

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
APRIL 15, 2021
8:00 P.M.

A Regular Meeting of the Mayor and Council of the Borough of Allendale will be held on April 15, 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. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

The following ordinances published herewith were first read by title only on March 25, 2021 and posted on the bulletin board of the lobby of the municipal building and borough website.

ORDINANCE 21-04 – AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2021 (UPSEU WHITE COLLAR UNIT)

ORDINANCE 21-05 – AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2021 (NON-UNION)

ORDINANCE 21-06 – AN ORDINANCE AMENDING AND SUPPLEMENTING ARTICLE 2, CHAPTER 26-25 OF THE CODE OF THE BOROUGH OF ALLENDALE

V. 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. **21-119**/Award Contract - Solid Waste & Recycling Contract – Suburban Disposal, Inc.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
APRIL 15, 2021
8:00 P.M.

- B. **21-120**/Approve Contract 2100024 – 2020 Municipal Park Improvement Program – “Crestwood Park: Improvement & Completion of Cross-Country Trail Circuit” – County of Bergen
- C. **21-121**/Approve Contract – 2021 Registrar, Deputy Registrar and Vital Statistics Services – Northwest Bergen Regional Health Commission
- D. **21-122**/Appoint 2021 Registrar, Deputy Registrar and Alternate Deputy Registrar
- E. **21-123**/Appoint Alternate Public Defender – Louis G. DeAngelis, Esq.
- F. **21-124**/Authorize Emergency Appropriations – 2021 Temporary Budget
- G. **21-125**/Approve April 15, 2021 Bill List

VI. UNFINISHED BUSINESS

VII. NEW BUSINESS

VIII. COMMITTEE REPORTS AND COMMENTS

IX. STAFF REPORTS

X. 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.

XI. ADJOURNMENT

Bulletin Board
Borough Website

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

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2021
ORDINANCE 21-04**

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2021.

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salaries of the following officers and employees of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below:

TITLE	MINIMUM	MAXIMUM
Administrative Assistant	35,000	50,000
Administrative Assistant, Part-time Hourly	16.00	21.00
Clerk Typist, P/T Hourly	10.00	21.00
Land Use Administrative Assistant, Full-time	32,000	48,000
Bookkeeper	40,000	55,000
Tax/Finance Clerk	38,000	55,000
DPW File Clerk, P/T Hourly	12.00	21.00
Building Department Technical Assistant, P/T Hourly	16.00	30.00
Administrative Secretary, Police	30,000	45,000
Radio Police Dispatcher, Full-time	35,000	44,000
Radio Police Dispatcher, P/T, Hourly	18.00	21.00

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O’Connell			✓			
O’Toole		✓	✓			
Sasso			✓			
Strauch	✓		✓			
Wilczynski			✓			
Bernstein						

I hereby certify that the foregoing is a true copy of an ordinance introduced by the Mayor and Council of the Borough of Allendale on March 25, 2021

Michelle Aep
Acting Borough Clerk

BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2021
ORDINANCE 21-05

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2021.

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salaries of the following officers and employees of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below:

TITLE	MINIMUM	MAXIMUM
Municipal Clerk	\$60,000	\$97,000
Deputy Municipal Clerk	48,000	68,000
Administrative Officer	5,000	40,000
Director of Communications	40,000	50,000
Webmaster	500	3,000
Summer Interns, Hourly	12.00	17.00
Chief Financial Officer	65,000	110,000
Tax Collector, Part-time	7,000	12,000
Tax Assessor, Part-time	30,000	50,000
Qualified Purchasing Agent	3,000	6,000
Director of Operations	80,000	150,000
Clean Communities Coordinator/Certified Recycling Professional	2,000	3,000
Crestwood Lake Staff – Seasonal	500	19,000
Crestwood Lake Employees – Seasonal, Hourly	11.10	18.00
Water Collector	5,000	20,000
Construction Code Official, Part-time	25,000	60,000
CCO Inspector	4,000	6,000
Electrical Sub Code Official, Part-time	10,000	15,000
Building Sub Code Official, Part-time	1,700	3,500
Plumbing Sub Code Official, Part-time	10,000	13,000
Zoning Official, Part-time	4,500	9,000
Property Maintenance Official, Part-time/Hourly	18.00	25.00
Fire Sub Code Official, Part-time	10,000	13,000
Fire Prevention Official, Part-time	3,800	5,500
Fire Inspectors, Hourly	13.50	20.00
Chief of Police	135,000	170,000
Municipal Magistrate	10,000	16,000
Municipal Prosecutor	4,000	8,000
Crossing Guards, P/T Hourly	14.00	18.00
Emergency Management Official	2,500	4,000

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O'Connell			✓			
O'Toole	✓		✓			
Sasso			✓			
Strauch			✓			
Wilczynski		✓	✓			
Bernstein						

I hereby certify that the foregoing is a true copy of an ordinance introduced by the Mayor and Council of the Borough of Allendale on March 25, 2021

Michelle Per
Acting Borough Clerk

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

ORINANCE NO. 21-06

**AN ORDINANCE AMENDING AND SUPPLEMENT ARTICLE 2, CHAPTER 26-25
OF THE CODE OF THE BOROUGH OF ALLENDALE**

§ 26-25 Promotion of officers.

- A. Goals. The Borough of Allendale desires to promote the most qualified candidates to the ranks of Chief, Captain, Lieutenant and Sergeant. This section establishes the eligibility requirements and the process for promotion to those ranks. The promotion process shall be on the basis of merit, experience/seniority, education, military service, demonstrated ability, competitive written examinations and competitive oral examinations as noted herein. In accordance with N.J.S.A. 40A:14-129, promotion of any officer shall be made from the membership of the Allendale Police Department. In accordance with N.J.S.A. 40A:14-118, all promotions within the Allendale Police Department shall be made by the Governing Body, except as to the Chief of Police, whose promotion/appointment shall be made by the Mayor with the consent and approval of the Governing Body.
- B. Eligibility requirements.
- (1) Sergeant. For promotion to Sergeant, no person shall be eligible for such promotion unless he or she:
- (a) Shall have served as a full-time police officer in the Allendale Police Department for at least five years; and
 - (b) Shall have met or exceeded all Allendale Police Department standards in his or her three most recent annual performance evaluations conducted by his or her superiors.
- (2) Lieutenant. For promotion to Lieutenant, no person shall be eligible for such promotion unless he or she:
- (a) (i) Shall have served as a full-time officer in the Allendale Police Department for at least eight years of which at least three years was served as a full-time Sergeant for the Allendale Police Department; or
 - (ii) Shall have served at least fifteen years as a full-time police officer in the Allendale Police Department; and
 - (b) Shall have met or exceeded all Allendale Police Department standards in his or her three most recent annual performance evaluations conducted by his or her superiors.
- (3) Captain. For promotion to Captain, no person shall be eligible for such promotion unless he or she:
- (a) (i) Shall have served at least 10 years as a full-time officer in the Allendale Police Department of which at least three years was served as a full-time Sergeant and/or Lieutenant for the Allendale Police Department. In determining such ten (10) year length of service as a full-time officer, four or more years of military service with honorable discharge shall be the equivalent of one year of

employment as a full-time officer for the Allendale Police Department; or

(ii) Shall have served at least fifteen years as a full-time officer in the Allendale Police Department. In determining such length of service, four or more years of military service with honorable discharge shall be the equivalent of one year of employment as a full-time officer for the Allendale Police Department; and

(b) Shall have met or exceeded all Allendale Police Department performance standards in his or her three most recent annual performance evaluations conducted by his or her superiors.

(4) Chief of Police. For promotion to Chief of Police, no person shall be eligible for such promotion unless he or she:

(a) (i) Shall have served, in the aggregate, for at least five years as a full-time Captain, Lieutenant, and/or Sergeant for the Allendale Police Department; or

(ii) Shall have served at least fifteen years as a full-time officer in the Allendale Police Department. In determining such length of service, four or more years of military service with honorable discharge shall be the equivalent of one year of employment as a full-time officer for the Allendale Police Department; and

(b) Shall have met or exceeded all Allendale Police Department performance standards in his or her three most recent annual performance evaluations conducted by his or her superiors.

C. Process.

(1) In creating the list of eligible candidates for promotion to Sergeant, the Governing Body shall score/rank each such candidate as follows:

(a) A written test relating to the duties, responsibilities and job functions of the position being sought, to be prepared and administered by the New Jersey State Association of Police Chiefs (or prepared and administered by such other person, association or organization as may be authorized by the Governing Body). The written test shall constitute 30% of the overall total score for each eligible candidate, based on a test that contains a maximum value of 100 points. For example, a candidate who receives 70 points out of the total of 100 possible total points for the written test shall receive 21 points towards the overall total score (70 points x 30% = 21 points). In advance of such written test, the minimum threshold/score required to be eligible for promotion shall be established by the Governing Body, and such minimum threshold/score shall be communicated, in writing, to all eligible candidates for promotion prior to their taking said test. Only those candidates who achieve such minimum score shall be eligible to continue forward in the promotion process for promotion to Sergeant. A ranked list of eligible candidates for promotion shall be created based on the outcome of the aforesaid written test.

(b) Each eligible candidate who has received on the written test the minimum score required to continue forward in the promotion process shall be interviewed by an oral examination administered by an interview panel (the "interview panel") comprised of the following persons: the Chief of Police, the Borough Administrator, and no more than the next two highest ranking command staff members of the Allendale Police Department, if they exist.

[i] Only those candidates who have achieved the written test minimum score or greater (out of the maximum of 100 points) on the written examination shall be permitted to sit for an oral examination by said interview panel. Oral examinations by the interview panel shall take place after the receipt of the written examination scores.

- [ii] Said interview panel's oral examination and assessment (which examination and assessment shall have 100 points as its maximum score) shall account for 30% of the candidate's total promotional score, with 30 total points being the highest possible score for such oral examination and assessment. By way of example, a candidate receiving a score of 80 points on his/her oral examination by said interview panel shall receive 24 total points for said interview panel's oral examination element of the promotional process ($80 \times 30\% = 24$ total points).
 - [iii] The oral examination and assessment by said interview panel shall include an evaluation of the following criteria: commendations, employee reviews, disciplines and early intervention summaries, annual performance evaluations, merit, productivity, demonstrated ability and accomplishments, efforts supporting department goals and objectives, in-service education and specialized schools, specialized job assignments, responsibilities, subsequent performance, attitude and demeanor, education, military experience, seniority, leadership ability, initiative, productivity, attitude toward peers, supervising officers' recommendations, motivation and morale, previous job performance, loyalty to the Department and community, experience and career development training. Said interview panel shall utilize the same criteria for each of the candidates who are interviewed for the open position(s).
- (c) After being interviewed by said interview panel, each eligible candidate who has received on the written test the minimum score required to continue forward in the promotion process shall be interviewed by the Borough Police Committee. All candidates so interviewed by the Borough Police Committee shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all Police Committee members. The results of such oral interview by the Police Committee, and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 40% of the overall total score for each candidate based on the average score of all Police Committee members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 60 points out of the total of 100 possible total points for this oral interview shall receive 24 points towards his/her overall total overall score ($60 \text{ points} \times 40\% = 24 \text{ points}$).
- (2) In creating the list of eligible candidates for promotion to Captain, or Lieutenant, the Governing Body shall score/rank each such candidate as follows:
- (a) For promotion to the positions of Captain or Lieutenant, each eligible candidate shall be interviewed by an interview panel comprised of the Borough Police Committee, the Borough Administrator, the Chief of Police, and the next highest ranking command staff member, if one exists ("interview panel"). All candidates so interviewed by said interview panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all said interview panel members. The results of such oral interview by said interview panel, and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 60% of the overall total score for each eligible candidate based on the average score of all said interview panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 90 points for this oral interview shall receive 54 points towards his/her overall total score ($90 \times 60\% = 54 \text{ points}$).
 - (b) Each eligible candidate for Captain and Lieutenant shall be interviewed by the Governing Body. All candidates to be interviewed by the Governing Body shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all Governing Body members. The results of such oral interview by the Governing Body shall constitute 40% of the overall total score for each eligible candidate based on the average score of all Governing Body members of such oral interview. The total possible score for this oral

interview shall be 100 points. For example, a candidate who receives a total of 80 points for this oral interview shall receive 32 points toward his/her overall total score (80 points x 40% = 32 points).

- (3) In creating a list of eligible candidates for promotion to Chief of Police, the Governing Body shall score/rank as each such candidate as follows:
 - a) Written Examination. At least twenty (20) calendar days before the written examination, the Chief of Police, or his designee, shall announce the date, time and location of the written examination. The Borough may enter into a contract with the New Jersey State Association of Chiefs of Police (NJSACOP) to develop, conduct and grade the written examination. Alternatively, the Governing Body may approve the use of a written examination not prepared by NJSACOP. The questions will be based upon basic police practices and may include police and investigative procedures, supervisory and administrative principles, New Jersey criminal law, report writing, search and seizure issues, New Jersey Attorney General Guidelines and Directives, legal aspects and requirements for police work, and such other criteria as determined by the NJSACOP, or as determined by the Governing Body. Eligible candidates who are scheduled to work during the written examination will be excused from duty to take the examination. The written test shall constitute 30% of the overall total score for each eligible candidate, based on a test that contains a maximum value of 100 points. For example, a candidate who receives 70 points out of the total of 100 possible total points for the written test shall receive 21 points towards the overall total score (70 points x 30% = 21 points). In advance of such written test, the minimum threshold/score required to be eligible for promotion shall be established by the Governing Body, and such minimum threshold/score shall be communicated, in writing, to all eligible candidates for promotion prior to their taking said test. Only those candidates who achieve such minimum score shall be eligible to continue forward in the promotion process for promotion to Chief of Police.

A ranked list of eligible candidates for promotion shall be created based on the outcome of the aforesaid written test.

- b) Each eligible candidate shall be interviewed by an Interview Panel comprised of the Borough's Public Safety Committee and the Borough Administrative Officer ("Interview Panel"). All candidates so interviewed by said Interview Panel shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the scores of all said Interview Panel members. The results of such oral interview by said Interview Panel, and its consideration of the candidate's past performance based upon evaluations conducted during the preceding three years, shall constitute 40% of the overall total score for each eligible candidate based on the average score of all said Interview Panel members of such oral interview. The total possible points for this oral interview shall be 100 points. For example, a candidate who receives a total of 90 points for this oral interview shall receive 36 points towards his/her overall total score (90 points x 40% = 36 points).
 - c) Each eligible candidate shall be interviewed by the Governing Body. All candidates to be interviewed by the Governing Body shall be asked the same questions, and the score accorded to each candidate shall be arrived at by calculating the average of the score of all Governing Body members. The results of such oral interview by the Governing Body shall constitute 30% of the overall total score for each eligible candidate based on the average score of the Governing Body members of such oral interview. The total possible score for this oral interview shall be 100 points. For example, a candidate who receives a total of 80 points for this oral interview shall receive 24 points toward his/her overall total score (80 points x 30% = 24 points).
- (4) The candidate(s) for promotion to Sergeant receiving the highest score(s) as calculated by reference to Subsection **C(1)(a)**, **(b)** and **(c)** above shall be deemed the first candidate eligible for promotion. The candidate(s) for promotion to Captain or Lieutenant receiving the highest score as calculated by reference to Subsection **C(2)(a)** and **C(2)(b)** above shall be deemed the first candidate(s) eligible for promotion. The candidate(s) for promotion to Chief of Police receiving

the highest score(s) as calculated by reference to Subsection C(3)(a) and C(2)3b) and C(3)(c) above shall be deemed the first candidate(s) eligible for promotion.

- D. Notwithstanding anything in this chapter to the contrary, the Borough of Allendale reserves the right to waive the written examination and/or oral interview components of the promotional process, when the number of eligible candidates for a particular position is equal to or less than the number of vacant positions and the Borough intends to fill all vacant positions. If the Borough elects to so waive the written examination and/or oral interview components, all other components of the promotional process within this section not so waived shall remain in effect.
- E. Notwithstanding anything in this chapter to the contrary, the Borough of Allendale reserves the right to relax and/or waive the eligibility requirements for a particular position(s) if the number of eligible candidates for such position(s) is less than the number of vacant positions and the Borough intends to fill all vacant positions. If the Borough so elects to relax or waive the eligibility requirements, all candidates for the particular position(s), including those who are eligible as a result of the waiver or relaxation of such requirements, shall not be required to undergo or participate in the applicable process set forth in hereinabove.
- F. Any appeal of the promotional process other than for the reasons set forth in Subsections (1) and (2) herein below must be filed within 10 days of the posting of ranking of candidates, and failing same, such right of appeal shall be deemed waived. Said appeal must contain the reason(s) or justification(s) for an appeal and must be submitted to the Chief of Police, through the appropriate chain of command. The Chief of Police will assess the request, and make a determination of how the request will be addressed on a case-by-case basis. Such requests are limited to the following areas of the promotional process:
- (1) Review and retabulation of the scored elements of the selection process.
 - (2) Review of any evaluation or internal document that was used in the selection process related to the applicant.
- B. Any appeal, for reasons other than those specified in Subsection (1) and (2) above, must be filed, in writing, by a candidate with the Appropriate Authority, within 10 days of the posting of the ranking of candidates. Any such appeal will be forwarded by the Appropriate Authority to the Governing Body which may, in its sole discretion, allow the candidate to be reevaluated, or take other action it deems appropriate.
- C. All determinations by Chief of Police or the Governing Body are final.

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.

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O'Connell	✓		✓			
O'Toole			✓			
Sasso			✓			
Strauch		✓	✓			
Wilczynski			✓			
Bernstein						

I hereby certify that the foregoing is a true copy of an ordinance introduced by the Mayor and Council of the Borough of Allendale on March 25, 2021

Michelle Lynn
Acting Borough Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-119

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

**AWARD CONTRACT FOR SOLID WASTE & RECYCLING COLLECTION –
SUBURBAN DISPOSAL, INC.**

WHEREAS, sealed bids were received on March 10, 2021 for “Solid Waste and Recycling Collection Services” for the Borough of Allendale; and

WHEREAS, one (1) bid submission was received from Suburban Disposal, Inc.; and

WHEREAS, the bid of Suburban Disposal, Inc. is the lowest responsible, responsive bidder meeting the bid specifications; and

WHEREAS, after review of the bid submission, the Borough has determined that it is in the best interest of the Borough to award a bid for a three-year contract period based upon Options A and A-1 in the bid specifications; and

WHEREAS, the Chief Financial Officer has attached hereto a Certification that adequate funds are duly budgeted to pay for the contract.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that it hereby awards a contract for Solid Waste and Recycling Collection Services to Suburban Disposal, Inc., 54 Montesano Road, Fairfield, New Jersey 07004-3310 for a three (3) year term based upon Option A in the bid specifications, commencing April 15, 2021 to April 14, 2024 in the amount of \$1,419,000, and, furthermore, a three (3) year term for a tipping fee of \$82.50 per ton based upon Option A-1 in the bid specifications.

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk are authorized to sign a contract with Suburban Disposal, Inc., following legal review, in substantially the form attached to the bid documents.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-120

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

**MUNICIPAL RESOLUTION AUTHORIZING EXECUTION OF BERGEN COUNTY
OPEN SPACE TRUST FUND PROJECT CONTRACT FOR "CRESTWOOD PARK:
IMPROVEMENT & COMPLETION OF CROSS-COUNTRY TRAIL CIRCUIT"**

BE IT RESOLVED, that the Mayor and Council of the Borough of Allendale wish to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$75,000 matching grant award from the 2020 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("Trust Fund") for the municipal park project entitled "Crestwood Park: Improvement & Completion of Cross-Country Trail Circuit," located in Block 1003, Lot 6 on the tax maps of the Borough of Allendale;

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Director of Operations Ron Kistner to be a signatory to the aforesaid Contract; and,

BE IT FURTHER RESOLVED, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about February 16, 2023; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund's requirements; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements. Professional Services Costs may be reimbursed from grant award's unexpended balance, should there be a balance.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-121

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 CONTRACT FOR REGISTRAR, DEPUTY REGISTRAR
AND VITAL STATISTICS SERVICES 2021 –
NORTHWEST BERGEN REGIONAL HEALTH COMMISSION**

WHEREAS, the Northwest Bergen Regional Health Commission satisfactorily performed Registrar, Deputy Registrar and Vital Statistics Services on behalf of the Borough of Allendale for the year 2020; and

WHEREAS, the Northwest Bergen Regional Health Commission has provided a proposal for Registrar, Deputy Registrar and Vital Statistics services for the term January 1, 2021 through December 31, 2021; and

WHEREAS, the Chief Financial Officer has attached hereto a certification that adequate funds have been or will be duly budgeted and appropriated to pay for the contract.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that a contract for Registrar, Deputy Registrar and Vital Statistics services be awarded to Northwest Bergen Regional Health Commission, located at 20 West Prospect Street, Waldwick, New Jersey 07463, for the term January 1, 2021 to December 31, 2021, in the yearly amount of \$7,200.00; 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 Northwest Bergen Regional Health Commission 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 April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-122

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

**APPOINTMENT OF REGISTRAR, DEPUTY REGISTRAR
AND ALTERNATE REGISTRAR OF VITAL STATISTICS FOR THE YEAR 2021**

WHEREAS, the Borough of Allendale (Borough) has contracted with Northwest Bergen Regional Health Commission (NWRHC) for Registrar and Deputy Registrar of Vital Statistics services for the term January 1, 2021 through December 31, 2021 via Resolution 21-121 on April 15, 2021.

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 NWRHC employees to serve on behalf of the Borough for the year 2021:

Gina M. Behre

Registrar

Dana A. White

Deputy Registrar

Chantal Folkes

Alternate Deputy Registrar

BE IT FURTHER RESOLVED that said appointments are in accordance with the agreed upon terms and conditions as specified in the aforementioned contract, with no direct compensation being owed by the Borough for said appointments.

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; and

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the State of New Jersey Department of Health, Office of Vital Statistics and Registry.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-123

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

APPOINTMENT OF ALTERNATE PUBLIC DEFENDER – LOUIS G. DEANGELIS

WHEREAS, the Borough of Allendale requires the professional services of Court Officials for the calendar year 2021; and,

WHEREAS, the Governing Body of the Borough of Allendale appointed Matthew Miller, Esq. as Alternate Public Defender for a one-year term commencing January 1, 2021 through December 31, 2021 via Resolution 21-49 on January 7, 2021; and

WHEREAS, a vacancy now exists due to the resignation of Matthew Miller; and

WHEREAS, Louis G. DeAngelis, Esq. has the requisite qualifications to serve as Alternate Public Defender.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Allendale that it hereby appoints Louis G. DeAngelis, Esq. as Alternate Public Defender to serve the unexpired term of Matthew Miller, Esq. through December 31, 2021; and

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk are authorized to take all of the steps necessary to carry this resolution into effect, including the execution of an agreement; and,

BE IT FURTHER RESOLVED that it is anticipated that the expenditure for such professional service will not exceed the sum of \$17,500 in said calendar year and therefore, the "Pay to Play" Statute and Regulations do not apply to this appointment; and,

BE IT FURTHER RESOLVED that the foregoing appointment is made without competitive bidding under the provisions of the Local Public Contracts Law, which exempts from competitive bidding "professional services" rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/13/2021

RESOLUTION# 21-124

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:

GENERAL OPERATING BUDGET		
ADMINISTRATION	-	
SALARIES & WAGES, ADMINISTRATION	10,000	
OTHER EXPENSES - ADMINISTRATION	20,000	
MAYOR & COUNCIL	-	
OTHER EXPENSES - MAYOR & COUNCIL	2,000	
MUNICIPAL CLERK	-	
SALARIES & WAGES - MUNICIPAL CLERK	14,000	
FINANCE	-	
SALARIES & WAGES - FINANCE	14,000	
OTHER EXPENSES - FINANCE	4,000	
FINANCIAL AUDIT	-	
OTHER EXPENSES - FINANCIAL AUDIT	5,000	
TAX COLLECTION	-	
SALARIES & WAGES - TAX COLLECTION	5,000	
OTHER EXPENSES - TAX COLLECTION	1,000	
TAX ASSESSMENT	-	
SALARIES & WAGES - TAX ASSESSMENT	11,000	
LEGAL SERVICES	-	

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

DATE: 04/13/2021

RESOLUTION# 21-124

OTHER EXPENSES - LEGAL	17,000	
ENGINEERING	-	
OTHER EXPENSES - ENGINEERING	18,000	
PLANNING AND ZONING BOARD	-	
SALARIES & WAGES, PLANNING & ZONING	3,500	
OTHER EXPENSES, PLANNING & ZONING	8,000	
CONSTRUCTION CODE/BUILDING DEPT.	-	
SALARIES & WAGES, CONSTRUCTION CODE/BLDG	14,000	
ELECTRICAL INSPECTOR	-	
SALARIES & WAGES, ELECTRICAL INSPECTOR	1,400	
PLUMBING SUBCODE	-	
SALARY & WAGE - PLUMBING SUBCODE	1,500	
PROPERTY MAINTENANCE INSPECTOR	-	
SALARY & WAGE - PROPERTY MAINTENANCE	6,800	
FIRE SUBCODE	-	
SALARY & WAGE, FIRE SUBCODE	1,000	
GROUP INSURANCE	-	
OTHER EXPENSES - GROUP INSURANCE	600,000	
POLICE	-	
SALARY & WAGE - POLICE	100,000	
OTHER EXPENSES - POLICE	60,000	
EMERGENCY MGMT SERVICES	-	
SALARY & WAGE - EMERGENCY MGMT SVCS	200	
FIRE	-	
OTHER EXPENSES - FIRE	45,000	
FIRE OFFICIAL	-	
SALARY & WAGE - FIRE OFFICIAL	2,500	
MUNICIPAL PROSECUTOR	-	
SALARY & WAGE - MUNICIPAL PROSECUTOR	400	
STREETS & ROADS	-	
SALARY & WAGE - STREETS & ROADS	28,000	
OTHER EXPENSES - STREETS & ROADS	35,000	
SHADE TREE	-	
OTHER EXPENSES - SHADE TREE	12,000	
GARBAGE & TRASH REMOVAL	-	
OTHER EXPENSES - GARBAGE & TRASH REMOVAL	140,000	
MUNICIPAL RECYCLING	-	
OTHER EXPENSES - MUNICIPAL RECYCLING	60,000	
BUILDINGS & GROUNDS	-	
OTHER EXPENSES - BUILDINGS & GROUNDS	23,000	

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

DATE: 04/13/2021

RESOLUTION# 21-124

BOARD OF HEALTH	-	
OTHER EXPENSES - BOARD OF HEALTH	2,000	
PARKS	-	
OTHER EXPENSES - PARKS	20,000	
CRESTWOOD		
OTHER EXPENSES - CRESTWOOD	50,000	
MUNICIPAL ALLIANCE		
OTHER EXPENSES - MUNICIPAL ALLIANCE	1,500	
ELECTRICITY	-	
OTHER EXPENSES - ELECTRICITY	40,000	
STREET LIGHTING	51,000	
TELEPHONES	-	
OTHER EXPENSES - TELEPHONES	5,000	
WATER		
OTHER EXPENSES - WATER	10,000	
GAS (NATURAL)	-	
OTHER EXPENSES - GAS (NATURAL)	10,000	
SEWER	-	
OTHER EXPENSES - SEWER	7,000	
GASOLINE		
OTHER EXPENSES - GASOLINE	34,000	
SOCIAL SECURITY	40,000	
DCRP	4,400	
INTERLOCAL MUNICIPAL COURT - HO-HO-KUS		
OTHER EXPENSES	22,000	
PUBLIC DEFENDER	-	
OTHER EXPENSE - PUBLIC DEFENDER	600	
MUNICIPAL COURT		
SALARY & WAGE - MUNICIPAL COURT	1,500	
OTHER EXPENSES - MUNICIPAL COURT	2,000	
PAYMENT OF BOND PRINCIPAL	425,000	
PAYMENT OF BOND INTEREST	10,000	
PAYMENT OF NOTE INTEREST	146,000	
TOTAL	2,145,300	
WATER UTILITY OPERATING FUND		
SALARY & WAGE - WATER UTILITY	3,000	
OTHER EXPENSES - WATER UTILITY	130,000	
WATER PURCHASE	130,000	

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

DATE: 04/13/2021

RESOLUTION# 21-124

SOCIAL SECURITY	400	
PAYMENT OF BOND PRINCIPAL	80,000	
PAYMENT OF BOND INTEREST	6,500	
TOTAL	349,900	

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 April 15, 2021.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 04/15/2021

RESOLUTION# 21-125

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☒

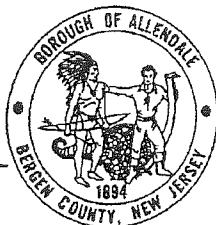
APPROVAL OF APRIL 15, 2021 LIST OF BILLS

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 April 15, 2021 in the amounts of:

Current Fund	\$1,567,359.64
Payroll Account	\$191,121.59
General Capital	\$25,868.73
Animal Fund	\$775.00
Grant Fund	\$0.00
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$7,352.50
Water Operating	\$0.00
Water Capital	\$0.00
Total	\$1,792,477.46

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on April 15, 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 4/15/2021

M. Alissa Mayer
M. Alissa Mayer, CMFO
Chief Financial Officer