McSwiggan and seconded by Councilman Steve Sasso.

On Roll Call: Aye – Bernstein, McSwiggan, Sasso and White. Nays – none

Unfinished Business – None

New Business – None

Committee Reports:

Councilwoman McSwiggan – The Committee met with United Water this past week and had a very productive meeting. We are trying to work out some minor customer service issues. United Water seemed very responsive.

Councilman Bernstein – Next public safety meeting is July 18th at 7:30. Councilman Bernstein will report to the council after the meeting.

Councilwoman White – Would like to thank Andrew Casais for his time here in Allendale and welcome the new Administrator and Municipal Clerk Frank Valenzuela and Deputy Municipal Clerk Diane Vander Wende.

Councilman Sasso – The DPW has a meeting scheduled for Thursday, July 17th. The street paving began three days ago and we have not had any complaints. Updates are going out every day to the residents who have signed up. The Mayor is impressed with the contractor and workers.

Staff Reports:

Mr. Bole – None

Mr. Casais - None

Public Comments - None

On a motion by Councilwoman Liz White the meeting was adjourned at 8:09 by unanimous consent.

Respectfully submitted,

Frank Valenzuela for
Andrew Casais
Municipal Clerk