

Mayor and Council of the Borough of Allendale
Work Session Meeting Minutes
October 22, 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 October 22, 2015. The meeting was called to order at 7:35 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. Recognition of AVAC Members

Mayor White stated that they had hoped to recognize four members of the Allendale Volunteer Ambulance Corps who had completed their training over the summer. She noted that they are four great people who spent a lot of time and effort to attain this achievement and as they are not present this evening, this presentation will be rescheduled.

Administration:

A. Agenda Review

Mayor White reviewed the Regular Session agenda. She requested that Councilman Bernstein provide an explanation of the ordinance that is being introduced this evening. Councilman Bernstein explained that Alissa Mayer, CFO, indicated to the Administration, Human Resources, and Finance Committee that there are residents who pay various fees in cash, including property taxes. He advised that accepting these payments in cash can be problematic for various reasons such as reporting requirements that arise if the deposit is over \$10,000 and concerns about the safekeeping of these funds as well as the safety of the employee who is making the deposit. The Borough Attorney has determined that the Borough is permitted to prohibit the acceptance of cash payments for property taxes and it was the decision of the committee to move forward with enacting this ordinance.

Mayor White reviewed the resolutions on the Consent Agenda, highlighting the resolution to raise awareness of human trafficking. She noted that this resolution was

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requested by Karen Clark and commented that anything that the Mayor and Council can do to alleviate this problem is important.

Mayor White requested Thomas Smith, Fire Chief, to speak on the resolution to accept the donation of firefighting foam from the County. Fire Chief Smith explained that there is a large amount of firefighting foam that is being donated to Bergen County. He noted that foam is expensive, normally preventing it from being used for training purposes. By acquiring the expired foam, it will allow the firefighters to practice with it. He advised that it is non-toxic and can be used anywhere.

Mayor White advised that they are passing a resolution to rescind Phase 2 water restrictions. Councilwoman McSwiggan explained that water usage has dropped significantly, allowing the Borough to rescind the Phase 2 restrictions. Residents will now be permitted to power wash their homes and lawn furniture before winter. Phase 1 restrictions remain in effect year-round.

Mayor White explained that, as part of the restructuring, Diane Vander Wende is being appointed as an Administrative Assistant and she will be focusing on projects that are not currently receiving attention. Michelle Ryan is being appointed to the position of Deputy Municipal Clerk and will also be assisting the Administrative Officer. Mayor White commented that Ms. Ryan is a great addition to the staff and welcomed her aboard.

B. Mayor's Report

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

Councilman Sasso - Public Works

Councilman Sasso advised that the painting of the firehouse is complete and noted that by having the work completed through the Sherriff's department, it may save the Borough as much as \$10,000. The online auction of unused equipment will start on October 30th and will continue until November 6th. The DPW is prepared for snow as equipment is being fixed and mobilized.

Councilwoman Wilczynski – Facilities, Parks and Recreation

Councilwoman Wilczynski reported that she attended a municipal managers meeting for pools along with Councilman Sasso. She commented that she was pleased to learn that Allendale is on the cutting edge with everything and noted that this group is a good resource for guidance on issues pertaining to the lake. She advised that she and Ron Kistner went to Monroe, Connecticut to meet with the company who supplies the pump for Crestwood Lake as a lot of money was spent on upgrading the system and it broke down twice due to a fishing line. The company will provide a solution by the end of the week to have the pump back up and running.

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Councilwoman Homan – Public Safety

Councilwoman Homan advised that the Public Safety Committee met last Friday. The Police Department is moving forward with the accreditation process as the mock assessment is complete and will be submitted in November for final review. She noted that other projects are moving forward and the committee will be meeting again on November 20, 2015.

Councilman Strauch – Land Use and Construction Code

Councilman Strauch reported that the Land Use and Construction Code Committee will be meeting next Wednesday at 8:30 a.m. He commented that the personnel change in the Construction Office is working out very well. Councilman Strauch and the Construction Official will be having weekly meetings on Wednesday mornings. The Construction Official has reiterated the need to amend the Borough's driveway ordinance.

Councilman Bernstein – Administration, Finance and Human Resources

Councilman Bernstein remarked that the committee is very thankful that Ms. Ryan will be joining the Borough staff and thanked Mayor White for her help in guiding the hiring process. He advised the next meeting of this committee is scheduled for November 10th at 4:30 p.m.

Councilwoman McSwiggan – Water, Sewer and Public Utilities

Councilwoman McSwiggan advised that the committee met this past Wednesday and the list of items needing addressing is getting shorter. The fire hydrants have all been repaired with the exception of one which is a more complicated repair. She noted that they are working on upgrades to the Ramsey Water Tank, Fairhaven Tank, and New Street facility which are all ongoing capital projects. As many residents are currently paying estimated water bills, the committee is continuing to follow up on estimated water readings. She asked residents to be mindful and cooperative with United Water and to call United Water to provide their phone number.

Staff Reports:

Ray Wiss, Municipal Attorney, advised that as COAH submissions are being prepared, he has had discussions with the Borough Planner on the status. He has also been addressing some issues concerning the high school as well as the outstanding GRC matter.

Anne Dodd, Municipal Clerk, reported that her office is busy getting ready for the General Election which is scheduled for Tuesday, November 3, 2015.

Thomas Smith, Fire Chief, advised that there were 11 fire calls during the month of September. A bill for reimbursement has been submitted to PSE&G for the power plant fire. He commented that the firehouse looks great.

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Ron Kistner, Director of Operations/Administrative Officer, advised that the posts for the emergency flood gates have been installed on West Crescent Avenue. The proper signage will be installed on West Allendale Avenue next week so that the Police Department can issue summonses for those who drive through walkways. Snow removal equipment has been ordered.

Detective Michael Dillon, Police Department, thanked the Mayor and Council for their support. He advised that he along with Chief Scherb and Father Allen from Trinity Church attended a conference with the Attorney General and County Prosecutor about the use of clergy for events that evoke emotion within the community. He noted that they came to a better understanding about the roles that each play during these events. He expressed the Police Department's hope to schedule a more localized meeting on this issue.

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 8:06 p.m.

Respectfully submitted

Anne Dodd, RMC
Municipal Clerk