

Mayor and Council of the Borough of Allendale
Regular Session Meeting Minutes
March 23, 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 Raymond Wiss
Municipal Clerk Anne Dodd

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 March 23, 2017. The meeting was called to order at 8:01 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."

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

Approval of Minutes:

Motion by Councilman Strauch, second by Councilwoman McSwiggan, that the Minutes of March 2, 2017 Work Session and March 2, 2017 Regular Session are approved.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

Public Comment

No one came forward.

Public Hearings for Advertised Ordinances:

Ordinances 17-04 – 17-06

The Municipal Clerk read into the record:

The following ordinances published herewith were first read by title only on March 2, 2017 and posted on the bulletin board of the lobby of the municipal building.

17-04 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, PROPERTY MAINTENANCE, CHAPTER 199-12(J)

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17-05 – BOND ORDINANCE TO AUTHORIZE THE MAKING OF VARIOUS PUBLIC IMPROVEMENTS AND THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY, NEW INFORMATION TECHNOLOGY EQUIPMENT, NEW COMMUNICATION AND SIGNAL SYSTEMS EQUIPMENT AND A NEW AUTOMOTIVE VEHICLE, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$924,500 TO PAY THE COST THEREOF, TO APPROPRIATE VARIOUS GRANTS, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

17-06 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, WATER CHARGES, CHAPTER 262-11

Public Comments on Ordinance 17-04 through 17-06

No one came forward.

Motion by Councilwoman McSwiggan, second by Councilwoman Wilczynski, that Ordinances 17-04 through 17-06 be passed on second and final reading and are hereby adopted and notice of same shall be published according to law.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

(See Ordinances 17-04 through 17-06, attached and made a part hereof.)

Introduction of Ordinances

Motion by Councilman Bernstein that the following ordinance be introduced and passed on first reading and setting April 6, 2017 at 8:00 p.m. or as soon thereafter as the as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilwoman Wilczynski.

The Municipal Clerk read the title of the ordinance into the record:

ORDINANCE 17-07 – AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 17-07, attached and made a part hereof.)

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Resolutions

A. **17-105**/Introduce 2017 Municipal Budget

Councilman Bernstein moved to adopt Resolution #17-105 and set April 27, 2017 at 8:00 p.m. or as soon thereafter as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on the adoption of the 2017 Municipal Budget. Seconded by Councilwoman Wilczynski.

On a roll call, the vote was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

Resolution 17-105

Introduction of 2017 Municipal Budget

Be It Resolved, that the following statements of revenues and appropriations shall constitute the Municipal Budget of the Borough of Allendale for the year 2017:

Summary of Revenues	Anticipated	
	2017	2016
1. Surplus	1,000,000.00	1,400,000.00
2. Total Miscellaneous Revenues	3,002,894.77	2,385,401.77
3. Receipts from Delinquent Taxes	192,000.00	200,000.00
4. a) Local Tax for Municipal Purposes	8,936,865.23	8,723,210.00
b) Addition to Local District School Tax		
c) Minimum Library Tax	580,340.00	564,798.00
Tot Amt to be Rsd by Taxes for Sup of Mun. Bud	9,517,205.23	9,288,008.00
Total General Revenues	13,712,100.00	13,273,409.77

Summary of Appropriations	2017 Budget	Final 2016 Budget
1. Operating Expenses: Salaries & Wages	4,048,291.00	3,877,493.00
Other Expenses	6,079,712.25	6,136,986.77
2. Deferred Charges & Other Appropriations	863,100.50	871,766.00
3. Capital Improvements	825,000.00	558,417.00
4. Debt Service (Include for School Purposes)	1,443,996.25	1,378,747.00
5. Reserve for Uncollected Taxes	452,000.00	450,000.00
Total General Appropriations	13,712,100.00	13,273,409.77
Total Number of Employees	87	87

2017 Dedicated Water Utility Budget
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Summary of Revenues	Anticipated	
	2017	2016
1. Surplus	139,000.00	161,000.00
2. Miscellaneous Revenues	1,962,325.00	1,906,500.00
3. Deficit (General Budget)		
Total Revenues	2,101,325.00	2,067,500.00
Summary of Appropriations	2017 Budget	Final 2016 Budget
1. Operating Expenses: Salaries & Wages	31,062.00	30,688.00
Other Expenses	1,378,360.00	1,362,237.00
2. Capital Improvements	212,325.00	206,500.00
3. Debt Service	477,178.00	465,675.00
4. Deferred Charges & Other Appropriations	2,400.00	2,400.00
5. Surplus (General Budget)		
Total Appropriations	2,101,325.00	2,067,500.00
Total Number of Employees	1	1

Balance of Outstanding Debt		
	General	Water Utility
Interest Budgeted	198,996.25	87,178.00
Principal Budgeted	1,245,000.00	390,000.00
Outstanding Balance	11,240,490.00	3,953,550.00

Be It Further Resolved that the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey does hereby approve the hereinabove captioned budget on introduction for the year 2017; and,

Be It Further Resolved that the Municipal Clerk is hereby directed to advertise the Budget Summary in the Borough's official newspaper in accordance with state law, and such advertisement shall include the following language:

"Notice is hereby given that the Budget and Tax Resolution was approved by the Governing Body of the Borough of Allendale, County of Bergen, on March 23, 2017.

A hearing on the Budget and Tax Resolution will be held at the Municipal Building on April 27, 2017 at 8:00 p.m. at which time and place objections to the Budget and Tax Resolution for the year 2017 may be presented by taxpayers or other interested persons.

Copies of the Budget are available in the office of the Borough Clerk at the Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey; Phone: (201) 818-4400, during the hours of 9:00 a.m. to 4:30 p.m."

Consent Agenda

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- A. **17-106**/Approval of Bill List
- B. **17-107**/Appoint Hourly Seasonal Intern – Elizabeth Davis
- C. **17-108**/Appoint Hourly Season Intern – Olivia Callaghan
- D. **17-109**/Support Adoption of A-4234 – JIF Investment Legislation
- E. **17-110**/Approve Donation of Crestwood Lake 2017 Season Pass – Allendale Woman’s Club 2017 Fashion Show
- F. **17-111**/Approve of Interlocal Shared Services Agreement – Waldwick Well-Baby Clinic
- G. **17-112**/Approve Carnival Request – Church of the Guardian Angel
- H. **17-113**/Appoint Recycling Coordinator – Tatiana Marquis
- I. **17-114**/Approve 2017 Memorial Day Parade Request
- J. **17-115**/Authorize Refunds – Overpayment of 2016 Taxes – Various Properties
- K. **17-116**/Authorize Emergency Temporary Budget Appropriations
- L. **17-117**/Authorize Signatories – Lakeland Bank
- M. **17-118**/Award 2016 Professional Service Contract – Mott MacDonald – Water & Sewer Engineering Services
- N. **17-119**/Authorize Refund – Water Adjustment

Motion by Councilman Strauch, second by Councilwoman McSwiggan, that the Consent Agenda be approved.

On a roll call, the vote on the Consent Agenda was recorded as follows:

Councilman Bernstein:	aye	Councilman Sasso:	absent
Councilwoman Homan:	absent	Councilman Strauch:	aye
Councilwoman McSwiggan:	aye	Councilwoman Wilczynski:	aye

All members present voting in favor, the Consent Agenda was approved.

Resolution 17-106

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 March 23, 2017 in the amounts of:

Current Fund	\$1,412,781.28
Payroll Account	\$396,743.95
General Capital	\$67,446.95
Animal Fund	\$39.60
COAH/Housing Trust	\$1,758.77
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$6,582.50
Water Operating	\$131,363.70
Water Capital	\$1,524,961.44
Total	\$3,541,678.19

Resolution 17-107

Appointment of an Hourly Seasonal Intern

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Elizabeth Davis be appointed as an hourly, part-time, seasonal intern effective July 3, 2017 at a rate of \$15.00 per hour.

Resolution 17-108

Appointment of an Hourly Seasonal Intern

Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Olivia Callaghan be appointed as an hourly, part-time, seasonal intern effective May 22, 2017 at a rate of \$15.00 per hour.

Resolution 17-109

RESOLUTION SUPPORTING A-4234

Whereas, almost all local units of government and Boards of Education in New Jersey secure insurance through governmental entities known as joint insurance funds (hereinafter JIFs); and

Whereas, existing law limits JIFs to investments otherwise authorized for local governmental entities and Boards of Education; and

Whereas, existing law greatly limits the potential investment earnings, currently less than 1% on investments of approximately \$1 billion; and

Whereas, S-2663 and A-4234 would permit JIFs to invest in debt obligations of any governmental entity established under the laws of the State of New Jersey; and

Whereas, while the range of investments permitted by A-4234 is still very conservative, it would save the taxpayers at least \$10 million per year; and

Whereas, A-4234 would also reduce interest expense for local units of government and boards of education by creating an additional purchaser of their bonds,

Whereas, A-4234 would also permit JIFs to join together and create a joint investment and cash management program further increasing investment income, and

Whereas, the Senate companion bill, S-2663 has already been adopted.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that:

1. The legislature is urged to adopt A-4234,
2. A copy of this resolution shall be sent to the Assembly Speaker and the legislative delegation in the 40th district, as well as the Governor, Commissioner of the Department of Banking and Insurance and the Commissioner of the Department of Community Affairs.

Resolution 17-110

Donation of Crestwood Lake Season Pass
To Allendale Woman's Club 2017 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 2017 Season Pass to the Allendale Woman's Club for the 2017 Fashion Show on April 25, 2017.

Resolution 17-111

**Approval of 2017 Interlocal Service Agreement With
Waldwick for Well Child Care Services through the Waldwick Well-Baby Clinic**

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 2017 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 Municipal Clerk be and they are hereby authorized to sign said contract.

Resolution 17-112

Approval of Guardian Angel Carnival

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the application of the Guardian Angel Church to hold a carnival from June 6, 2017 through June 10, 2017 is hereby approved.

Resolution 17-113

Appointment of a Recycling Coordinator

Be It Resolved by the Governing Body that Tatiana Marquis is hereby appointed as the Recycling Coordinator effective January 1, 2017 at an annual compensation of \$2,000.00.

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Resolution 17-114

Approval of 2017 Memorial Day Parade

Be It Resolved by the Mayor and Borough Council of the Borough of Allendale, County of Bergen, State of New Jersey that it does hereby grant permission to the Veterans of Foreign Wars Post 10181 to conduct the annual Memorial Day Parade on Monday, May 29, 2017 at 9:30 a.m.

Resolution 17-115

OVERPAYMENT

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 2016 Taxes:

Block/ Lot	Name	Property Location	Amount
511/5.20	Herrera, Karen 29 Sawyer Court Allendale, NJ 07401	29 Sawyer Ct	\$8,007.07
405/2	Pettinato, Charles 136 Heights Road Allendale, NJ 07401	136 Heights Rd	\$46.74
408/18	Ross, David C/O Ross & Ross 52 Main Street Hackensack, NJ 07601	18 Albert Rd	\$3,424.29
505/5	Cornacchia, Raphael & Julie 70 Arlton Avenue Allendale, NJ 07401	70 Arlton Ave	\$5,984.62
511/5.14	Wells Fargo Home Mortgage 1 Home Campus MACX2302-04D Des Moines, IA 50328	15 Hubbard Ct	\$6,629.52
801/6	Title America Land Services, Inc 100 Crossways Park West Suite 312 Attn: Trisha Woodbury, NY 11797	111 E. Allendale Ave	\$3,241.26
1407.01/1	Wells Fargo Home Mortgage 1 Home Campus MACX2302-04D Des Moines, IA 50328	310 Brookside Ave	\$2,852.01
1503/19	Garbar, Desiree	25 Carteret Road	\$4,339.02

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25 Carteret Road
 Allendale, NJ 07401

1601/5	Buchbaum, Glen E & Sara A 38 Walnut Place Allendale, NJ 07401	38 Walnut Place	\$273.31
1604/21	Kozakiewicz, Barbara 43 Hillside Avenue Allendale, NJ 07401	43 Hillside Ave	\$2,064.10
1705/13	Damiani, Raemon & Jennifer 55 Cedar Drive Allendale, NJ 07401	63 Brookside Ave	\$3,284.38
1710/1.01 C0131	A Absolute Escrow Settlement Company, Inc. PO Box 769 Millburn, NJ 07041	131 Orchard Pk	\$1,660.25
1710/1.01 C0229	Capuano, J. Henry 229 Orchard Park Allendale, NJ 07401	229 Orchard Pk	\$1,668.80
1710/1.01 C0234	Jerome, Leah 234 Orchard Park Allendale, NJ 07401	234 Orchard Pk	\$1,619.21
1710/9	Switala, Keith & Mary 160 W Orchard Street Allendale, NJ 07401	160 W Orchard St	\$2,097.32
1805/2	Abplanalp, Paul H. & Nancy E. C/O Mark E. Ruffolo, Esq. Attorney at Law 145 N. Franklin Turnpike-Suite 209 Ramsey, NJ 07446	430 Franklin Tpke	\$2,970.92
1809/8 C0086	A Absolute Escrow Settlement Company, Inc. PO Box 769 Millburn, NJ 07041	86 Elm St	\$2,534.38
2101/1.2001	Farrell, William J. & Carol A. 2001 Whitney Lane Allendale, NJ 07401	2001 Whitney Lane	\$2,734.51
2201.01/1.03	Hopes and Dreams LLC 427 Russel Avenue	62 Burtwood Ct	\$9,354.31

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Wyckoff, NJ 07481

TOTAL

\$64,786.02

Resolution 17-116

Authorizing Emergency Temporary Budget Appropriations

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2017 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund	
Administration, O.E.	\$1,000
Mayor & Council, O.E.	500
Municipal Clerk, S&W	13,000
Finance, S&W	15,000
Tax Collection, S&W	5,000
Tax Collection, O.E.	1,000
Tax Assessment, S&W	4,000
Tax Assessment, O.E.	4,000
Legal, O.E.	20,000
Engineering, S&W	2,000
Engineering, O.E.	5,000
Planning & Zoning, S&W	2,000
Planning & Zoning, O.E.	5,000
Construction, S&W	6,000
Construction, O.E.	1,000
Electrical Inspector, S&W	1,500
Plumbing Subcode, S&W	1,500
Property Maintenance, S&W	500
Fire Subcode, S&W	2,200
Worker's Comp, O.E.	42,000
Group Insurance, O.E.	60,000
Police, S&W	275,000
Police, O.E.	5,000
Fire Department, O.E.	15,000
Emergency Management, S&W	600
Fire Official, S&W	600
Radio Equipment Maintenance, O.E.	500
Municipal Prosecutor, S&W	600

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Streets & Roads, S&W	100,000
Streets & Roads, O.E.	3,000
Shade Tree, O.E.	5,000
Garbage & Trash Removal, O.E.	22,000
Municipal Recycling, S&W	1,000
Municipal Recycling, O.E.	5,500
Buildings & Grounds, O.E.	7,500
Board of Health, S&W	5,000
Animal Control, O.E.	500
Parks, O.E.	3,000
Crestwood, O.E.	7,000
Municipal Alliance, O.E.	2,000
Electricity, O.E.	10,000
Street Lighting, O.E.	15,000
Telephones, O.E.	10,000
Gas (Natural), O.E.	8,000
Gasoline, O.E.	4,000
Social Security	25,000
Municipal Court, S&W	1,500
Payment of Bond Principal	270,000
Payment of Bond Interest	30,000
TOTAL OPERATING FUND	\$1,023,500
Water Utility Fund	
Other Expenses	\$60,000
Water Purchase	50,000
Payment of Bond Principal	50,000
Payment of Bond Interest	10,525
TOTAL WATER UTILITY	\$170,525

2. That said emergency temporary appropriation will be provided in the 2017 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

Resolution 17-117

WHEREAS, the Mayor and Council has determined it to be in the best interest of the Borough of Allendale to establish a banking relationship with Lakeland Bank.

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Allendale execute and deliver to said bank a duly signed original of the completed banking resolution as is annexed thereto, and that the authority to transact business, including but not limited to the maintenance of savings, checking and other accounts as well as borrowing by the Borough of Allendale, shall be contained in said resolution with the named officers therein authorized to so act on behalf of the Borough of Allendale as specified hereto.

Ratification of Award of Professional Service Contract to
Mott MacDonald for Water and Sewer Engineering Services for 2016

Whereas, the Borough of Allendale (the “Borough”) required the service of a Water and Sewer Engineering professional for the year 2016, and

Whereas, it was contemplated prior to January 1, 2016 that the temporary and permanent budgets would contain the necessary appropriations estimated to be reasonably required for each such professional service; and

Whereas, Mott McDonald was retained and appointed by the Borough to perform Water and Sewer Engineering Services for the Borough from January 1, 2016 to December 31, 2016; and

Whereas, it has been determined that the Governing Body inadvertently did not heretofore pass a resolution appointing Mott McDonald to perform such Water and Sewer Engineering Services for the Borough for the period January 1, 2016 to December 31, 2016; and

Whereas, Mott McDonald has previously executed a contract for the services rendered which set forth the compensation for such services therein; and

Whereas, a Certification of availability of funds had been received from the Chief Financial Officer or that such funds would be encumbered by Purchase Order on an as-needed basis pursuant to the provisions of NJAC 5:30-5.4 et seq; and

Whereas, the compensation to be paid to Mott McDonald did not exceed the budget appropriation for such services; and

Whereas, in any instance where it is anticipated that the expenditure for each such professional service will exceed the sum of \$17,500 for said calendar year, Mott McDonald has completed, submitted and filed a Business Entity Certification Disclosure which certifies that the above named persons and/or entities have not made any reportable contributions to any political or candidate committee including (Republicans for Responsible Government, Allendale Republican Club, Allendale Democratic Club, Candidates for Allendale Municipal Government, Bergen County Democratic Organization, Bergen County Republican Organization) in the previous one

(1) year, and that the contract will prohibit the above named professionals/business entities from making any reportable contributions through the term of the contract;

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough that the following appointment of Mott McDonald as the Water and Sewer Engineer for the Borough made for the calendar year 2016 be and hereby is ratified:

Be It Further Resolved that this contract was being awarded as a non-fair and open contract, pursuant to the provisions of NJSA 19:44A-20.5; and

Be It Further Resolved that the Business Disclosure Entity Certification and the determination of value be placed on file with this Resolution.

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Water and Sewer Engineer

Mott MacDonald

The compensation for the aforesaid positions was established by the salary ordinance or the contract for such services which shall be executed by each of the professionals named herein; and

Be It Further Resolved that the aforesaid appointment was made without competitive bidding under the provisions of NJSA 40A:11-5(1)(a) which exempts from competitive bidding Professional Services rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law; and

Be It Further Resolved that the appropriate Borough Officials be and they are hereby authorized to execute contract with Mott McDonald for the services to be rendered.

Resolution 17-119

Water Adjustment

Whereas, the utility payer listed below has been found to have their utility bill reduced by the amount shown, and

Whereas, this adjustment is due to an estimated bill, incorrectly reported water usage or incorrect readings,

Now, Therefore, Be It Resolved by the Council of the Borough of Allendale that this adjustment be granted, with a refund, to the following utility bill payer:

Name	Account Number	Amount
Douglas Butler	311-1403741805	\$476.47

Unfinished Business:

There was no unfinished business

New Business:

There was no new business

Council Committee Reports and Comments

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan advised that the Water, Sewer and Public Utilities Committee will be meeting on Monday and will be following up on ongoing projects. She reported that the Fairhaven Booster Tank Improvements have been going well and they are currently working on integrating the computer system with Suez. The committee will be reviewing a leak detection report which has been generated part of an ongoing program in which a 1/3 of the town is addressed per year to determine whether there are any leaks in the water system. She noted that by doing so, it helps to reduce the Borough's unallocated and unreported water. In conducting a quick review of the report, she indicated that there were no significant issues.

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Councilman Bernstein – Administration, Finance, and Human Resources

Councilman Bernstein reported that the Administration, Finance and Human Resources Committee had their last general meeting on February 8th and have met several times since then to discuss the budget. He advised that they have met with the Financial Advisory Committee to review the budget. He noted that this meeting was very helpful and thanked the members for their input.

Councilman Bernstein advised that during the meeting on February 8th, there was a discussion on OPRA requests which seem to be coming in at a greater volume than in the past. Although the Borough understands the importance of OPRA, he commented that these requests have been very taxing to the Borough staff.

Mayor White commented that the public should be aware of the amount of time and effort as well as the cost that is associated with responding to the large number of OPRA requests that have been received. She explained that a majority of the documents that have been requested are already available on the Borough's website. She expressed her opinion that the Borough does a good job of disseminating information to the public and keeping the Borough's Facebook page up-to-date. She further advised that the members of the Council are very accessible via email if residents have any questions or concerns.

Councilman Bernstein explained that the committee is looking to engage a service to review the Borough Code to ensure that it is both in line with current Statutes and that the various sections are not in conflict with each other. The committee is also working to ensure that all changes to the Code are posted to the website as quickly as possible. Councilman Bernstein advised that summer internships were discussed, noting that a resolution was adopted this evening to appoint the interns. He commented that they are happy to have Ms. Davis and Ms. Callaghan back and he thanked them for the work that they have done for the Borough thus far.

Staff Reports:

Ray Wiss, Municipal Attorney, advised that there is a case management conference scheduled on April 12th for the statewide COAH litigation matter. In terms of the Northern Highlands lighting matter, they are working to finalize a settlement draft with the hope of placing a resolution to approve same on the April 6th agenda. With respect to the acquisition of 220 and 230 West Crescent Avenue, Borough Attorney Wiss stated that he is pleased to report that all of the contingencies have been satisfied and closing documents are being prepared.

Anne Dodd, Municipal Clerk, reported that she has communicated to the Board of Elections her recommendation to move District 2 to the Ambulance Corps Building and District 4 to the Quilt Room in Borough Hall. She noted that she is awaiting approval from them. She advised that her office has started to issue compost permits through the new municipal management software, SDL, and it seems to be going smoothly.

Alissa Mayer, Chief Financial Officer, advised that she had no report.

Ron Kistner, Administrative Officer/Director of Operations, advised that, weather permitting, the Tennis Court Rehabilitation project will be starting next week. Bids will be accepted for both the generator at the Firehouse and ADA improvements to the Crestwood bathrooms.

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Mayor White thanked the DPW and Public Safety for the outstanding job that they did during the snowstorm, noting that it was a difficult storm.

Correspondence

**Bergen County Division of the Treasurer
Increase**

RE: County Open Space Tax Rate

Mayor White announced that the Bergen County Freeholders have increased the County Open Space tax rate from .0025 to .01 which means that residents will see an increase in this portion of their taxes.

Councilman Strauch noted that when this tax was first implemented, voters authorized \$0.01 per \$100. He expressed his opinion that this trust fund has been underfunded and commented that he is glad to see that it has been increased to the originally authorized amount.

NJ DOT

**RE: Rt 17 NB, Linwood Ave to Lake
Street Resurfacing Project**

Mayor White announced that notification has been received from the NJ DOT that Route 17 northbound from Linwood Avenue in Ridgewood to Lake Street in Ramsey is scheduled to be repaved beginning in May. She advised that there will be intermittent closures in the evening.

Public Comment on any issue:

No one came forward.

Adjournment:

There being no further business to come before the Mayor and Council, on a motion by Councilwoman McSwiggan, second by Councilman Bernstein, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:17 p.m.

Respectfully submitted,

Anne Dodd, RMC
Municipal Clerk