



**BOROUGH OF ALLENDALE**  
**MAYOR AND COUNCIL**  
**MEETING AGENDA & MATERIALS**  
**THURSDAY,**  
**MARCH 7, 2024**  
**7:30 P.M.**

# AGENDA

BOROUGH OF ALLENDALE

MAYOR AND COUNCIL

COMBINED WORK AND REGULAR SESSION

MARCH 7, 2024 AT 7:30 P.M.

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A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on March 7, 2024 beginning at 7:30 pm in the Mayor & Council Chambers at the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

## CALL TO ORDER

## OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

## ROLL CALL

## SALUTE TO FLAG

## APPROVAL OF MINUTES

1. January 18, 2024
2. February 8, 2024
3. February 8, 2024 – Closed Session Minutes

## PRESENTATIONS:

1. Proclamation: Colorectal Cancer Awareness Month
2. Proclamation: Ted and Karen Clark

## AGENDA REVIEW

## PUBLIC COMMENT ON AGENDA ITEMS ONLY

## SECOND READING AND PUBLIC HEARING OF ORDINANCE

The following ordinance published herewith was first read by title only on February 22, 2024 and posted on the bulletin board of the lobby of the municipal building and borough website.

- **ORDINANCE 24-03**: AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE CHAPTER 26, 26-31(d), OF THE BOROUGH CODE OF THE BOROUGH OF ALLENDALE

## **CONSENT AGENDA**

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

**RES 24-95:** APPROVAL OF STATE BOARD JUDGMENT.

**RES 24-96:** AUTHORIZING EMERGENCY TEMPORARY BUDGET APPROPRIATIONS.

**RES 24-97:** AUTHORIZATION FOR BLUE RIBBONS TO BE TIED ON TREES DOWNTOWN IN SUPPORT OF COLON CANCER AWARENESS MONTH.

**RES 24-98:** APPROVAL OF MARCH 7, 2024 LIST OF BILLS.

**RES 24-99:** APPROVE CHANGE ORDER NUMBER ONE DINALLO CONSTRUCTION – ALLENDALE COMMUNITY CENTER.

## **ADMINISTRATION**

- A. Council Report
- B. Mayor's Report
- C. Staff Reports

## **UNFINISHED BUSINESS**

## **NEW BUSINESS**

## **PUBLIC COMMENTS ON ANY MATTER**

Those wishing to speak will have a three (3) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

## **ADJOURNMENT**

This agenda was prepared as of 03/06/2024 with all available information as of this date. Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda.

**BOROUGH OF ALLENDALE  
COUNTY OF BERGEN  
STATE OF NEW JERSEY**

**ORDINANCE #24-03**

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE  
CHAPTER 26, 26-31(d), OF THE BOROUGH CODE OF  
THE BOROUGH OF ALLENDALE**

**BE IT ORDAINED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 26, of the Code of the Borough of Allendale be, and hereby is, amended, supplemented and revised to read as follows:

**§ 26-31, Article III 26-31**

D. Rates of compensations; administrative fee; payment for services. Rates of compensation for contracting the services of off-duty law enforcement officers shall be based on a rate equal to that of time and 1/2 of the contractual hourly rate for the individual officer being compensated. An additional fee of 25% of the rate as calculated above is hereby established to cover administrative costs, overhead, and out-of-pocket expenses of the Borough. Payment for the use of any motor vehicle of the Police Department in connection with the services of off-duty law enforcement officers of the Allendale Police Department authorized in this § 26-31 shall be \$125 per day, or any part of a day, provided, however, that the Chief of Police shall have the authority to waive such fee for the use of a police vehicle if, in his or her discretion, the use of a police vehicle shall not result in any material wear and tear of such vehicle.

[Amended 12-17-2020]

Traffic and/or Police Services shall be based on a minimum flat rate of \$85.00 per hour, or the police officer's overtime rate, whichever is greater. There is a four (4) hour minimum requirement for each officer for every detail. There is a minimum of three hours cancellation notice without penalty. In the event cancellation is made less than three hours prior to starting time, the officer(s) will be compensated for four (4) hours at the established rate. There shall be an administrative fee of 25% of the total amount of hourly charges, totaling \$106.25 per hour minimally.

**BE IT FURTHER ORDAINED** that, except as modified herein, all other provisions of Chapter 26 shall remain in full force and effect as previously adopted.

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance Adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

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Linda Louise Cervino, RMC  
Municipal Clerk

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Amy Wilczynski  
Mayor

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 03/07/2024**

**RESOLUTION# 24-95**

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

☐ Carried  
☐ Defeated  
☐ Tabled  
☐ Approved on Consent Agenda

**APPROVAL OF STATE BOARD JUDGMENT**

**BE IT RESOLVED** by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following overpayment check due to State Board Judgment for the tax year 2023.

Block/Lot	Name	Property Location	Amount
1808/2	Brach Eichler LLC, Trustee for ABC Vault Partners LLC 101 Eisenhower Parkway Roseland, NJ 07068-1067	22 Maple Street	\$13,215.99

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

\_\_\_\_\_  
Linda Louise Cervino, RMC  
Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 03/07/2024**

**RESOLUTION# 24-96**

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

- ☐ Carried  
☐ Defeated  
☐ Tabled  
☐ Approved on Consent Agenda

**AUTHORIZING EMERGENCY TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2024 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

<b>Current Fund</b>	
Administration – OE	10,000
Mayor and Council - OE	1,000
Land Use Board – OE	2,000
Electrical Inspector – SW	2,000
Group Insurance	200,000
Municipal Prosecutor – SW	1,000
Street and Road – OE	15,000
Snow Removal – OE	30,000
Police – OE	15,000
Board of Health – OE	1,300
Crestwood – OE	10,000
Street Lighting	5,000
Telephones	10,000
Municipal Court – SW	2,000
Municipal Court – OE	2,000
<b>Total Current Fund Appropriations</b>	<b>\$306,300</b>

2. That said emergency temporary appropriation will be provided in the 2024 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

\_\_\_\_\_  
Linda Louise Cervino, RMC  
Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 03/07/2024**

**RESOLUTION# 24-97**

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

☐ Carried  
☐ Defeated  
☐ Tabled  
☐ Approved on Consent Agenda

**AUTHORIZATION FOR BLUE RIBBONS TO BE TIED ON TREES DOWNTOWN IN  
SUPPORT OF COLON CANCER AWARENESS MONTH**

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that resident, Keri Riccardi, has permission for blue ribbons to be tied on the trees downtown for the month of March 2024 in support of Colon Cancer Awareness Month.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

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Linda Louise Cervino, RMC  
Municipal Clerk

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 03/07/2024**

**RESOLUTION# 24-98**

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

☐ Carried  
☐ Defeated  
☐ Tabled  
☐ Approved on Consent Agenda

**APPROVAL OF MARCH 7, 2024 LIST OF BILLS**

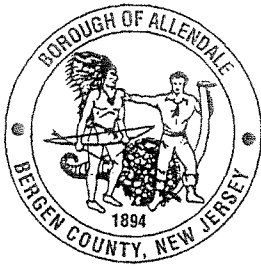
NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated March 7, 2024 in the amounts of:

Bill List Numbers	March 7, 2024
Current Fund	\$ 1,060,951.87
Payroll Account	187,950.07
General Capital	22,590.14
Animal Fund	
Grant Fund	
COAH/Housing Trust	77.50
Improvement & Beautification	
Unemployment Fund	
Trust Fund	2,363.75
Water Operating	
Water Capital	
<b>Total</b>	<b>\$ 1,273,933.33</b>

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

\_\_\_\_\_  
Linda Louise Cervino, RMC  
Municipal Clerk





# THE BOROUGH OF ALLENDALE

N E W J E R S E Y

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401

WWW.ALLENDALENJ.GOV

OFFICE OF TAX COLLECTOR  
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205

I, Alison Altano, Chief Financial Officer of the Borough of Allendale, having reviewed the bill list for the Borough, do hereby certify that funds are available in the accounts so designated.

Certified 3/7/2024

Alison Altano  
Alison Altano  
Chief Financial Officer

**BILL LIST For MARCH 7, 2024**

<b>PAYROLL ACCOUNT</b>	<b>\$ 187,950.07</b>
<hr/>	
<u>Borough of Allendale Payroll Fund, Bank Transfer 2/21/2024</u>	<b>\$ 187,950.07</b>
Salaries and Wages	\$ 172,295.58
FICA	\$ 12,636.76
DCRP	\$ 198.88
LIFE	\$ 121.30
DISABILITY	\$ 2,697.55
<b>TOTAL</b>	<b><u>\$ 187,950.07</u></b>

**RESOLUTION  
BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

**DATE: 03/07/2024**

**RESOLUTION# 24-99**

Council	Motion	Second	Yes	No	Abstain	Absent
Daloisio						
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Mayor Wilczynski	-----	-----				

☐ Carried  
☐ Defeated  
☐ Tabled  
☐ Approved on Consent Agenda

**APPROVE CHANGE ORDER NUMBER ONE DINALLO CONSTRUCTION –  
ALLENDALE COMMUNITY CENTER**

**WHEREAS**, the Contractor has requested that certain changes are needed for the Allendale Community Center; and

**WHEREAS**, a net increase of \$1,405.48 will result from the AEL Testing – January 2024 and Adjustable Cabinet Shelving; and

**WHEREAS**, the CFO has certified that sufficient funds are available.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Change Order Number One resulting in an increase of \$1,405.48, a .0003% increase in the original contracted amount, be approved for the Allendale Community Center, resulting in a new contract amount of \$5,275,405.48.

**BE IT FURTHER RESOLVED** that Change Order Number One in the increased amount of \$1,405.48 be approved for performance by Dinallo Construction Corporation, 215 State Highway 17 South, Wood-Ridge, New Jersey 07075.

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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 7, 2024.

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Linda Louise Cervino, RMC  
Municipal Clerk

CHANGE ORDER # 01  
 OWNER: Borough of Allendale  
 AIA DOCUMENT G701

OWNER X  
 CONTRACTOR X  
 ARCHITECT X  
 FIELD  
 OTHER

PROJECT: Allendale Community Center

CHANGE ORDER: 01  
 DATE: 2/22/2024  
 PROJECT NO.: D-140

CONTRACTOR: Dinallo Construction Corp.  
 215 State Highway 17 South  
 Wood-Ridge, NJ 07075

The below change in work is approved as follows:

DCC Pl. 003.1 - AEL Testing - JAN '24	\$	892.16
DCC Pl. 005 - Adjustable Cabinet Shelving	\$	513.32
Total:	\$	1,405.48

*This change order covers only the direct costs and time extension associated with the change in work known as of the date of this Change Order. Dinallo Construction Corp. reserves the right to seek entitlement for a further increase to the Project's Control Estimate and a further time extension due to any and all direct and indirect impacts which may be sustained or incurred as a result of this change in work or in the event the cumulative impact of this change and other change orders have a detrimental affect on the unchanged*

Not valid until signed by the Owner and Contractor.

The Original Contract Sum:	\$	5,274,000.00
Net Change by previously Authorized Change Orders	\$	-
Total Control Estimate Prior to this CO	\$	5,274,000.00
Total Net Add From Direct Costs by this Change Order:	\$	1,405.48

The Approved Total Control Estimate inclusive of this CO will be:	\$	5,275,405.48
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The number of work days the Contract Time will be increased by	TBD
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Z+ Architects ARCHITECT	Dinallo Construction Corporation CONTRACTOR	CFT Consulting LLC OWNER'S REP
240 W. Crescent Avenue	215 State Highway 17 South	66 Mallinson Street
Allendale, NJ 07401	Wood-Ridge, NJ 07075	Allendale, NJ 07401
	Address	Address

Jesus Mones, AIA, NCARB Authorized Representative	Donald N. Dinatto (President/CEO) Authorized Representative	Chuck Tatossian (Owner's Rep) Authorized Representative
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Signature

Signature

Signature

DATE 3/1/2024

DATE 3/4/24

DATE 3-4-24

AIA DOCUMENT G701 - CHANGE ORDER - 1987 EDITION - AIA REGISTERED - COPYRIGHT 1987 - THE  
 AMERICAN INSTITUTE OF ARCHITECTS, 1735 NEW YORK AVE. N.W., WASHINGTON, D.C. 20006