

Borough of Allendale

July 23, 2015

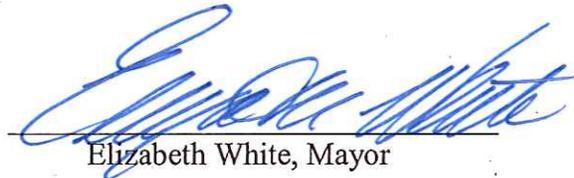
Resolution 15-232

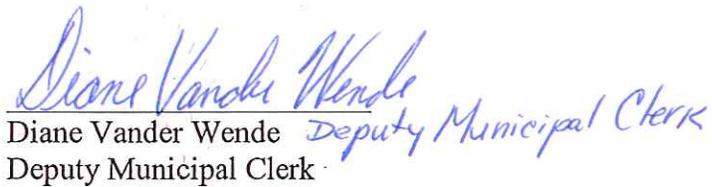
Accepting the Resignation of Interim Clerk Deborah Fehre

**Be It Resolved** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby accepts the resignation of Deborah Fehre, Interim Municipal Clerk, effective July 14, 2015.

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
Homan			✓			
McSwiggan		✓	✓			
Sasso			✓			
Strauch			✓			
Wilczynski			✓			
White						

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 23, 2015

  
Elizabeth White, Mayor

  
Diane Vander Wende Deputy Municipal Clerk  
Deputy Municipal Clerk

July 23, 2015

Resolution 15-233

Borough of Allendale

**Resolution Appointing Interim Borough Clerk**

**WHEREAS**, there presently exists a need on the part of the Borough of Allendale ("Allendale") to hire an Interim Borough Clerk to serve in such capacity at the July 23, 2015 regular meeting of the Mayor and Council; and

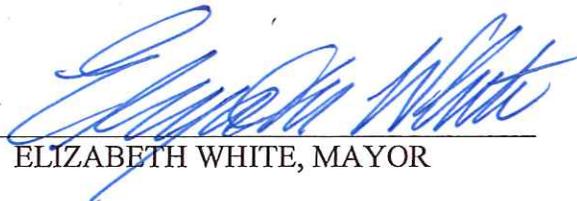
**WHEREAS**, Allendale, by adoption of this Resolution, wishes to appoint Gwen McCarthy to the position of Interim Borough Clerk as set forth in this Resolution; and

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that Gwen McCarthy be and hereby is appointed as Interim Borough Clerk to serve in such capacity at the July 23, 2015 regular meeting of Mayor and Council, and that she shall be paid \$200.00 by the Borough for such services; and

**NOW THEREFORE BE IT FURTHER RESOLVED** that the Mayor, the Chief Financial Officer, Deputy Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

Introduced by: Ari Bernstein

Seconded by: Jaqueline McSwiggan

  
ELIZABETH WHITE, MAYOR

Passed on roll call vote at a regular  
Public Meeting of the Mayor and  
Council of the Borough of Allendale  
held on, July 23, 2015.

(SEAL)

ATTEST:

*Diane Vander Werf*  
Deputy Municipal Clerk

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
Sasso			✓			
McSwiggan		✓	✓			
Strauch			✓			
Wilczynski			✓			
Homan			✓			
White						

Borough of Allendale

July 23, 2015

Resolution 15-234

Appointment of Dog Census Workers

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 appoints the following individuals as Dog Census Workers; and

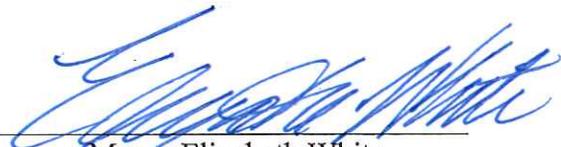
Be it Further Resolved that the work is to be completed within 2 months and the cost shall not exceed \$1,200.00 each

Name	Rate	Effective Date
Robert E. Paterson	\$12.50/hour	July 27, 2015
Marie Montanye	\$12.50/hour	July 27, 2015

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
Homan			✓			
McSwiggan		✓	✓			
Sasso			✓			
Strauch			✓			
Wilczynski			✓			
White						

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on

July 24, 2015



\_\_\_\_\_  
Mayor Elizabeth White



Diane Vander Wende  
Deputy Municipal Clerk

**BOROUGH OF ALLENDALE**

**RESOLUTION**

**WHEREAS**, the Borough of Allendale has a need to acquire professional services to maintain certain water system operations as a Non-Fair and Open Contract, pursuant to provisions of N.J.S.A. 19:44A-20.5; and

**WHEREAS**, the Chief Financial Officer has determined that the value of the Contract hereinafter mentioned is anticipated to exceed \$17,500; and

**WHEREAS**, Hatch, Mott & MacDonald (HMM) are water and sewer engineers, duly qualified, available and interested to perform the required services; and

**WHEREAS**, HMM has submitted a proposal dated December 2, 2014 (“the proposal”) incorporated herein by reference for the project identified as “New Street Water Treatment Plant Improvements”; and

**WHEREAS**, the business entity named herein has completed, submitted and filed the business entity’s Certification Disclosure which certifies that the entity set forth herein has not made any reportable contribution to any political or candidate committee in the Borough of Allendale in the previous one (1) year and that the Contract will prohibit the named business entity from making any reportable contribution through the term of the contract; and

**WHEREAS**, the business entity named herein has further certified that it has not made a political contribution in violation of Section 197-2 of the Allendale Borough Code; and

**WHEREAS**, the Chief Financial Officer has attached hereto a Certification that adequate funds to pay for the Contract have been duly budgeted and appropriated; and

**WHEREAS**, the Water and Sewer Committee of the Borough Council has reviewed the proposal and has recommended that the Borough accept and cause to be implemented Task 1 “Develop Revised System Operating Plan”;

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body that the proposal of HMM; specifically Task 1, “Design Phase”, Task 2, “Bid Phase Services”, and Task 3, “Construction Phase Services”, be authorized and approved for the amount of \$44,800; and

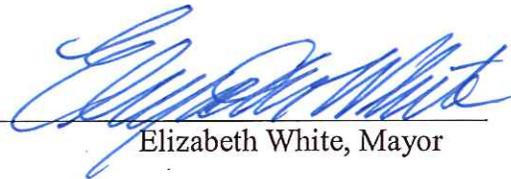
**BE IT FURTHER RESOLVED**, that the Mayor and Municipal Clerk are authorized to sign an appropriate Contract or proposal to implement the foregoing.

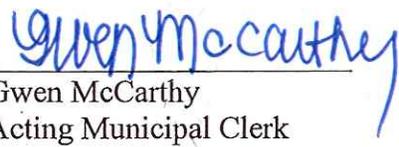
**BE IT FURTHER RESOLVED**, that the Business Entity Certification Disclosure and Determination of Value be placed on file with this Resolution; and

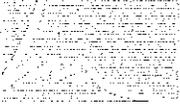
**BE IT FURTHER RESOLVED**, that a copy of this Resolution be filed with the Municipal Clerk and be made available for inspection and that a brief notice of the passage thereof be published in the record within ten (10) days of passage as required by law.

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
McSwiggan		✓	✓			
Sasso			✓			
Strauch			✓			
Homan			✓			
Wilczynski			✓			
White						

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 23, 2015

  
Elizabeth White, Mayor

  
Gwen McCarthy  
Acting Municipal Clerk



Hatch Mott  
MacDonald

111 Wood Avenue South  
Iselin, NJ 08830-4112  
T 973-379-3400 www.hatchmott.com

December 2, 2014

Mr. John Yakimik, PE, CME  
Director of Operations/Municipal Engineer  
Borough of Allendale  
101 New Street  
Allendale, NJ 07401

**RE: Borough of Allendale  
New Street Water Treatment Plant Improvements**

Dear Mr. Yakimik:

In accordance with your request, Hatch Mott MacDonald (HMM) is pleased to submit this proposal for Professional Engineering services associated with the above reference project. The following is a summary of the work included under the major tasks of this project.

#### **Background and Introduction**

The New Street Water Treatment Plant (WTP) provides treatment for the removal of VOC's from the Borough's Well Nos. 2, 4 and 15. The existing treatment process includes the use of Lowry Systems aeration bubbler system with a total treatment capacity of 360 gpm. Several deficiencies of the Lowry aeration units have been reported by Allendale personnel including: broken bubble diffusers, broken latches and cover hinges and periodic leaks. Due to the age of the units and the improvements in technology since they were installed, it is necessary to replace the existing aeration system and blowers.

#### ***Task 1- Design Phase***

Under this task, HMM will prepare plans and specifications for bidding of the construction of the improvements. Our work will include, process, mechanical, electrical and structural system design.

We propose to perform a one (1) day site inspection of the existing facilities to document existing conditions and to assist with the development of system modification requirements. We do not anticipate the need for any site work associated with this project, and as such, have not included a site survey in this proposal.

HMM's process design will include plans and sections illustrating the installation of the replacement equipment and removal of existing equipment. We anticipate the installation of new generation Lowry System air stripper and blower units. We do not believe that alterations to the existing chemical feed, high lift pumping, or SCADA control and



monitoring are required, and have not included these items in our scope. In the event that the Borough would like additional SCADA monitoring and/or control of the new system, HMM would provide the Borough a separate proposal for that work.

Our scope also includes the coordination with the Borough of Allendale, United Water and Lowry systems regarding the requirements and functionality of the replacement aeration system. It is our understanding that the Borough will be pre-purchasing the replacement equipment as a proprietary item and that HMM will provide technical guidance to the Borough and the Borough Engineer will coordinate the actual procurement of this equipment and Borough Council approval.

The replacement of the treatment equipment will require the preparation and submittal of a NJDEP Bureau of Water System Engineering, Application to Construct/ Modify/ Operate Public Water Works Facilities permit. We have included the costs associated with the preparation of the permit application, engineers report and supporting drawings in the scope of this task. We have assumed that the Borough will be responsible for the payment of the permit application fee.

#### *Task 2 – Bid Phase Services*

As part of the bid phase services, HMM will provide the printing of ten (10) hardcopy sets of plans and specifications for distribution to prospective bidders. We will also provide an electronic (pdf) version of the Contract Documents to the Borough. Our scope will also include responding to questions raised by bidders including the issuance of addenda as required, attendance at the bid opening and preparation of a report upon bids received. Should it become necessary to rebid the Contract, the services associated with rebidding would be considered outside of the scope of services included herein.

#### *Task 3 – Construction Phase Services*

The HMM services to be provided during the construction phase of this contract will include office and field engineering. Office engineering would include the review of shop drawings and coordination with the Contractor, Borough and United Water. Our scope also includes processing of Contractor applications for payment, and the preparation of as-built drawings of the completed construction work.

Field engineering services include limited part-time observation of construction activities. These services would be provided to confirm that components and equipment are installed and work is completed in accordance with the plans and specifications. Part time observation services are based on a total of 24 man-hours.

We have assumed that all water quality sampling and associated analytical testing and other testing required to meet regulatory requirements will be undertaken and paid for by the Borough.



# Hatch Mott MacDonald

## Project Staff

The project will be managed by Michael A. Polito, Jr., PE. Mr. Polito has extensive experience with the Borough's water supply and distribution system. Mr. Polito has been involved with previous hydraulic modeling evaluations and the design of the Fairhaven Booster Pump Station improvements. Mr. Polito will be assisted by staff engineers located in our Iselin, NJ office.

## Fee Proposal

We propose to provide the Engineering Services in accordance with the following fee schedule:

### Phase of Work

Task 1: Design Phase Services (Lump Sum)	\$25,500
Task 2: Bid Phase Services (Lump Sum)	\$5,300
Task 3: Construction Phase Services (Reimbursable Not to Exceed)	\$14,000

We propose to complete the work associated with NJDEP permit submittal included in Task 1 of this proposal within five (5) weeks of receiving written authorization to proceed and will complete the final design work and be prepared to bid the project once the permit is received from NJDEP.

We thank the Borough for the opportunity to submit this proposal and look forward to working with you on the project. Should you have any questions concerning the proposal, please do not hesitate to contact us.

Very truly yours,

Hatch Mott MacDonald

Mark A. Tompeck, PE, DBIA  
Senior Vice President | Water Practice Leader  
T 973.912.2526 F 973.912.2455  
mark.tompeck@hatchmott.com

c: M. Polito

Borough of Allendale

July 23, 2015

Resolution 15-236

2015 Crestwood Lake Salary Resolution – Supplement Five

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 hires the following individuals at the corresponding rates of pay for the Crestwood Lake Swim Club 2015 Season as follows:

Nicole Moodie                      Lifeguard                      \$8.50 per hour  
Kristi Moodie                      Gate Person                      \$8.40 per hour

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
McSwiggan		✓	✓			
Sasso			✓			
Strauch			✓			
Homan			✓			
Wilczynski			✓			
White						

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on July 23, 2015

  
Elizabeth White, Mayor

  
Diane Vander Wende  
Deputy Municipal Clerk

Borough of Allendale

July 23, 2015

Resolution 15-237

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 July 23, 2015 in the amounts of: \$1,830,305.59 Current Fund and \$394,384.86 Water Utility Fund.

	Motion	Second	Yea	Nay	Absent	Abstain
Bernstein	✓		✓			
Homan			✓			
McSwiggan		✓	✓			
Sasso			✓			
Strauch			✓			
Wilczynski			✓			
White						

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\_\_\_\_\_  
Mayor Elizabeth White

  
\_\_\_\_\_  
Gwen McCarthy, RMC  
Interim Municipal Clerk