

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
September 8, 2016

PRESENT: Mayor Elizabeth White and Councilmembers Jackie McSwiggan, Steve Sasso, and Jim Strauch

ABSENT: Councilmembers Ari Bernstein, Liz Homan, and Amy Wilczynski

ALSO PRESENT: Borough Attorney Ray 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 September 8, 2016. 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.

**Public Comment**

No one came forward.

**Introduction of Ordinances**

Motion by Councilman Sasso that the following ordinance be introduced and passed on first reading and setting October 13, 2016 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 McSwiggan.

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

ORDINANCE 16-25 – AN ORDINANCE OF THE BOROUGH OF ALLENDALE, COUNTY OF BERGEN, NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 270-26 OF THE BOROUGH CODE ENTITLED "RESTRICTED USES AND ACTIVITIES"

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

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

(See Ordinance 16-25, attached and made a part hereof.)

**Consent Agenda**

- A. **16-236**/Approval of Bill List
- B. **16-237**/Authorize Refund – Water Overpayment

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- C. **16-238**/Authorize Hires – Per Diem Dispatchers
- D. **16-239**/Authorize Refunds – State & County Board Judgments
- E. **16-240**/ Authorize Water Bill Adjustment
- F. **16-241**/Affirm Civil Rights Policy
- G. **16-242**/ Award Contract – Tennis Court Rehabilitation Project

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

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

**Resolution 16-236**

**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 September 8, 2016 in the amounts of:

Current Fund	\$791,470.86
General Capital	\$16,835.90
COAH/Housing Trust	\$7,604.87
Water Operating	\$0.00
Water Capital	\$8,420.00
Trust Fund	\$4,720.00
Payroll	\$247,801.62
Improvement & Beautification	\$500.00
Animal Fund	\$0.00
Unemployment Fund	\$6,592.80
<b>Total</b>	<b>\$1,083,946.05</b>

**Resolution 16-237**

Return of Water Overpayment

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Water Collector is hereby authorized to issue the following check on the account listed below and charge same to Water Rents for 2016 in connection with an overpayment:

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<b>Account Number</b>	<b>Name</b>	<b>Amount</b>
311 5175586587	Black Millwork 4 <sup>th</sup> Avenue North Bayport, MN 55003	\$1,516.04

**Resolution 16-238**

Hire of Per-Diem Police Dispatchers

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the following Two (2) per-diem Police dispatchers be hired at the corresponding hourly rate effective September 9, 2016:

Name/Address	Rate
Christopher Carey, Jr. 93 Sulen Road Washington Township, NJ 07676	\$15.30 per hour
Richard Tarleton, Jr. 10 Bergen Avenue Waldwick, NJ 07463	\$15.30 per hour

**Resolution 16-239**

County Board Judgments/State Board Judgments

BE IT RESOLVED, by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to reduce the 2016 tax levy due to County Board Judgments/State Tax Court Judgments as follows:

**County Board Judgments**

104/30	Trajkovic, Sasa & Christine	\$ 5,374.69
505/5	Cornacchia, Raphael & Julie	\$ 879.74
505/9	Sardo, Steve & Nicole	\$ 520.06
1405/23	Capano, Vincent	\$ 5,241.81
1501/20	Romans, Thomas & Sharon	\$ 762.90
2101/1.201	Joy, Sandra	\$ 309.29
2101/1.202	Sullivan, Laurie	\$ 309.29
2101/1.203	Antonucci, Kyle	\$ 332.20
2101/1.205	Ragazzo, Joseph & Linda	\$ 332.20
2101/1.206	Friedman, Herma	\$ 309.29
2101/1.207	Ruffman, Felicia	\$ 309.29
2101/1.1802	Miyake, Junji & Nao	\$ 309.29
2101/1.1805	Liu, Jianyi	\$ 332.20
2101/1.1807	Rogers Joan	\$ 309.29
2101/1.1901	Marcelletti, Travis & Rebecca	\$ 309.29
2101/1.1903	Maloof, Ryan & Amy	\$ 332.20
2101/1.1904	Diaz, Primitivo & Jannette	\$ 332.20

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2101/1.1905	Gonzalez, Amy	\$ 332.20
2101/1.1906	Percival, David & Eleanor	\$ 309.29
2101/1.1907	Lenti, Monica	\$ 309.29

**TOTAL** **\$ 17,556.01**

**State Tax Court Judgment**

1304/17	Mukherjee, Sumit & Gina	\$ 5,658.77
1406/16	Greene, Nancy	\$ 229.10
1503.01/9	Paulius, Robert & Sigita	\$ 1,028.66

**TOTAL** **\$ 6,916.53**

**TOTAL CBJ/SBJ** **\$ 24,472.54**

**Resolution 16-240**

**Whereas**, the utility payers listed below have been found to have their utility bill reduced by the amount shown, and;

**Whereas**, these adjustments are due to an estimated bill, incorrectly reported water usage or incorrect readings.

**Now, Therefore, Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that these adjustments be granted, with no money refunded, to the following utility bill payer:

<b>Name</b>	<b>Account Number</b>	<b>Amount</b>
Barbara J. Martin 611 W. Crescent Avenue Allendale, NJ 07401	31100620534187	\$195.67

**Resolution 16-241**

**A RESOLUTION TO AFFIRM THE BOROUGH OF ALLENDALE’S CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS**

**WHEREAS**, it is the policy of the Borough of Allendale to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

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**WHEREAS**, the Governing Body of the Borough of Allendale has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT ADOPTED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that:

**Section 1:** No official, employee, appointee or volunteer of the Borough of Allendale by whatever title known, or any entity that is in any way a part of the Borough of Allendale shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Allendale's business or using the facilities or property of the Borough of Allendale.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Allendale to provide services that otherwise could be performed by the Borough of Allendale.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Governing Body shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Governing Body shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Allendale as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Governing Body through the Administrative Officer shall establish a system to monitor compliance and shall report at least annually to the Governing Body the results of the monitoring.

**Section 8:** At least annually, the Governing Body through the Administrative Officer shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Allendale. This communication shall include a statement from the Governing Body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Allendale's web site.

**Section 9:** This resolution shall take effect immediately.

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**Section 10:** A copy of this resolution shall be published in the official newspaper of the Borough of Allendale in order for the public to be made aware of this policy and the Borough of Allendale's commitment to the implementation and enforcement of this policy.

**Resolution 16-242**

Award Contract for Tennis Court Renovation Project

**Whereas**, one (1) sealed bid was received for the project known as Tennis Court Renovation Project for the Borough of Allendale, which bid was from Superior Play Systems and was received on July 15, 2016; and

**Whereas**, said bid has been reviewed and the Borough has determined to award a bid for Option 2 in the bid specifications; and

**Whereas**, the bid of Superior Play Systems is the lowest responsible, responsive bidder meeting the bid specifications; and

**Whereas**, the Chief Financial Officer has attached hereto a Certification that adequate funds are or will be, duly budgeted to pay for the contract for the above project.

**Now, Therefore, Be It Resolved** by the Governing Body that it hereby does award a contract for Tennis Court Renovation Project to Superior Play Systems of Norristown, PA for Option 2 in the bid specifications in the amount of \$110,767.86 on such further terms and conditions set forth in the contract to be prepared as are acceptable to the Borough and Borough Counsel; and

**Be It Further Resolved** that the Mayor and Municipal Clerk are authorized to sign such contract with Superior Play Systems following legal review and approval.

***Unfinished Business:***

There was no unfinished business.

***New Business:***

There was no new business.

***Council Committee Reports and Comments***

This agenda item was addressed during the Work Session.

***Staff Reports:***

This agenda item was addressed during the Work Session.

***Public Comment on any issue:***

No one came forward.

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***Adjournment:***

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilwoman McSwiggan, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk