



**BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING AGENDA MATERIALS
JUNE 15, 2023**

WORK SESSION STARTS 7:30 P.M.

**REGULAR SESSION STARTS IMMEDIATELY
AFTER WORK SESSION**

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
WORK AND REGULAR SESSION – JUNE 15, 2023
7:30 P.M.

A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on June 15, 2023 beginning at 7:30 pm in the Mayor & Council Chambers at the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

I. CALL TO ORDER

II. OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT

III. ROLL CALL

IV. SALUTE TO FLAG

V. SWEARING IN OF POLICE OFFICERS

- A. [RES 23-160](#)/Authorize Hiring of Police Officer – Christian Michael Moore
- B. [RES 23-161](#)/Authorize Hiring of Police Officer – Justin Peter Hugerich
- C. [RES 23-162](#)/Authorize Hiring of Police Officer – Dimitri Vincent Forde

- A. Oath of Office to Police Officer Christian Michael Moore
- B. Oath of Office to Police Officer Justin Peter Hugerich
- C. Oath of Office to Police Officer Dimitri Vincent Forde

VI. PRESENTATIONS

- A. Proclamation: Stiles Thomas
- B. Proclamation: Recognition Proclamation
- C. Proclamation: Recognition Proclamation
- D. Proclamation: Armed Forces Day
- E. Certificate of Recognition

VII. APPROVAL OF MINUTES – [May 25, 2023 Work & Regular Minutes](#)

VIII. PUBLIC COMMENT ON AGENDA ITEMS ONLY

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.

IX. ADMINISTRATION

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

X. 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 23-163:** APPROVAL OF WAIVER OF FEES FOR 2023 CRESTWOOD LAKE MEMBERSHIP.
- RES 23-164:** APPROVAL OF WAIVER OF 2023 RED BARN APPLICATION FEES-HIGHLANDS LAX.
- RES 23-165:** AUTHORIZING THE CANCELLATION OF ESCROW BALANCES.
- RES 23-166:** AUTHORIZATION OF 2023 CRESTWOOD LAKE SALARIES – SUPPLEMENT FOUR.
- RES 23-167:** CHAPTER 159 – REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION NJS 40A:4-87 BODY WORN CAMERA GRANT.
- RES 23-168:** TAX OVERPAYMENTS.
- RES 23-169:** AUTHORIZE CRESTWOOD LAKE REFUNDS FOR 2023 CRESTWOOD LAKE MEMBERSHIP OVERPAYMENTS.
- RES 23-170:** APPROVAL OF OCTOBER 21, 2023 TOWN-WIDE GARAGE SALE – ALLENDALE WOMAN'S CLUB.
- RES 23-171:** AUTHORIZE FOR-PROFIT ORGANIZATIONS TO USE BANDSHELL AT CRESTWOOD LAKE AND PARK.
- RES 23-172:** AUTHORIZE AGREEMENT FOR PURCHASE OF A UPS DEVICE TO INTERFACE WITH ALLENDALE POLICE DEPARTMENT'S GENERATOR THROUGH #CK04 NEW JERSEY COOPERATIVE PURCHASING ALLIANCE (COOPERATIVE "PURCHASING") COOPERATIVE PRICING SYSTEM – SHI.
- RES 23-173:** AWARD Z+ ARCHITECTS, LLC TO PROVIDE ADDITIONAL ARCHITECTURAL SERVICES – BUILDING CONSTRUCTION PAD AND REVISED PUBLIC BID SETS FOR THE BOROUGH OF ALLENDALE COMMUNITY RECREATION CENTER.
- RES 23-174:** JUNE 15, 2023 BILL LIST.

XI. UNFINISHED BUSINESS

XII. NEW BUSINESS

XIII. 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.

XIV. ADJOURNMENT

Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda. This agenda was prepared as of 06/13/2023 with all available information as of this date.

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

DATE: 06/15/2023

RESOLUTION# 23-160

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION TO HIRE POLICE OFFICER
CHRISTIAN MICHAEL MOORE**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Chief of Police and the Public Safety Committee that Christian Michael Moore is hereby appointed as a Police Officer of the Allendale Police Department effective June 15, 2023, at the annual salary of \$42,793.00 in accordance with PBA Local 217 contract.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-161

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION TO HIRE POLICE OFFICER
JUSTIN PETER HUGERICH**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Chief of Police and the Public Safety Committee that Justin Peter Hugerich is hereby appointed as a Police Officer of the Allendale Police Department effective June 15, 2023, at the annual salary of \$47,644.00 in accordance with PBA Local 217 contract.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-162

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION TO HIRE POLICE OFFICER
DIMITRI VINCENT FORDE**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Chief of Police and the Public Safety Committee that Dimitri Vincent Forde is hereby appointed as a Police Officer of the Allendale Police Department effective June 15, 2023, at the annual salary of \$42,793.00 in accordance with PBA Local 217 contract.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 23, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-163

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

APPROVAL OF WAIVER OF FEES FOR 2023 CRESTWOOD LAKE MEMBERSHIP

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 waives the fee for a Family Membership at Crestwood Lake for the 2023 Season to the following family for financial hardship reasons:

1. Crestwood Membership Account Number: 1023430
Family Resident Rate: \$490.00
Discount: \$490.00
2. Crestwood Membership Account Number: 1796312
Family Resident Rate: \$360.00
Discount: \$360.00
3. Crestwood Membership Account Number: 767805
Family Resident Rate: \$360.00
Discount: \$360.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-164

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPROVAL OF WAIVER OF 2023 RED BARN APPLICATION FEES –
HIGHLANDS LAX**

WHEREAS, the Borough of Allendale, from time to time, permits use of public facilities, including Red Barn, for certain activities by non-profit organizations; and

WHEREAS, the Borough wishes to waive the permit application fees associated with the use of Red Barn by the Highlands LAX on June 6, 2023.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that it does hereby agree to waive the 2023 Red Barn application fees for the Highlands LAX.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-165

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

AUTHORIZING THE CANCELLATION OF ESCROW BALANCES

WHEREAS, the Borough has previously received escrow monies necessary for certain Borough projects; and

WHEREAS, funds were deposited with subsequent disbursements being made in previous years; and

WHEREAS, there has been no activity on these accounts for several years; and

WHEREAS, it has been determined that the projects for which these escrow balances are related to have been completed; and

WHEREAS, numerous attempts have been made by the Borough to determine and/or notify the original source of the escrow monies deposited; and

WHEREAS, such attempts have been unsuccessful, and it is therefore necessary to officially close these accounts and transfer the unexpended balances to the Borough's Current Fund.

NOW, THEREFORE, BE IT RESOLVED, by the governing body of the Borough of Allendale, County of Bergen, New Jersey that the following unexpended escrow balances be hereby cancelled and transferred to the Borough's Current Fund as Miscellaneous Revenue Not Anticipated.

<u>Description</u>	<u>Amount</u>
Various – See supporting list	\$ 54,851.72

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-166

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION OF 2023 CRESTWOOD LAKE SALARIES
SUPPLEMENT FOUR**

WHEREAS, the following additional salaries are approved for the Crestwood Lake Swim Club 2023 Season:

TITLE	EFFECTIVE DATE	NAME	RATE OF PAY
Gate	June 10, 2023	Miles Liljegren	\$14.25 per hour
Sub-Guard	June 10, 2023	Matthew Vitti	\$15.00 per hour
Sub-Guard	June 10, 2023	Alana Arjona	\$15.00 per hour
Sub-Guard	June 10, 2023	Olivia Zitz	\$15.00 per hour
Sub-Guard	June 10, 2023	Kelsey Bennett	\$15.00 per hour
Sub-Guard	June 10, 2023	Luke Adami	\$15.00 per hour
Sub-Guard	June 10, 2023	Farrah Dello Russo	\$15.00 per hour
Sub-Guard	June 10, 2023	Jack Reilly	\$15.00 per hour
Sub-Guard	June 10, 2023	Allison Reilly	\$15.00 per hour
Sub-Guard	June 10, 2023	Erick Navarez	\$15.00 per hour
Sub-Guard	June 10, 2023	Jack Henderson	\$15.00 per hour
Sub-Guard	June 10, 2023	Cooper Burns	\$15.00 per hour
Sub-Guard	June 10, 2023	Morgan White	\$15.00 per hour
Sub-Guard	June 10, 2023	Daniel MacLaren	\$15.00 per hour
Sub-Guard	June 10, 2023	Justin Ianelli	\$15.00 per hour
Sub-Guard	June 10, 2023	Steven Martinez	\$15.00 per hour
Sub-Guard	June 10, 2023	Sophia Mamunes	\$15.00 per hour
Sub-Guard	June 10, 2023	Levi Stringham	\$15.00 per hour
Sub-Guard	June 10, 2023	Savana Levi	\$15.00 per hour
Sub-Guard	June 10, 2023	Emma Thompson	\$15.00 per hour

WHEREAS, Daniel Monchek, previously approved on April 27, 2023, Resolution Number 23-134 as Social Committee will be removed from the 2023 Crestwood Lake Salaries effective June 15, 2023; and

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

DATE: 06/15/2023

RESOLUTION# 23-166

WHEREAS, Christina Hughes, previously approved on April 27, 2023, Resolution Number 23-134 as Head Life Guard will now be on the Social Committee with a salary of \$2,000.00, effective June 15, 2023; and

WHEREAS, Brad Cary, previously approved on May 25, 2023, Resolution Number 23-150 as Lifeguard will now be Head Lifeguard with a rate of pay of \$17.00 per hour; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the above salaries and changes are hereby approved for the Crestwood Lake Swim Club 2023 Season.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

—

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-167

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**CHAPTER 159 – REQUESTING APPROVAL OF ITEMS OF REVENUE AND
APPROPRIATION NJS 40A:4-87
BODY WORN CAMERA GRANT**

WHEREAS, NJS 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount was not determined at the time of the adoption of the budget; and

WHEREAS, the Director may also approve the insertion of an item of appropriation for equal amount;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Allendale in the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year 2023 in the sum of \$38,722.00, which is now available from the Body Worn Camera Grant Program in the amount of \$38,722.00.

BE IT FURTHER RESOLVED, that the like sum of \$38,722.00 is hereby appropriated under the caption Body Worn Camera Grant Program; and

BE IT FURTHER RESOLVED that the above is the result of funds from Body Worn Camera Grant Program in the amount of \$38,722.00.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-168

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

TAX OVERPAYMENTS

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 2nd Quarter of 2023 Taxes:

Block/Lot/Qual	Name	Property Location	Amount
2101/1.1003	Duraiswamy, Hemananthan & Divya	1003 Whitney Lane	\$3,487.22

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-169

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZATION OF REFUNDS FOR
2023 CRESTWOOD LAKE MEMBERSHIP OVERPAYMENTS**

WHEREAS, the Crestwood Lake members listed below are due refunds for the Over payment of the 2023 Crestwood Lake Registration due to payment not reflecting the Early Registration Discount.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Borough of Allendale that said refunds be granted, to the following Crestwood Lake members:

	NAME & ADDRESS	CRESTWOOD ID NUMBER	AMOUNT
1)	Qiao Dinallo, 1404 Whitney Lane, Allendale, NJ	2346216	\$15.00
2)	Dmitry Studynsky, 144 Carriage Court, Allendale, NJ	2101557	\$15.00
3)	Robert Macksoud, 43 Forest Road, Allendale, NJ	1761768	\$5.00
4)	Brian Lucas, 27 New Street, Allendale, NJ	2146198	\$5.00
5)	Patricia Flores, 13 Allison Court, Allendale NJ	1560308	\$15.00
6)	Kelly Cusato, 202 Hillside Avenue, Allendale, NJ	330574	\$15.00
7)	Jason Braff, 29 Carteret Road, Allendale, NJ	1308561	\$15.00
8)	Donna Kahn, 8 Harreton Road, Allendale, NJ	2347634	\$15.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 06/15/2023

RESOLUTION# 23-170

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPROVAL OF OCTOBER 21, 2023 TOWN-WIDE GARAGE SALE –
ALLENDALE WOMAN'S CLUB**

BE IT RESOLVED that the Annual Town Wide Garage Sale to be held on Saturday, October 21, 2023, with a rain date of Sunday, October 22, 2023, by the Allendale Woman's Club is hereby approved; and

BE IT FURTHER RESOLVED that no individual garage sale licenses be issued for the dates of the Allendale Town Wide Garage Sale; and

BE IT FURTHER RESOLVED that the Allendale Women's Club will comply with the Borough's requirements for insurance and hold harmless approval; and

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-171

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZE FOR PROFIT ORGANIZATIONS TO USE BANDSHELL
AT CRESTWOOD LAKE AND PARK**

WHEREAS, Crestwood Lake & Park is a 71-acre municipal facility located on West Crescent Avenue in Allendale. The park includes a lake, 3 beaches, multiple sports fields, a barn pavilion and a band shell;

WHEREAS, at the Borough's discretion and if deemed beneficial to the community, certain for-profit organizations who wish to use the bandshell at Crestwood Lake & Park may do so for a fee of \$250.00 per day except for those already contracted with Crestwood Lake; and

BE IT FURTHER RESOLVED that the organizations will comply with the Borough's requirements for insurance and hold harmless approval; and

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-172

Council					Abstain	Absent
Homan						
Lovisolo						
O'Connell						
O'Toole						
Yaccarino						
Daloisio						
Mayor Wilczynski	-----	-----				

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AUTHORIZE AGREEMENT FOR PURCHASE OF A UPS DEVICE TO INTERFACE WITH
ALLENDALE POLICE DEPARTMENT'S GENERATOR THROUGH #CK04 NEW JERSEY
COOPERATIVE PURCHASING ALLIANCE (COOPERATIVE "PURCHASING")
COOPERATIVE PRICING SYSTEM – SHI**

WHEREAS, a need exists to purchase a new UPS device for the Allendale Police Department; and

WHEREAS, in accordance with N.J.S.A. 40A:11-11, the County of Bergen is the lead public agency for the #CK04 New Jersey Cooperative Purchasing Alliance (Cooperative "Purchasing"), which utilizes the combined purchasing power of 250 members; and

WHEREAS, the County of Bergen strives to offer best in class procurement resources and solutions to Counties, Cities, Townships, Municipalities and School Districts in Bergen County and throughout the State and beyond; and

WHEREAS, the New Jersey Cooperative Purchasing Alliance, CK04-Bergen is registered with the Division of Local Government Services as a Cooperative Pricing System; and

WHEREAS, in utilizing the master contract, the registered members contract directly with the vendor for their own needs, subject to the specifications in the master contract; and

WHEREAS, SHI, 290 Davidson Ave., Somerset, New Jersey 08873, is an approved vendor offering Catalog/Computer Equipment and Peripherals through the New Jersey Cooperative Purchasing Alliance, Bid# BC-BID-22-24, Bid Term: 06/05/2022 – 06/04/2024; 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.

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

DATE: 06/15/2023

RESOLUTION# 23-172

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that an Agreement is hereby authorized for the purchase of Liebert APS-UPS, in the amount of \$20,592.67, a Vertiv Power Assurance Package – Extended Serve Agreement – parts and labor – 5 years on-site in the amount of \$5,598.30, a Liebert Maintenance Bypass Cabinet-Bypass Switch in the amount of \$2,400.08 and shipping costs of \$900.00, from SHI, 290 Davidson Ave., Somerset, New Jersey 08873 for a total amount of \$29,491.05; and

BE IT FURTHER RESOLVED that the Mayor, Borough 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 or Proposal 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 June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 06/15/2023

RESOLUTION# 23-173

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**AWARD Z+ ARCHITECTS, LLC TO PROVIDE ADDITIONAL ARCHITECTURAL SERVICES
– BUILDING CONSTRUCTION PAD AND REVISED PUBLIC BID SETS FOR THE BOROUGH
OF ALLENDALE COMMUNITY RECREATION CENTER**

WHEREAS, the governing body of the Borough of Allendale had retained Michael Scro of Z+ Architects, LLC to provide architectural services for the new Borough Community Recreation Center located at 220 West Crescent Avenue, Block 1005, Lot 20 via Resolution 22-216 on September 8, 2022; and

WHEREAS, on January 5, 2023, the governing body of the Borough of Allendale adopted Resolution 23-04, Appointment of Borough Professional, Z+ Architects, LLC, not to exceed \$25,000.00; and

WHEREAS, on March 23, 2023, the governing body of the Borough of Allendale adopted Resolution 23-111, for Z+ Architects, LLC to provide additional architectural services – Construction Documents for public bid for the Borough of Allendale Community Recreation Center not to exceed \$90,000.00; and

WHEREAS, there is an additional Change of Scope/Additional Services needed for Building Construction Pad and Revised Bid Set by Z+ Architects, LLC which reflects on the proposal dated June 7, 2023; and

WHEREAS, it is not anticipated that the scope and cost of services will exceed One Hundred Sixty Thousand (\$160,000) dollars; and

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

DATE: 06/15/2023

RESOLUTION# 23-173

WHEREAS, the services set forth herein shall not exceed the sum of \$160,000.00 unless further approved by resolution of the Governing Body, excluding reimbursable expenses, which shall be billed in addition to the base fee in accordance with the proposal aforesaid; and

WHEREAS, that the fee for such services shall be in accordance with the proposal attached hereto; and

WHEREAS, Z + Architects, LLC has completed and submitted a Business Entity Disclosure Certification which certifies that they have not made any reportable contributions to a candidate or candidate committee in the Borough of Allendale in the previous one-year, and that this contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, the governing body of the Borough of Allendale pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Allendale authorizes Michael Scro of Z+ Architects of Allendale, New Jersey to perform additional services for the Building Construction Pad and Revised Public Bid Sets for Allendale Community Recreation Center located at 220 West Crescent Avenue, Block 1005, Lot 20.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

Linda Louise Cervino, RMC
Municipal Clerk



Initial_____

June 7, 2023

Mayor Amy Wilczynski
Allendale Borough Hall
500 W. Crescent Ave.
Allendale, NJ 07401

**RE: Architectural Services – Change Order – Building Construction Pad & Revised Bid Sets
for Allendale Community Center at 220 W Crescent Ave, Allendale, NJ**

Dear Mayor Wilczynski:

This proposal is reflective of the most recent and latest request of Z+ Archtiects by the Borough of Allendale to amend the previously completed Construcion Doucments for the Allendale Community Center to reflect the requested changes of Part 1: The Building Construction Pad and Underground Utilities and Part 2: The Revised Construction Documents for Public Bid with a reduced scope. Below we have outlined the 2 part scope of this change order as well as the fixed fee for our services and the services of the engineering sub-consutlants. Upon your signature and execution, work will commence.

Construtrion Document Phase – CHANGE OF SCOPE/ADDITIONAL SERVICES

Phase 1 – Building Construction Pad

These drawings will only have the following information:

- Structural Foundations
 - Rebar for both foundation wall footings & isolated footings for columns.
- Concrete slab
 - The gym slab will be depressed, to allow for the preferred flooring choice.
 - The building slab will be shown, with the exception of the electrical closet in the lobby. This portion of the slab will not be poured to allow for conduit placement.
- Foundation walls, one course of cmu above first floor level only.
- All waterproofing details for foundation work.
- All below grade insulation & vapor barrier requirements.
- All utility stub up for future work.
 - Interior walls will need to be shown for reference points in order to lay out the bathroom plumbing. No reference to wall types or construction for walls will be referenced on these drawings.
 - The argument can be made to not show walls and measure off of column grid, however, showing bathroom layout with no

240 W. Crescent Ave. Allendale NJ 07401 201.785.8855
Michael Scro, RA NJ#21A101862600

information is more beneficial to laying things out than being in a vacuum with no reference.

- Project Manual containing just the above referenced specifications sections & administrative requirements, close out, etc.
- The sprinkler system design is a “delegated design by contractor”. Kevin Webb from Langan had approximated the service to the community center building by “twice the size” of the service for the residential building in giving calculations to Veola Water Company. This will need to be verified by a sprinkler engineer.

Phase 2 – Revised Public Bid Set

These drawings will be a modified version of the complete set we already have but with the following exception:

- All work that was done under the “Phase 1 - Construction Pad” documents will be noted on this set as existing and/or work that has been performed by others under separate contract.
- Instruct bidders not to price this work out.
- Structural drawings would be modified to reflect new detailing because of the epoxy anchors to all the columns. A re-analysis by the structural engineer will be done.
- Z+ to coordinate the structural, MEP and architectural drawings one final time prior to releasing for public bid.

1. Compensation

The Client shall pay to the Architect as total compensation for its services the amounts set forth herein as percentage complete on a 30 day cycle:

<i>Z+ Architects - Construction Documents Change Order</i>	<i>\$27,630</i>
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<i>ENV Structural Engineering Fee (includes 15% mark up as per clarification #15)</i>	<i>\$13,800</i>
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<i>Linwood Mechanical Engineering (includes a 15% mark up as per clarification #15)</i>	<i>\$18,400</i>
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<i>TOTAL:</i>	<i>\$59,830</i>
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NOTE:

Public Bidding & Construction Observation Phases – TO BE REFLECTED IN A SEPARATE PROPOSAL

CLARIFICATIONS

1. This proposal is an agreement between Z+ Architects of 240 W. Crescent Ave, Allendale, NJ (Architect) and Mayor Amy Wilczynski, Borough Of Allendale, 500 W. Crescent Ave, Allendale, NJ. This agreement is valid when agreed to and executed prior to work commencing.
2. Z+ Architects is not liable for damages caused by delays in performance of the services, which, may arise from events beyond its reasonable control.
3. Z+ Architects' liability for this project is limited to the total cost of the project as outlined in this proposal.
4. Services will be billed every 30 days as a percentage of phase completion except where noted above in the Bidding phase. **Payment is due within 30 days of invoice date.**
5. Due to the to accelerated pace at which this phase of the work is being required, payment of all invoices are due within 30 days of release of the signed and sealed plans/final deliverables. No exceptions will be made to this policy.
6. Z+ Architects maintains the intellectual rights to the work, and the designs generated in this process may not be taken to another firm and used by them to create documents for construction, without negotiating such with our permission. Should the owner decide to not execute the build of the design, and/or relocate to another property, the design is non-transferrable to another property and/or subsequent owner, without written permission from Z+ Architects.
7. Z+ Architects maintains the right to photograph the project upon completion for promotional use. Z+ always respects the privacy of our clients and will not disclose project details such as client name, location, budget, etc....
8. Both the Architect and Owner reserve the right to terminate the proposal/contract at will, at any time, for any, and/or no reason.
9. Should the owner elect to not execute the project for any reason, all work completed to date of that decision remains in full effect and will be duly compensated.
10. Although unlikely, any dispute between owner and architect will utilize mediation as sole legal recourse in lieu of any other.
11. Z+ Architects is not responsible for the accuracy of any information provided by others for review and incorporation into the final report.
12. This proposal includes mechanical and structural engineering services. Z+ Architects has retained and will coordinate with the sub consultants, on your behalf. This service will be billed at consultant cost + 15% mark up to cover Z+ accounting costs, including but not limited to staff time to coordinate, draft and/or review.
13. Payment of invoice is due upon receipt. **See above 30 day terms.**
14. All late payments beyond 30 days will be subject to interest charge at the legal rate as set forth by NJ law.
15. Cost estimating and cost engineering are separate and distinct from this contract. We explicitly do not provide Construction Management services, as this falls under the domain of your selected General Contractor and/or Construction Manager whom you will retain for such services.



Initial _____

16. The following services are considered additional:

- Representation at zoning/planning boards, if necessary. If required, preparation for meetings, correspondence with other professionals, etc. will be billed on a time and materials basis (hourly) as per the rates below. Attendance/representation at meetings will be provided at a fixed \$600/meeting fee, as required.
- Reimbursable expenses such as printing, copying, travel expenses, express delivery etc. These items will be billed at cost + 15% (to cover employee time to generate) with each invoice.

17. Additional services above and beyond the scope detailed above will be billed on an hourly basis at the following rates. Any major changes to the Scope of Work as requested by the Owner or due to unforeseen conditions on site will constitute an additional service. Any requested changes that exceed the allotted number of iterations in Schematic Design, or after a design has been approved and a subsequent phase has begun will constitute an additional service. Such work will be executed on an additional time and materials basis at the rates below.

- Principal/Partner \$200/hr.
- Senior Project Architect/Manager \$165/hr.
- Project Architect/Manager \$150/hr.
- Designer/Draftsperson \$110/hr.
- Administrative \$ 80/hr.

Please kindly sign and return a copy of this proposal to our office. We will countersign and return a copy for your records. We look forward to our continued collaboration.

Signed: Borough of Allendale

Date

Signed: Michael Scro, Principal, Z+ Architects LLC

Date

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

DATE: 06/15/2023

RESOLUTION# 23-174

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

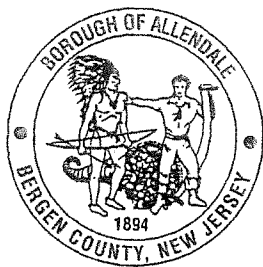
APPROVAL OF JUNE 15, 2023 LIST OF BILLS

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 June 15, 2023 in the amounts of:

Bill List Numbers	JUNE 15, 2023
Current Fund	\$ 1,220,281.91
Payroll Account	215,615.38
General Capital	18,535.00
Animal Fund	
Grant Fund	
COAH/Housing Trust	38.75
Improvement & Beautification	
Unemployment Fund	
Trust Fund	26,742.59
Water Operating	
Water Capital	
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Total	\$ 1,481,213.63

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on June 15, 2023.

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.ALLENDALE.NJ.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 6/12/2023

Alison Altano

Alison Altano

Chief Financial Officer