

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
November 12, 2015

PRESENT: Mayor Elizabeth White and Council members Ari Bernstein, Liz Homan, Jackie McSwiggan, Jim Strauch, Steve Sasso, 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 November 12, 2015. 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.”

Public Comment

Kelly Schroeter, 856 W. Crescent Avenue, expressed her concern regarding trees that had been mulched and left in large berms on her neighbor’s property. She noted that it has been 6 months since he was told by the Property Maintenance Official that they needed to be raked out. She advised that she had reached out to the Property Maintenance Official regarding this issue about a week and a half ago and has not received a response.

Mayor White advised that Ron Kistner will follow up with the Property Maintenance Official and will report back to Ms. Schroeter with a status.

Administration:

A. Agenda Review

Mayor White reviewed the Regular Session agenda. Due to the transition in the Municipal Clerk’s office, the July 9th Work Session Minutes had never been approved and are being listed on tonight’s agenda.

Mayor White explained that the ordinance that is being adopted tonight is to prohibit the payment of property taxes in cash. She noted that those who currently pay their taxes in cash have been advised of this change.

She reviewed the Consent Agenda, noting that authorization to go out to bid for garbage pickup is on tonight’s agenda. She explained that they decided to move to curbside pickup up 5 years ago which will continue. Bid specifications are in the

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process of being reviewed. She pointed out that there is a resolution on the agenda to accept the resignation of Luis Alvelo. She commented that he will be missed and wished him well in his new position.

Mayor White requested that Councilman Bernstein provide an explanation of the resolution to designate Lakeland Bank as a depository for the Borough of Allendale. Councilman Bernstein explained that the CFO spent a lot of time in selecting this new bank. He advised that information was submitted to the committee and they were able to narrow down the selection to three banks. After discussion over the course of two meetings, the CFO's recommendation was to select Lakeland Bank and the committee is in agreement with this recommendation.

B. Mayor's Report

Mayor White congratulated the Chamber of Commerce on its 80th Anniversary Gala and advised that Councilman Bernstein and Councilman Sasso attended this event on behalf of the governing body and the Police Chief attended as well. She noted that the Veterans Day Service was held at Memorial Park at 11 a.m. She thanked everyone who attended and remarked that it was a great ceremony. The dedication of the signs for those residents who lost their lives in war took place at this ceremony. She thanked Councilman Sasso as this project was his doing and she commented that he did an outstanding job. She also thanked Ron Kistner and Liam Wilczynski for implementing the idea. She expressed her belief that these signs will not only make world of difference now but for many years to come.

As the time has not been reached to commence the Regular Session, Mayor White announced that Council Committee Reports and Staff Reports would be covered during this meeting.

Council Committee Reports and Comments

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan advised that the committee will be meeting on November 24th. She expressed that she is pleased with the progress of this committee as they are plugging away at the capital projects as well as other issues such as reducing the number of estimated readings.

She congratulated Councilwoman Homan and Councilman Strauch on their reelection. She expressed that she is grateful that they are both willing to serve another term on the Council as their input and thoughts are valued.

Councilman Bernstein – Administration, Finance and Human Resources

Councilman Bernstein congratulated Councilwoman Homan and Councilman Strauch. He advised that his committee met earlier this week and one of the main focuses was the 2016 budget. He noted that budget requests for next year are to be submitted by Department Heads by November 30th and he requested that the chairs of their committees assist the Department Heads in putting together their requests. He further

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advised that the committee will be meeting on December 15th to discuss the capital budget.

Councilman Strauch – Land Use and Construction Code

Councilman Strauch reported that the Land Use and Construction Code Committee met in October. He commented that the department continues to convalesce and do well with Ms. Geisler and Mr. Yaccarino joining the team. He noted that the goal is to get back on track and be current and advised that the employees have been told to reach out for guidance when necessary.

Councilwoman Homan – Public Safety

Councilwoman Homan remarked that her team continues to run smoothly. She advised that the gates are in place on West Crescent Avenue and the pedestrian crossing signs have also been installed. She thanked the Police Department and Ron Kistner for their work in getting these projects completed. She will be attending a meeting with the volunteer groups tomorrow morning and the committee will meet again on November 20th.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski reported that the fields are in the process of being closed down as the last lawn treatment was just completed. She advised that the next ASA meeting will take place on November 17th and she will find out how the teams did. She congratulated Councilwoman Homan and Councilman Strauch and welcomed Michelle Ryan aboard. She thanked Councilman Sasso for the veterans' memorial and commented that it was an amazing event. She remarked that having the DeMercurio family present allowed the governing body to see the effect that this project had on this family. She advised that the next committee meeting is scheduled for Monday, November 16th.

Councilman Sasso - Public Works

Councilman Sasso welcomed Michelle Ryan. He thanked Ron Kistner for organizing the auction as it raised \$16,000 in unanticipated revenue for the Borough which could possibly pay for interest on notes or the salary for the Property Maintenance Official. He advised that the bid opening for the Articulated Wheel loader is scheduled for tomorrow morning.

Staff Reports:

Ray Wiss, Municipal Attorney, expressed his hope that the GRC matter will be dismissed this week as the judge had directed a meeting with the Plaintiff where access to the requested documents was granted. With respect to the COAH litigation, the judge gave the Borough an extension until December 10th to provide a summary plan. He noted that there is a statewide battle to decide how many low and moderate units that the Borough is obligated to provide. He advised that the Borough must set forth a plan with how many units it will be providing and he will be meeting with the Borough Planner a week from Monday to work on this plan.

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Anne Dodd, Municipal Clerk, advised that the election went smoothly, with only one voting machine jamming at the end of the night. She welcomed Michelle Ryan aboard, advising that Ms. Ryan began in her position on Monday and has been busy training in her new position. Borough Clerk Dodd noted that she sent in authorization to proceed with the latest supplement for the Borough Code which will include updating the website.

Ron Kistner, Director of Operations/Administrative Officer, advised that the fire hydrants arrived today. As Greenway needed to be subbed out to United Water, it will be completed in the next week or so and Colonial will be replaced on Monday.

Adjournment

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:09 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk