

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
March 2, 2017

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

ABSENT: None

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 March 2, 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. Notice of this meeting by Resolution #17-70 has been sent to the Record, Ridgewood News, and Star Ledger and has been posted on the public bulletin board and Borough website.”

Public Comment:

No one came forward.

Administration:

A. Bond Anticipation Note Sale – Determination & Award Certificate

Mayor White explained that a Bond Anticipation Note Sale was held on January 27, 2017 in the amount of \$1,122,000 for Orchard Commons Park. She advised that the interest rate per annum is 1.43%.

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

B. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the January 26th Work and Regular Session Minutes as well as the February 17, 2017 Emergency Meeting Minutes have been listed for approval. She explained that the purpose of Resolution #17-79 is to approve a temporary capital budget.

She noted that the purpose of Ordinance 17-03, which is scheduled for a public hearing and adoption, is to allow lighting on school athletic fields. She advised that this ordinance was sent to the Planning Board for review after the ordinance was amended to increase the maximum height of the lights on the athletic fields from 80 feet to 90 feet. Correspondence was received from the Planning Board to advise that they have found the revised ordinance to be consistent with the Master Plan and to recommend its adoption.

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With respect to Ordinance 17-04 which is listed for introduction this evening, Councilman Sasso explained that §199-12 pertains to exterior conditions under the Property Maintenance chapter of the Borough Code. Language is being inserted to include abandoned vehicles that have been inoperable for 30 days as an offense. Councilman Sasso commented that including this language will allow the Property Maintenance Officer increased enforcement abilities.

Mayor White advised that Ordinance 17-05 is a capital bond ordinance in the amount of \$924,500. She noted that grants will be received making the total amount being bonded \$665,000. She explained that they like to limit the capital budget to \$750,000 and the reason that they were able to bring the amount down further is due to the use of monies from older paving ordinances to be used toward this year's paving. As they have been able to schedule 10 streets for paving this year, 100 of the 144 streets in Allendale will be paved by the end of this year. She advised that upgrades to the Police Department IT infrastructure are also contained within this ordinance which includes a three-year radio program.

Mayor White announced that the purpose of Ordinance 17-06 is to increase water charges. She noted that the decision to increase these charges has been debated in the Water Committee for the past 3 years as they have struggled to keep residential and commercial rates down while absorbing a 20% increase in the bulk water purchase rates. She explained that the bulk water purchase rates are set by the BPU and are non-negotiable. Although they have previously used surplus in the water budget to offset the rates charged to residential and commercial properties, the surplus has been greatly reduced causing the need to address this issue this year.

Councilwoman McSwiggan explained that the municipality is facing a challenge as the DEP has municipalities under a water moratorium, and with less consumption by residents, it means less revenue coming into the municipality. She noted that there has not been a rate increase in a number of years and the committee felt it was time as the Borough cannot continue to lose money. Mayor White added that the last rate increase was in 2012 and pointed out that there will be no change in the senior or special needs water rates.

Mayor White then reviewed the Consent Agenda. She requested that Councilwoman Wilczynski provide an explanation of Resolution #17-86. Councilwoman Wilczynski advised that Risk Manager suggested that the language within the Hold Harmless Agreement be tightened up for the use of Borough facilities. Mayor White added that the Risk Manager and Borough Attorney Wiss have reviewed and are in agreement with the proposed changes to the Hold Harmless Agreement.

In terms of Resolution #17-91, Mayor White commented that Carol Savoy, who is being appointed as a Clerk Typist, has been an excellent addition to the staff. She has been assisting in the Building Department, Administration and Finance.

With respect to Resolution #17-93, Councilwoman Wilczynski explained that after years of the fees remaining flat, the Facilities Committee has decided to increase the fees for use of the fields by outside groups only. She noted that the increased fees will help to offset the increased costs to staff and maintain the fields.

Mayor White advised that Resolution #17-94 appoints Michael Vreeland, Borough Engineer, as Principal Public Works Manager. She explained that Ron Kistner, Administrative Officer/Director of Operations, had been appointed as Acting Principal Public Works Manager for the past two years. As he is still in the process of taking the courses, Mr. Vreeland has agreed to take on this position temporarily until Mr. Kistner obtains his certification.

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Mayor White explained that, at the recommendation of the Board of Health, the special event food permit fee was increased last year from \$10 to \$50. As the Chamber of Commerce has expressed concern that the increased fee may discourage vendors from participating in Festival Day, the purpose of Resolution #17-99 is to amend the fee to \$10 for this event.

Mayor White advised that Resolution #17-100 and #17-101 endorse projects by Bergen County United Way/Madeline Corp to build two affordable housing units at Allendale Heights. By adopting these resolutions, it will enable them to apply for funding through HOME Investment Partnerships. Mayor White explained that Resolution #17-103 endorses a project by Eastern Christian Children's Retreat to build special needs housing at 200 West Crescent Avenue which will allow them to apply for funding through HOME Investment Partnerships. Mayor White expressed her hope that funding for all three projects will be approved as she believes that these projects will greatly benefit the community.

C. Mayor's Report

Mayor White reported that she and Councilwoman McSwiggan went to Hillside School to read to students in honor of Dr. Seuss' birthday. She advised that she read to Kindergarten and 1st Graders and Councilwoman McSwiggan read to 2nd Graders. She also met with a group of 8th graders who are proposing improvements to the parking lot as their service learning project which is a part of the 8th Grade curriculum.

Mayor White attended a four-hour meeting with Borough Attorney Wiss and the Affordable Housing Consultant to look at the Borough's COAH obligations.

Mayor White thanked the Public Safety team for the amazing job that they did during the gas main rupture.

D. Council Reports

Councilman Strauch – Public Works

Councilman Strauch announced that the Public Works Committee is scheduled to meet on March 8th at 8 a.m. with a meeting with the Engineering Department to follow at 9 a.m. He thanked Public Safety as well as Ron Kistner for their efforts during the gas leak and commented that this event was shining example of everyone pulling together.

Councilwoman Homan - Public Safety

Councilwoman Homan reported that the last Public Safety Committee meeting took place on February 17th and all volunteer groups were in attendance. She thanked them for their efforts during the gas main rupture and added that resources from other towns were also utilized during this emergency. She thanked the residents for their patience as traffic was rerouted. She expressed her appreciation to Scott Zieber for the work that he has done as the Emergency Management Coordinator for the past three years as well. She thanked him for his willingness to serve in this position for an additional three years. She noted that the committee is continuing to look at ways for the Police Department to partner in the community. Detective Dillon is heading up the drug takeback program and the committee is working to communicate the availability of this program to

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the public. The committee is also focusing on the budget and investigating overtime as well as capital improvements and technology enhancements.

As it was time to commence the Regular Session, the remaining Council Reports were carried to the Regular Session.

E. Staff Reports

Due to time constraints, this agenda item was carried to the Regular Session.

F. Correspondence

There were no correspondence items.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Wilczynski, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:00 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk