

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MARCH 11, 2021
8:00 P.M.

A Regular Meeting of the Mayor and Council of the Borough of Allendale will be held on March 11, 2021 beginning at 8:00pm via a video and teleconferencing meeting on GoToMeeting due to the State of Emergency.

The public can join the meeting by taking the following steps:

- **From a computer, tablet or smartphone**, enter the website <https://global.gotomeeting.com/join/302918517>
- **From a phone**, dial [+1 \(872\) 240-3212](tel:+18722403212) and then enter Access Code: [302-918-517](https://global.gotomeeting.com/join/302918517)

Anyone from the public who does not have GoToMeeting may install the app prior to the start of the meeting at <https://global.gotomeeting.com/install/302918517>

The public is asked to please mute their devices until such time that the public comment portions are held so as not to distract from the business of the meeting.

I. CALL TO ORDER

- A. Open Public Meetings Act Announcement
- B. Salute to Flag

II. ROLL CALL

III. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Audience members wishing to speak will have a five (5) minute time limit to address the governing body on agenda items only. Large groups are asked to have a spokesperson represent them.

IV. 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.

- A. **21-97**/Authorize Refund of 2021 Tax Overpayment – 6 Montrose Terrace
- B. **21-98**/Authorize Emergency Temporary Budget Appropriations
- C. **21-99**/Authorize Execution of Deeds and Other Documents Relating to the Sale of 220-230 West Crescent Avenue
- D. **21-100**/Ratify Emergency Change Order No. 2 – 230 West Crescent Avenue Soil Remediation Project – The Ambient Group
- E. **21-101**/Authorize Contract Threshold Increase – As-Needed Snow Plowing & Removal Services – Borough Roadways – ONQUE Technologies
- F. **21-102**/Authorize Contract Threshold Increase – As-Needed Snow Plowing & Removal Services – Borough Facilities – ONQUE Technologies
- G. **21-103**/Approve Proposal – Upgrade Phone System – Axia Technology Partners
- H. **21-104**/Approve March 11, 2021 Bill List

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

VII. COMMITTEE REPORTS AND COMMENTS

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MARCH 11, 2021
8:00 P.M.

VIII. STAFF REPORTS

IX. PUBLIC COMMENTS

Audience members wishing to speak will have a five (5) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

X. ADJOURNMENT

Bulletin Board
Borough Website

*****AGENDA AND AGENDA ITEMS ARE SUBJECT TO CHANGE*****

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

DATE: 03/11/2021

RESOLUTION# 21-97

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

AUTHORIZATION TO REFUND 2021 TAX OVERPAYMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following checks on the properties listed below and charge same to Overpayment of 2021 Taxes:

Block/Lot/Q	Name	Property Location	Amount
407/2	PTCS Title Agency, LLC	6 Montrose Terrace	\$2613.28

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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 03/11/2021

RESOLUTION# 21-98

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

AUTHORIZATION OF 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 2021 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:

ADMINISTRATION	-
SALARIES & WAGES, ADMINISTRATION	13,000
OTHER EXPENSES - ADMINISTRATION	5,000
MAYOR & COUNCIL	-
OTHER EXPENSES - MAYOR & COUNCIL	1,000
MUNICIPAL CLERK	-
SALARIES & WAGES - MUNICIPAL CLERK	13,000
OTHER EXPENSES - MUNICIPAL CLERK	6,000
FINANCE	-
SALARIES & WAGES - FINANCE	20,000
OTHER EXPENSES - FINANCE	2,500
TAX COLLECTION	-
SALARIES & WAGES - TAX COLLECTION	9,000
OTHER EXPENSES - TAX COLLECTION	1,000
TAX ASSESSMENT	-

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BERGEN COUNTY, NJ**

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RESOLUTION# 21-98

SALARIES & WAGES - TAX ASSESSMENT	6,600
OTHER EXPENSES - TAX ASSESSMENT	20,000
LEGAL SERVICES	-
OTHER EXPENSES - LEGAL	30,000
ENGINEERING	-
OTHER EXPENSES - ENGINEERING	14,000
PLANNING AND ZONING BOARD	-
SALARIES & WAGES, PLANNING & ZONING	8,500
OTHER EXPENSES, PLANNING & ZONING	2,000
CONSTRUCTION CODE/BUILDING DEPT.	-
SALARIES & WAGES, CONSTRUCTION CODE/BLDG	2,500
OTHER EXPENSES, CONSTRUCTION CODE/BLDG.	3,000
ELECTRICAL INSPECTOR	-
SALARIES & WAGES, ELECTRICAL INSPECTOR	1,600
PLUMBING SUBCODE	-
SALARY & WAGE - PLUMBING SUBCODE	1,500
PROPERTY MAINTENANCE INSPECTOR	-
SALARY & WAGE - PROPERTY MAINTENANCE	3,500
FIRE SUBCODE	-
SALARY & WAGE, FIRE SUBCODE	1,500
INSURANCE - OTHER	-
OTHER EXPENSES - INSURANCE - OTHER	55,000
WORKERS' COMPENSATION	42,000
GROUP INSURANCE	-
OTHER EXPENSES - GROUP INSURANCE	150,000
HEALTH BENEFIT WAIVER	-
POLICE	-
SALARY & WAGE - POLICE	640,000
OTHER EXPENSES - POLICE	20,000
EMERGENCY MGMT SERVICES	-

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SALARY & WAGE - EMERGENCY MGMT SVCS	500
OTHER EXPENSES - EMERGENCY MANAGEMENT	200
MUNICIPAL PROSECUTOR	-
SALARY & WAGE - MUNICIPAL PROSECUTOR	1,000
STREETS & ROADS	-
SALARY & WAGE - STREETS & ROADS	212,000
SNOW REMOVAL	-
OTHER EXPENSES - SNOW REMOVAL	25,000
SHADE TREE	-
OTHER EXPENSES - SHADE TREE	2,000
BUILDINGS & GROUNDS	-
OTHER EXPENSES - BUILDINGS & GROUNDS	20,000
PARKS	-
OTHER EXPENSES - PARKS	10,000
CRESTWOOD	
OTHER EXPENSES - CRESTWOOD	15,000
STREET LIGHTING	5,000
TELEPHONES	-
OTHER EXPENSES - TELEPHONES	12,000
GAS (NATURAL)	-
OTHER EXPENSES - GAS (NATURAL)	10,000
GASOLINE	
OTHER EXPENSES - GASOLINE	5,000
SOCIAL SECURITY	50,000
N W BERGEN SEWER AUTHORITY	
OTHER EXPENSES - NW BERGEN SEWER	465,000
LIBRARY	
OTHER EXPENSES - LIBRARY	150,000
MUNICIPAL COURT	
SALARY & WAGE - MUNICIPAL COURT	2,000
OTHER EXPENSES - MUNICIPAL COURT	200
PAYMENT OF NOTE PRINCIPAL	303,465
PAYMENT OF NOTE INTEREST	172,786
TOTAL ADDITIONAL TEMPORARY BUDGET	2,533,351

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BERGEN COUNTY, NJ**

DATE: 03/11/2021

RESOLUTION# 21-98

2. That said emergency temporary appropriation will be provided in the 2021 budget; and
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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 03/11/2021

RESOLUTION# 21-99

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**RESOLUTION AUTHORIZING THE MAYOR AND OTHER
BOROUGH OFFICIALS TO EXECUTE DEEDS AND OTHER DOCUMENTS
RELATING TO THE SALE OF 220-230 WEST CRESCENT AVENUE**

WHEREAS, the Borough of Allendale (the “Borough”) as Seller, and Hampshire Venture Partners, LLC (“Hampshire”) as Buyer, have previously entered into an Amended and Restated Agreement of Purchase of Real Estate (the “Agreement”) for the sale of a portion of certain real property commonly known as 220 West Crescent Avenue and 230 West Crescent Avenue, and also described as Block 1005, Lots 3, 20 and 11 (the “Property”); and

WHEREAS, the Borough, in order to effectuate in accordance with the Agreement the conveyance of the Property to Hampshire, or to a successor or related entity of Hampshire as provided in the Agreement, by way of one or more closing/transfers, is required to execute and deliver one or more deeds, affidavits of title, easements and other documents related to such transfers; and

WHEREAS, the Borough wishes to specifically authorize the Mayor, the Acting Borough Clerk, the Chief Financial Officer, the Borough Attorney, and any other desired or necessary Borough Officials, to execute and deliver to Hampshire, or a successor or related entity of Hampshire as provided for in the Agreement, all deeds, affidavits of title, easements and other documents related to such transfers of the Property.

NOW, THEREFORE, BE IT RESOLVED that in order to effectuate the transfers/closings of the Property as provided for in the Agreement (as same may be hereinafter amended), the Mayor, the Acting Borough Clerk, the Chief Financial Officer, the Borough Attorney and any other desired or necessary Borough Officials be and hereby are authorized to execute and deliver to Hampshire, or to any successor or related entity of Hampshire as provided for in the Agreement, any deeds, affidavits of title, easements and other documents related to such transfers of the Property on behalf of the Borough as provided for in the Agreement (as same may be hereinafter amended); and

BE IT FURTHER RESOLVED THAT that in order to effectuate the transfers/closings of the Property as provided for in the Agreement (as same may be hereinafter amended), the Mayor, Acting Borough Clerk, Chief Financial Officer, Borough Attorney and any other desired

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BERGEN COUNTY, NJ**

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RESOLUTION# 21-99

or necessary Borough Officials be and hereby are authorized to take such further actions and acts as may be necessary or desirable in connection with such transfers/closing.

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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 03/11/2021

RESOLUTION# 21-100

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**RESOLUTION RATIFYING EMERGENCY CHANGE ORDER
(COR #2) BY THE AMBIENT GROUP, LLC**

WHEREAS, on July 23, 2020, the Borough of Allendale (the "Borough") adopted Resolution 20-183, awarding the contract (the "Contract") for the 230 West Crescent Avenue Soil Remediation Project (the "Project") to The Ambient Group, LLC ("Ambient") in the amount of Two Hundred Ninety-Eight Thousand Dollars and No Cents (\$298,000.00); and

WHEREAS, as a result of its performance of the work specified in the Contract, Ambient has submitted a Change Order Request ("COR #2") for utilization of 125 tons of 1.5inch clean stone, as a result of existing groundwater conditions; and

WHEREAS, such additional work (the "Work") was not reasonably foreseen at the time the Contract was awarded to Ambient, and the Work needed to be undertaken on an immediate basis as a part of the soil remediation process; and

WHEREAS, the Work directly affects the Public's health, safety and welfare, requiring the immediate performance of the same; and

WHEREAS, the net increase in the heretofore approved Agreement between the Borough and Ambient is in the amount of \$625.00; and

WHEREAS, the Chief Financial Officer of the borough has certified that sufficient funds are available

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale as follows:

1. COR #2 issued by Ambient to the Borough be and hereby is ratified and approved in the amount of \$625.00.

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

DATE: 03/11/2021

RESOLUTION# 21-100

2. The Mayor, the Chief Financial Officer, and the Borough Attorney are authorized to take all appropriate steps to implement this Resolution.

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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 03/11/2021

RESOLUTION# 21-101

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION OF INCREASE TO CONTRACT THRESHOLD – AS-NEEDED
SNOW PLOWING & REMOVAL SERVICES - BOROUGH ROADWAYS – JANUARY
1, 2021 THROUGH DECEMBER 31, 2021 – ONQUE TECHNOLOGIES, INC.**

WHEREAS, a contract for As-Needed Snow Plowing & Removal Services – Borough Roadways was extended with ONQUE Technologies for the period January 1, 2021 through December 31, 2021 via Resolution 20-272 on December 17, 2020; and

WHEREAS, the Governing Body approved said contract in an amount not to exceed \$17,500; and

WHEREAS, due to severe inclement weather during the Winter of 2021, it is necessary to increase the contract threshold.

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 authorizes an increase to the As-Needed Snow Plowing & Removal Services – Borough Roadways agreement with ONQUE Technologies, Inc. 297-146 Kinderkamack Road, Suite 101, Oradell, New Jersey 07649 in an amount not to exceed \$25,000; and

BE IT FURTHER RESOLVED that the Mayor, Acting Municipal Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with ONQUE Technologies, Inc. for the above 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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution will be available in the 2021 Budget.

Resolution Date: March 11, 2021

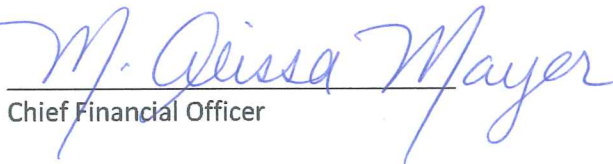
Resolution Number: 21-101

Vendor: Onque Technologies

Contract: Snow Plow & Removal Services for Borough Roadways

Account Number: 1-01-26-292-029

Amount: Not to exceed \$25,000


Chief Financial Officer

DRAFT

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

DATE: 03/11/2021

RESOLUTION# 21-102

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION OF INCREASE TO CONTRACT THRESHOLD – AS-NEEDED
SNOW PLOWING & REMOVAL SERVICES - BOROUGH FACILITIES – JANUARY 1,
2021 THROUGH DECEMBER 31, 2021 – ONQUE TECHNOLOGIES, INC.**

WHEREAS, a contract for As-Needed Snow Plowing & Removal Services – Borough Facilities was extended with ONQUE Technologies for the period January 1, 2021 through December 31, 2021 via Resolution 20-273 on December 17, 2020; and

WHEREAS, the Governing Body approved said contract in an amount not to exceed \$17,500; and

WHEREAS, due to severe inclement weather during the Winter of 2021, it is necessary to increase the contract threshold.

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 authorizes an increase to the As-Needed Snow Plowing & Removal Services – Borough Facilities agreement with ONQUE Technologies, Inc. 297-146 Kinderkamack Road, Suite 101, Oradell, New Jersey 07649 in an amount not to exceed \$25,000; and

BE IT FURTHER RESOLVED that the Mayor, Acting Municipal Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with ONQUE Technologies, Inc. for the above 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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution will be available in the 2021 Budget.

Resolution Date: March 11, 2021

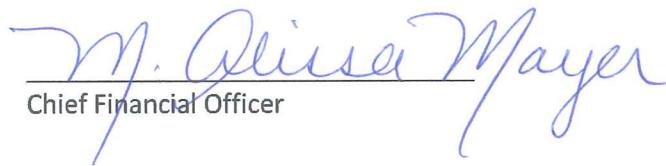
Resolution Number: 21-102

Vendor: Onque Technologies

Contract: Snow Plow & Removal Services for Borough Facilities

Account Number: 1-01-26-292-029

Amount: Not to exceed \$25,000


Chief Financial Officer

DRAFT

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

DATE: 03/11/2021

RESOLUTION# 21-103

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPROVAL OF PROPOSAL – UPGRADE OF BOROUGH-WIDE PHONE SYSTEM
SERVICES & PRODUCTS – AXIA TECHNOLOGY PARTNERS, LLC**

WHEREAS, the Borough is desirous of upgrading its antiquated phone system; and

WHEREAS, Axia Technology Partners, LLC (AxiaTP) has submitted a proposal dated February 4, 2021 that is both financially and technologically advantageous to the Borough; and

WHEREAS, AxiaTP is duly qualified and is available to perform such services; and

WHEREAS, the Chief Financial Officer has certified that adequate funds are available.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that it does hereby accept the proposal of AxiaTP dated February 4, 2021 and authorizes entering into a contract with AxiaTP, 10555 Group 1001 Way, Zionsville, IN 46077 in the amount of \$1,793.52 per month for phone services and support; and

BE IT FURTHER RESOLVED, that the Governing Body accepts and authorizes the as well a one-time charge of \$1,260.00 for a one-time product charge, inclusive of products, one-year warranty, setup and installation fees; and

BE IT FURTHER RESOLVED that the Administrative Officer and Acting Municipal Clerk are authorized to sign the proposal or an appropriate agreement, subject to review and approval by the Borough Attorney, to reflect these 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 11, 2021.

Michelle Ryan
Acting Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution will be available in the 2021 Budget.

Resolution Date: March 11, 2021

Resolution Number: 21-103

Vendor: Axia Technology Partners, LLC

Contract: Borough Wide Phone System Upgrade

Account Number: 1-01-31-440-190

Amount: Not to Exceed \$19,196


Chief Financial Officer

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

DATE: 03/11/2021

RESOLUTION# 21-104

Council	Motion	Second	Yes	No	Abstain	Absent
Homan						
O'Connell						
O'Toole						
Sasso						
Strauch						
Wilczynski						
Mayor Bernstein	---	---				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

APPROVAL OF MARCH 11, 2021 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 11, 2021 in the amounts of:

Current Fund	\$1,969,948.35
Payroll Account	\$199,181.60
General Capital	\$16,230.99
Animal Fund	\$0.00
Grant Fund	\$0.00
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$2,045.00
Water Operating	\$0.00
Water Capital	\$0.00
<hr/>	
Total	\$2,187,405.94

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 11, 2021.

Michelle Ryan
Acting Municipal Clerk



BOROUGH OF ALLENDALE

500 West Crescent Avenue, Allendale, NJ 07401-1792

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205
FAX: 201-818-0193

I, M. Alissa Mayer, 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 March 11, 2021

M. Alissa Mayer

M. Alissa Mayer, CMFO
Chief Financial Officer