

November 25, 2013

A Regular meeting of the Borough Council was held in the Municipal Building on November 25, 2013. The meeting was called to order at 8:00 p.m. by Mr. Barra who announced that the requirements of the Open Public Meetings Act were met by the required posting and notice of publications.

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

The following Council members answered roll call: Mr. Bernstein, Mrs. McSwiggan, Mr. Strauch, Mrs. White, Mrs. Wilczynski and Mayor Barra. Ms. LaMonica was absent. Also present were Mrs. McCarthy and Mr. Bole.

Introduction of Ordinances

Ordinance 13-17 – Introduced by Mrs. White, seconded by Mrs. McSwiggan

Be It Resolved that an Ordinance entitled 13-17, “An Ordinance to Amend Chapter 67 of the Code of the Borough Entitled ‘Salaries and Compensation’ ” heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 12th day of December, 2013, at 8:00 p.m. or as soon thereafter as the matter can be reached, at the regular meeting place of the Borough Council, and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

On roll call, all Council members voted in favor.

(See copy of Ordinance 13-17 attached and made a part hereof.)

Resolutions

Resolution 13-408 – Introduced by Mrs. White, seconded by Mrs. Wilczynski

Whereas, there will exist a vacancy in the office of Municipal Clerk/Administrative Officer for the Borough of Allendale (“Allendale”), effective January 1, 2014; and

Whereas, Andrew Casais has been selected to perform all of the necessary functions of the Municipal Clerk/Administrative Officer; and

Now, Therefore, Be It Resolved, by the Mayor and Council of the Borough of Allendale that Andrew Casais is hereby appointed Municipal Clerk of Allendale for a term of three (3) years commencing January 1, 2014 until December 31, 2016, pursuant to N.J.S.A. 40A:9-133 and is additionally appointed as Administrative Officer pursuant to Code Section 53-48 et. seq. for the same term; and

Be It Further Resolved that the salary for said positions shall be as follows:

- (i) For the period between January 1, 2014 and ending December 31, 2014: \$62,000.
- (ii) For the period commencing January 1, 2015 and ending on December 31, 2015: \$66,000.
- (iii) For the period commencing January 1, 2016 and ending on December 31, 2016: \$70,000;

Be It Further Resolved that the aforesaid compensation for the position of Municipal Clerk/Administrative Officer shall be set forth in the annual salary ordinance and implementing resolutions adopted from year to year; and

Be It Further Resolved that in the event that Andrew Casais, at the request of Allendale, shall work on any dates prior to the formal commencement of his employment on January 1, 2014, he shall be compensated on a pro rata, per diem basis based upon his salary set forth above for the period of January 1, 2014 through December 31, 2014 with the same benefits he will have as of January 1, 2014.

On roll call, all Council members voted in favor.

The Council expressed their congratulations to Mr. Casais.

Consent Agenda

Resolution 13-400 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

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 November 25, 2013.

On roll call, all Council members voted in favor.

Resolution 13-401 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Whereas, there is a need for animal control services in the Borough of Allendale, and

Whereas, TYCO Animal Services has available such services as are needed; and

Whereas, TYCO Animal Services has agreed to provide mandated and additional services in the amount of \$9,000.00 and other services in accordance with the fee schedule that has been provided; 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 TYCO Animal Services; and

Be It Further Resolved that the Mayor and Municipal Clerk are hereby authorized to sign said contract.

On roll call, all Council members voted in favor.

Resolution 13-402 - Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Be It Resolved by the Governing Body that Sherri D'Alessandro, CMCA, is hereby appointed as Deputy Court Administrator and Barbara Meyer is hereby appointed as Deputy Violations Clerk of the Allendale Municipal Court, both effective November 26, 2013;

Be It Further Resolved that the compensation for said positions shall be set forth in the annual salary ordinance and implementing resolution.

On roll call, all Council members voted in favor.

Resolution 13-403 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Whereas, The Borough of Allendale (Borough), currently has a Solid Waste Collection and Disposal Contract (contract) with Suburban Disposal, Inc., (Suburban) dated April 7, 2011 for a term of five years which commenced on April 15, 2011 until April 14, 2016; and

Whereas, the contract was the result of a public bid wherein Suburban was the lowest responsible, responsive bidder; and

Whereas, the bid specifications contained a number of options/alternates, all of which were required to be bid upon; and

Whereas, one of the alternates was for the collection of comingled recyclables; and

Whereas, Suburban and other bidders bid on this option; and

Whereas, the recycling alternate was not included in the original contract price; however, the bid specifications provided that the Borough reserved the right to adjust the Contract on the anniversary date on notice to the contractor with regard to certain options which were bid and set forth on the bid proposal form provided that Suburban remained the lowest bidder; and

Whereas, the DPW committee of the council during its annual review has decided to recommend that the contract be amended to include comingled recycling since it has determined that there will be a savings in man hours, fuel and utilization of Borough equipment; and

Whereas, Suburban, as part of its contract, currently collects certain recyclables including cardboard, scrap metal and bulk waste; and

Whereas, N.J.A.C. 5:30-11.2 defines “Change Order”, in part, to mean...”change the....character of... services performed from that originally specified...and to correspondingly change the payment due therefore”; and

Whereas, under N.J.A.C. 5:30-11.3 (a)7, “Change Orders shall not be used to **substantially** (emphasis supplied) change the...character of the...work to be provided...”; and

Whereas, the proposed Change Order would not be a substantial change in the character of the work to be provided relative to the overall contract because Suburban currently picks up certain recyclables under the original contract; and

Whereas, the proposed Change Order does not exceed the original contract price by more than 20%; and

Whereas, the Chief Financial Officer has attached a Certification that adequate funds are or will be made available in the budgets of the Borough to pay for the amended contract; and

Now, Therefore, Be It Resolved by the Governing Body that Change Order No. 1 attached hereto and incorporated herein relating to comingled recycling pickup is hereby authorized and approved; and

Be It Further Resolved that the Mayor and Municipal Clerk are authorized to execute Change Order No. 1 on behalf of the Borough; and

Be It Further Resolved that the Mayor and Municipal Clerk are authorized to execute an amended contract with Suburban for comingled recycling pickup in the amount of \$62,400 per year commencing January 1, 2014 until April 16, 2016.

On roll call, all Council members voted in favor.

Resolution 13-404 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Be It Resolved, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to cancel the taxes owed on the following list of uncollectible properties for 2013. The properties are as follows:

<u>BLOCK / LOT</u>	<u>ADDRESS</u>	<u>AMOUNT</u>
301 / 45	Rear Farley Place	\$216.84
2204 / 15	New Street	\$ 35.36

On roll call, all Council members voted in favor.

Resolution 13-405 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Be It Resolved by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to reduce the 2013 levy and issue the following overpayment checks due to senior citizen and veteran deductions for the tax year 2013:

Block/ Lot	Name	Property Location	Amount
1503.01/17	Gebhardt, George & Corine 36 Carteret Road Allendale, NJ 07401	36 Carteret Rd	\$250.00
2003/16	Sandecki, Jean 41 Chestnut Street Allendale, NJ 07401	41 Chestnut St	\$250.00

On roll call, all Council members voted in favor.

Resolution 13-406 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Be It Resolved, that the Mayor and Council of the Borough of Allendale wish to enter into a grant agreement with the County of Bergen for the purpose of using a \$16,800 grant from the 2012 Funding Round of the Bergen County Open Space, Recreation, Farmland and Historic Preservation Trust Fund (“Trust Fund”) for the project entitled, Crestwood Lake Improvements, located in Block 1003, Lot 6, on the tax maps of the Borough of Allendale;

Be It Further Resolved, that the Mayor and Council hereby authorize Vince Barra to be a signatory to the aforesaid grant agreement contract; and

Be It Further Resolved, that the Mayor and Council hereby authorize Vince Barra to sign all County of Bergen Payment Vouchers submitted in conjunction with the aforesaid project; and

Be It Further Resolved, that the Mayor and Council recognize that the Borough of Allendale is liable for a dollar match for any funds awarded in accordance with the Trust Fund’s requirements.

On roll call, all Council members voted in favor.

Resolution 13-407 – Introduced by Mrs. Wilczynski, seconded by Mr. Strauch

Be It Resolved that the following salaries are approved for Borough Employees who are members of the United Public Service Employees Union as set forth herein.

	2010	2011	2012	2013
Jean Manus, Registrar/Board of Health Secretary	\$41,820	\$42,656	\$43,510	\$44,380
Patricia Mullen, Administrative Assistant, Police	\$43,003	\$43,863	\$44,741	\$45,636
Nancy Donnelly, Tax/Finance Clerk	\$45,760	\$47,133	\$48,075	\$49,037
Alice Palmer, Bookkeeper	\$54,060	\$54,601	\$55,147	\$56,250
Victor Bartoloma, Dispatcher		\$32,432	\$33,081	\$33,743
Brad Stio, Dispatcher	\$33,405	\$34,073	\$34,755	\$35,450
Kenneth Marcoux, Dispatcher		\$32,432	\$33,081	\$33,743
Anthony Iacovo, Dispatcher			\$32,432	\$33,081
Mary Rottingen, DPW Clerk, P/T Hourly *Effective 8/1/13	\$13.65	\$14.33	\$15.05	\$15.35 \$17.50

On roll call, all Council members voted in favor.

Resolution 13-398 – Introduced by Mrs. McSwiggan, seconded by Ms. LaMonica.

Whereas, the Mayor and Council of the Borough of Allendale, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under a County Cooperative as well as Federal Supply Schedules; and

Whereas, the Mayor and Council of the Borough of Allendale have the need on a timely basis to purchase the goods or services utilizing the Federal Supply Schedules; and

Whereas, the Fire Chief and Deputy Fire Chief have recommended that the Borough essentially utilize H-GAC Cooperative Purchasing for the purchase of Fire Equipment; and

Whereas, any purchase made by the Borough of Allendale made through this resolution shall be subject to the conditions applicable to the current National Cooperative.

Now, Therefore, Be It Resolved that the Borough of Allendale authorizes the Chief Finance Officer and/or Borough Administrator to enroll in H-GAC Cooperative Purchasing Program pursuant to all conditions of the National Intergovernmental Purchasing Alliance Cooperative;

Be It Further Resolved that the Mayor is authorized to sign the Interlocal Contract between the Borough of Allendale and H-GAC

On roll call, all Council members voted in favor.

Committee Reports

Water and Sewer

Mrs. McSwiggan said there have been 49 violations noted with 29 abated. The program is about 85 to 90 percent complete. They are trying to figure out how to reach the residents who have been non-responsive to this point. Mrs. McSwiggan said 1833 inspections are done and only 241 inspections are left to be done. Some areas have been identified that will have significant impact on this portion of the budget for the coming year. Mrs. McSwiggan will call a meeting of the committee of the public that has offered advice on setting up the sump pump program.

Mayor Barra said a refund was received from the Northwest Bergen Sewer Authority and the Borough's sewer charges for next year will be significantly lower than they were this year. An I and I inspection will also be done on the main lines.

Public Safety

Mr. Bernstein said the Public Safety Committee will meet on Wednesday, November 27th at 7:00 a.m.

Land Use and Construction Code

Mr. Strauch said the next meeting of the Land Use Committee will be Thursday, December 12th.

Public Works

Mrs. White stated that the next meeting of the Public Works Committee is scheduled for Friday, December 6th at 8:00 a.m. That is the same day as the Holiday Walk.

Personnel, Finance and Human Resources

Ms. LaMonica was absent.

Facilities, Parks and Recreation

Mrs. Wilczynski said that the new organic agent that was used in Crestwood Lake has already saved the Borough about 21% less than last year. New pumps will be going in and she looks for even greater savings next year. The revenues for 2013 came to \$320,000, up about \$10,000 from last year.

Mrs. Wilczynski said the next meeting of her Committee will be Tuesday, December 3rd at 12:00 p.m. At that time the Committee will review Mr. Bernstein's request to offer a Lake discount to members of the Planning Board and Board of Adjustment.

Mrs. Wilczynski said the turf blankets have come in and will be installed on the Junior Football Field in the near future.

Mrs. Wilczynski said the town hall and the library side of the building have been painted, including the cupola. Mr. Barra suggested shining a light on the cupola which will make the

Municipal Attorney

Mr. Bole did not have a report.

Municipal Clerk

Mrs. McCarthy told the members of the Council that they are invited to attend the Menora lighting on December 2nd at 6:30 p.m.

Director of Operations

Mr. Yakimik did not have a report.

Public Comments

Mr. Barra opened the meeting to the public for comments on any topic.

There were none.

On a motion by Mrs. White, seconded by Mr. Strauch, the Council voted unanimously to adjourn at 8:35 p.m.

Respectfully submitted,

Gwen McCarthy
Municipal Clerk