

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
June 29, 2017

PRESENT: Mayor Elizabeth White and Councilmembers Ari Bernstein, Jackie McSwiggan, Jim Strauch and Amy Wilczynski

ABSENT: Councilmembers Liz Homan and Steve Sasso

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 June 29, 2017. The meeting was called to order at 7:34 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.”

Presentations:

A. Proclamation – National Ovarian Cancer Awareness Month

Mayor White read the following proclamation into the record, noting that the Allendale Woman’s Club has championed this cause:

**Proclamation in Honor of
National Ovarian Cancer Awareness Month**

WHEREAS, *ovarian cancer continues to have one of the highest mortality rates of any cancer, and it is a leading cause of cancer deaths among women in the United States. This month, we remember the mothers, sisters, and daughters we have lost to ovarian cancer, and we extend our support to those living with this disease; and*

WHEREAS, *each year, thousands of women are diagnosed with, and go on to battle valiantly against, this disease. Yet, ovarian cancer remains difficult to detect, and women are often not diagnosed until the disease has reached an advanced stage. Because early detection is the best defense against ovarian cancer, it is essential that women know the risk factors associated with the disease; and*

WHEREAS, *during National Ovarian Cancer Awareness Month and throughout the year, we commend all the brave women fighting this disease, their families and friends. In the memory of all the brave women who have lost their lives to ovarian cancer, and in support of generations of women to come, let us recommit to reaching a safer, healthier future for all our citizens; and*

WHEREAS, *in support of Ovarian Cancer and to raise awareness, the Allendale Woman’s Club will be placing teal ribbons as part of Turn the Towns Teal.*

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NOW, THEREFORE, I, Elizabeth White, on behalf of the Mayor and Council of the Borough of Allendale, do hereby proclaim September 2017 as National Ovarian Cancer Awareness Month. I call upon citizens, government agencies, organizations, health-care providers, and research institutions to raise ovarian cancer awareness and continue helping Americans live longer, healthier lives. And I urge women across the country to talk to their health-care providers and learn more about this disease.

Mayor White commended the Allendale Woman's Club for taking action with respect to this cause, and expressed her hope that by doing so, it will continue to raise awareness.

Administration

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the June 15th Work and Regular Session Minutes are listed for approval.

With respect to Ordinance 17-09 which sets salary ranges for the governing body members, Mayor White noted that she announced that this line item was added to the budget upon introduction. As two members are not present this evening and she does not feel that it would be right to consider this item over the summer, Mayor White proposed that a motion be made to table Ordinance 17-09 to September.

Although there are a lot of out-of-pocket expenses for which governing body members are not reimbursed and many municipalities do provide compensation to their governing bodies, Councilwoman Wilczynski advised that she plans to make a motion to rescind this ordinance. Councilman Bernstein stated that he would second this motion if it were to be made. Mayor White noted that when former Council members have left the Council, they have commented on the cost to be a member. She expressed that she would leave this decision to the members of the governing body.

Mayor White highlighted Resolution #17-188 appointing Ron Kistner as the Principal Public Works Manager. She explained that when Mr. Kistner was hired, he was appointed in an acting capacity as he did not yet have his certification. As one can only hold the position in an acting capacity for a maximum of two years and as the two years had elapsed at the beginning of this year, Michael Vreeland, Borough Engineer, agreed to step in until Mr. Kistner obtained his certification. Mayor White congratulated Mr. Kistner for passing his certification exam, noting that very few people pass. She further noted that he had to attend extensive classes and she thanked him for his time and effort.

Borough Attorney Wiss advised that, as per State statute, this position is a defined statutory position which municipalities are obligated to fill. He provided the definition of this position under the Statute. He noted that the purpose of this resolution is to remove the interim title and duly recognize that Mr. Kistner is now certified.

Councilwoman McSwiggan commended Mr. Kistner on this achievement, commenting that the quality of his work and attention to detail never wavered.

Councilman Bernstein added that Mr. Kistner has done so much for the Borough and exemplifies the fact that the Borough is run by people with their heart.

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Mayor White then reviewed the resolutions on the Consent Agenda. She highlighted Resolution #17-191 which urges the extension of the 2% cap on police and fire arbitration contract awards. She advised that the current PBA contract expires at the end of this year and noted that the 2% cap has been critical in allowing Allendale to maintain the tax rate.

Borough Attorney Wiss commented that this cap has been the most effective management tool as the biggest component of the budget is the salary and wages line and Police Department salaries comprise the largest portion of this line item. This cap is geared to keep the biggest driver in the budget consistent with the budget cap.

Mayor White reviewed the remaining resolutions on the Consent Agenda.

B. Mayor's Report

Mayor White reported that she and Councilwoman McSwiggan continue to work with Ramsey, Saddle River, Upper Saddle River, and Ho-Ho-Kus to form a coalition that is essentially a municipal alliance to address mental health. They held a second coalition meeting on Monday night to discuss putting better programs into place and bringing light to this issue.

C. Council Reports.

Councilman Strauch – Public Works

Councilman Strauch reported that the Public Works Committee has not met since the last meeting. The July meeting has not been scheduled at this time. The DPW has been busy replacing the roofs on various buildings at Crestwood Lake as well as dealing with water main breaks and road repair issues. Councilman Strauch commented that Mr. Kistner is doing a great job.

Councilwoman Wilczynski – Facilities, Parks & Recreation

Councilwoman Wilczynski advised that they held the first movie night at Crestwood Lake and it was highly successful. They worked with the Allendale Volunteer Ambulance Corps on this event to promote the organization and help to increase membership. A local band, Four Brothers, will be playing on Friday. A Sinatra singer will perform later this summer. The delimiting of the upper pond is complete and the two towers will be put back in. One bathroom is open and the floor is being repainted in the second bathroom. These renovations were completed through a CDBG grant. There is change order in the Tennis Court Renovations to add pickle ball lines, a project which was funded by a matching grant through Bergen County Open Space. The Lake Director would like to start a Crestwood Lake website. The grant application for the band shell at Crestwood lake was just completed and submitted today. Councilwoman Wilczynski attended the Allendale Recreation Committee's coaches' appreciation night which she commented was a nice event. Councilwoman Wilczynski advised that she and Councilwoman McSwiggan attended a seminar on women in politics which featured former Governor Christie Todd Whitman, Assemblywoman Holly Schepisi, and Maura DeNicola. The roof has been replaced on the Grand Stand and is ready for use on July 4th. She expressed her gratitude to the Allendale Woman's Club for donating the proceeds from their geranium sale to Crestwood Lake.

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Mayor White commented that she is looking forward to the Holiday Observers July 4th celebration.

As the time required Council to commence the Regular Session, on a motion by Councilman Bernstein, second by Councilman McSwiggan, and unanimously carried, the meeting was adjourned to the Regular Session at 7:59 p.m.

The Work Session was reopened at 8:01 p.m.

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan stated that the Water, Sewer and Public Utilities Committee met last week. They continue to address batteries that are in need of replacement on water meters. She urged residents to review their water bill to ensure that their meters are registering. Should the bill be for the minimum amount, she requested that residents call to have the battery replaced. She further requested that residents check for leaks in their irrigation systems, noting that there are instructions on how to do so on the Borough website. A proposal from the BCUA for routine cleaning of the storm drains is currently being reviewed. The committee is considering adopting an ordinance to charge fees for responses to sewer blockages that are found to be in the homeowner's line. They are coordinating with PSE&G to replace a water line on Surrey Lane as PSE&G will be replacing a gas line in the area as well. They are also working to ensure that the GIS system is updated in Suez's computer system by tracking all repairs, replacements, and capital improvements. They will camera the sewer lines in the San Jacinto area to see if there is any infiltration from the brook.

Councilman Bernstein – Administration, Finance, and Human Resources

Councilman Bernstein announced that the Administration, Finance and Human Resources Committee will meet again on July 11th. Work on the 2017 budget has been concluded but the budget numbers continue to be reviewed monthly to ensure that they are in line with the budgeted amount. Preparation of the 2018 budget has not begun yet. The interns have started and are doing a great job. The committee has been discussing cloud computing and are determining how best to implement its use. There has also been discussion on placing more documents on the website including meeting recordings to help enhance transparency. They are also looking at ways to digitize and index older documents for easy retrieval as well as reviewing documents to determine what can be destroyed.

Councilwoman Wilczynski reported that she has obtained a plaque and tree in honor of Chuck Dombeck which will be placed near the Grand Stand Field. A dedication ceremony has been scheduled on the 4th of July.

D. Staff Reports

Ray Wiss, Municipal Attorney, advised that the dismissal of the appellate proceedings in the Northern Highlands litigation matter has been finalized. He expressed his opinion that the Borough's role in adopting the ordinance which equitably balanced the interests of both sides was the lynchpin to ending the decades long litigation.

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With respect to the ongoing statewide COAH litigation, the Borough continues to participate in the mediation process with the next case management conference being scheduled for August 3rd. He noted that Allendale's history of compliance during the 1st and 2nd rounds has put the Borough in good standing, and as a result, the negotiations with the Fair Share Housing Center have been very positive.

Mayor White thanked Borough Attorney Wiss for his guidance in moving this process forward.

Anne Dodd, Municipal Clerk, reported that she and Mr. Kistner will be meeting with two companies on July 26th to discuss scanning the Borough's older records. She has also given authorization to the Borough's code company to conduct a review of the Borough code to ensure that all sections are in line with each other and in line with State statute. This review can take up to 145 days to complete.

Ron Kistner, Administrative Officer/Director of Operations, advised that Tyler Yaccarino, Borough Webmaster, took pictures of the upper pond as well as recent capital improvements. These pictures will be placed onto the Borough website.

E. Correspondence

There were no correspondence items.

Public Comment:

Colin Hascup, 48 Cambridge Drive, advised that he is working towards his Communications merit badge. He stated that he will be starting 9th grade.

Ted L'Estrange, 6 Geoffrey Court, Otisville, NY, spoke about the violent persecution and State-sanctioned killing of Falun Hong practitioners and other prisoners of conscience in China for their organs. He noted that, although the U.S. House of Representatives and the European parliament have passed resolutions condemning this crime, there is still silence on this issue and he is looking to raise awareness.

Tom Robbins, 876 Franklin Turnpike, asked for details regarding the proposed band stand such as the location, size and any maintenance that would be entailed.

Councilwoman Wilczynski responded that the band stand would be placed on the flat surface between the volleyball court and the playground facing the lake. She noted that no tree removal would be required. She advised that they are looking at a pre-fabricated assembly made from natural wood. The front would be 30 feet and the back would be 17 feet and there would be a foundation that would be made from fieldstone and would include plantings. She expressed her desire to have it be rustic to fit in with the lake. Lighting and electricity would be installed.

Mayor White noted that the grant application submission is the first step in the process and although the grant is being sought, it is not known as this time whether funding will be received. Councilwoman Wilczynski added that the funding for this project would be included in the 2018 budget and would not be built until 2019 if approved.

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Mr. Robbins noted that there had been a sentiment in the past to keep the lake as is and inquired whether an attempt was made to get the sentiment of residents regarding the proposed band shell.

Councilwoman Wilczynski advised that she reached out to the Holiday Observers and learned that there is a lot of interest. She further advised that events at the lake are highly successful, and by having a band shell, she believes that it would allow for more cultural events and more opportunities to bring the community together.

Mr. Robbins inquired when the Borough would learn whether the grant was approved and how the additional monies would be obtained.

Councilwoman Wilczynski advised that they still have not heard about whether approval was received for the 2016 grant application. She expressed her belief that they would hear whether this grant is approved in July 2018. She explained that the difference between the grant amount and the total cost would be budgeted, noting that residents have indicated that they may also fundraise.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilwoman McSwiggan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:27 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk