



**BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING AGENDA PACKET
JANUARY 19, 2023
REGULAR SESSION
8:00 PM**

**MUNICIPAL BUILDING
500 WEST CRESCENT AVENUE
ALLENDALE, NJ 07401**

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REGULAR SESSION – JANUARY 19, 2023
8:00 P.M.

A Regular Meeting of the Mayor and Council of the Borough of Allendale will be held in-person on January 19, 2023 beginning at 8:00 pm in the Mayor & Council Chambers of the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

I. CALL TO ORDER

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

II. ROLL CALL

III. APPOINTMENT & SWEARING IN OF COUNCIL REPLACEMENT

- A. **RES 23-67:** Appointment of Councilperson – Governing Body Vacancy
- B. Oath of Office – Sworn in by Mayor Wilczynski

IV. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Audience members wishing to speak will have a three (3) minute time limit to address the governing body on agenda items only. Large groups are asked to have a spokesperson represent them.

V. SECOND READING AND PUBLIC HEARING ORDINANCE

The following ordinance published herewith was first read by title only on January 5, 2023 and posted on the bulletin board of the lobby of the municipal building and borough website.

ORDINANCE 23-01 : 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 2023.

VI. 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 23-68: AMEND APPROVAL OF ORDER OF VOTING

RES 23-69: STATE BOARD JUDGMENT – OVERPAYMENT

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REGULAR SESSION – JANUARY 19, 2023
8:00 P.M.

- RES 23-70:** BUDGET TRANSFERS
- RES 23-71:** APPROVAL OF PAYMENT NO. 2 FOR NJ MA-20 & MA-21 WEST ALLENDALE STREETSCAPE PROJECT - PHASE III & IV - A.A. BERMS LLC, PO BOX 180, BELLEVILLE, NEW JERSEY 07109
- RES 23-72:** APPROVAL OF JANUARY 19, 2023 LIST OF BILLS
- RES 23-73:** APPOINTMENT TO OFFICE – CHIEF FINANCIAL OFFICER
- RES 23-74:** APPOINTMENT OF RADIO POLICE DISPATCHER, FULL-TIME, PEGGY TIMONY
- RES 23-75:** APPOINTMENT OF RADIO POLICE DISPATCHER – KRISTIAN HENDERSON PER DIEM/FULL TIME

VII. UNFINISHED BUSINESS

VIII. NEW BUSINESS

IX. COMMITTEE REPORTS AND COMMENTS

X. STAFF REPORTS

XI. PUBLIC COMMENTS

Audience members 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.

XII. 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 01/17/2023 with all available information as of this date.

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2023**

ORDINANCE #23-01

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 2023.

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, effective January 1, 2023.

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
Summer Interns, Hourly	14.00	17.00
Chief Financial Officer	65,000	115,000
Tax Collector	63,000	71,000
Tax Assessor, Part-time	30,000	52,500
Qualified Purchasing Agent	3,000	6,000
Director of Operations	80,000	165,000
Clean Communities Coordinator/Certified Recycling Professional	1,500	3,000
Crestwood Lake Staff – Seasonal	500	20,000
Crestwood Lake Employees – Seasonal, Hourly	12.70	19.00
Water Collector	5,000	20,000
Construction Code Official, Part-time	25,000	64,000
CCO Inspector	4,000	6,000
Electrical Sub Code Official, Part-time	10,000	15,500
Building Sub Code Official, Part-time	1,700	3,500
Plumbing Sub Code Official, Part-time	10,000	13,100
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	13,100
Fire Prevention Official, Part-time	3,800	5,500
Fire Inspectors, Hourly	14.00	20.15
Fire Administrator	3,000	6,000
Chief of Police	135,000	180,000
Municipal Magistrate	10,000	16,000
Municipal Prosecutor	4,000	8,000
Crossing Guards, P/T Hourly	14.00	20.00
Emergency Management Official	2,500	5,000
Laborer, DPW	45,000	85,000
Standby, DPW, Per Week	425	425
Crew Chief, DPW	3,000	12,500
Laborer, DPW, Part-time/hourly	16.00	21.00
Administrative Assistant	35,000	48,000
Administrative Assistant, Part-time/hourly	16.00	23.00

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2023**

ORDINANCE #23-01

Clerk Typist, Part-time/hourly	14.00	20.00
Land Use Administrative Assistant	32,000	48,000
Bookkeeper	40,000	55,000
DPW File Clerk, Part-time/hourly	14.00	22.27
Building Department Technical Assistant, Part-time/hourly	16.00	30.00
Radio Police Dispatcher, Full-time	35,000	43,000
Radio Police Dispatcher, Part-time-hourly	16.00	21.00

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

I hereby certify the above to be a true copy of an ordinance adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

Mayor Amy Wilczynski

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

DATE: 01/19/2023

RESOLUTION# 23-67

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

RESOLUTION APPOINTING MEMBER OF BOROUGH COUNCIL

WHEREAS, as a result of the election of Amy Wilczynski as Mayor of the Borough of Allendale ("Allendale"), there now exists a vacancy on the Borough Council; and

WHEREAS, N.J.S.A. 40A:16-11 provides the statutory mechanism for filling such vacancy; and

WHEREAS, pursuant to said statute, the Mayor and Council have duly received from the Municipal Committee of the Republican Party in Allendale the names of three nominees for consideration in filling such vacancy, and have duly considered the credentials and qualifications of said nominees; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that _____ be and hereby is nominated, appointed and confirmed as a Member of the Allendale Borough Council effective immediately to fill the vacancy of the office vacated by Amy Wilczynski; and

BE IT FURTHER RESOLVED that the Mayor, the Borough Clerk and the Borough Attorney are authorized to take all appropriate actions so as 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 January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-68

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

AMEND APPROVAL OF ORDER OF VOTING

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that order of voting for the Governing Body in 2023 will be as follows:

Councilwoman Homan
Councilwoman Lovisolo
Councilman O'Connell
Councilman O'Toole
Councilman Yaccarino
Councilperson _____

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-69

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

STATE BOARD JUDGMENT - OVERPAYMENT

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following overpayment check due to State Board Judgment for the tax year 2022.

Block/Lot	Name	Property Location	Amount
1202/8	Spiotti & Associates for Shah, Chirag 612 Godwin Avenue Midland Park, NJ 07432	234 Mac Intyre Lane	\$2,277.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-70

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

BUDGET TRANSFERS

WHEREAS, Budget Transfers are permitted during the last two months of the current year and the first three months of the following year;

NOW THEREFORE, BE IT RESOLVED, BY THE Mayor & Council of the Borough of Allendale that the following transfers be made between the following 2022 Budget Appropriations:

DEPARTMENT	ACCOUNT	FROM	TO
CURRENT FUND			
Worker's Comp.	2-01-23-215-000		\$200
Insurance, Other	2-01-23-210-220	\$200	
Garbage & Trash Removal	2-01-26-305-029		\$5,000
Municipal Recycling, O.E.	2-01-26-306-029	\$5,000	
Gas (Natural)	2-01-31-446-073		\$2,000
Water	2-01-31-445-230	\$2,000	
Total Transfers		\$7,200	\$7,200

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-71

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPROVAL OF PAYMENT NO. 2 FOR
NJ MA-20 & MA-21 WEST ALLENDALE STREETSCAPE PROJECT
PHASE III & IV - A.A. BERMS LLC, PO BOX 180, BELLEVILLE,
NEW JERSEY 07109**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, Bergen County, New Jersey that the contract for the **NJ MA-20 & MA-21 West Allendale Streetscape Project - Phase III & IV** is currently in construction by **A.A. Berms LLC, PO Box 180, Belleville, New Jersey 07109** in accordance with the Plans and Specifications, as directed by the Project Engineer. The said construction is hereby accepted for Payment No. 2 in the amount of **One Hundred Fourteen Thousand, Four Hundred Twenty-Eight Dollars and Eighty Cents (\$114,428.80)** is hereby approved.

This Resolution to take effect immediately.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-72

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

APPROVAL OF JANUARY 19, 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 January 19, 2023 in the amounts of:

Bill List Numbers

January 19, 2023

Current Fund	\$2,613,729.52
Payroll Account	\$179,649.83
General Capital	\$36,842.76
Animal Fund	\$0.00
Grant Fund	\$0.00
COAH/Housing Trust	\$306.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$2,326.85
Water Operating	\$16,877.00
Water Capital	\$0.00

Total

\$2,849,731.96

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-73

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

APPOINTMENT TO OFFICE – CHIEF FINANCIAL OFFICER

WHEREAS, Alison Altano has been selected to perform all of the necessary functions of the Chief Financial Officer (“CFO”) for the Borough of Allendale (“Allendale”); and

WHEREAS, Alison Altano possesses the necessary qualifications to serve as Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey that it does hereby appoint Alison Altano as Chief Financial Officer of the Borough of Allendale effective February 6, 2023 at an annual salary of \$118,500.00; and

BE IT FURTHER RESOLVED that the Municipal Clerk, CFO and Borough Attorney are hereby authorized to take such action as 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 January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-74

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPOINTMENT OF RADIO POLICE DISPATCHER, FULL-TIME,
PEGGY TIMONY**

WHEREAS, a need for one (1) Radio Police Dispatcher, Full-Time, in the Allendale Police Department exists due to a resignation; and

WHEREAS, Peggy Timony possesses the necessary qualifications to be a Radio Police Dispatcher, Full-Time, for the Allendale Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Officer in Charge of the Allendale Police Department, that Peggy Timony be and is hereby appointed as Radio Police Dispatcher, Full-Time, of the Allendale Police Department effective January 16, 2023 at an annual salary of \$42,432.00; and

BE IT FURTHER RESOLVED that the Mayor, the Chief Financial Officer, Acting Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as 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 January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 01/19/2023

RESOLUTION# 23-75

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

Carried ☐ Defeated ☐ Tabled ☐

Approved on Consent Agenda ☐

**APPOINTMENT OF RADIO POLICE DISPATCHER – KRISTIAN HENDERSON
PER DIEM/FULL TIME**

WHEREAS, a need for a Radio Police Dispatcher in the Allendale Police Department exists due to a resignation; and

WHEREAS, Kristian Henderson possesses the necessary qualifications to be a Radio Police Dispatcher, per diem, for the Allendale Police Department.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, upon recommendation of the Officer in Charge of the Allendale Police Department, that Kristian Henderson be and is hereby appointed as Radio Police Dispatcher, per diem, effective January 19, 2023 at an hourly rate of \$18.36, for the Allendale Police Department; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Allendale that effective February 9, 2023, that Kristian Henderson be and is hereby appointed as Radio Police Dispatcher, Full time, at an annual salary of \$37,00.00; and

BE IT FURTHER RESOLVED that the Mayor, the Chief Financial Officer, Municipal Clerk and the Borough Attorney are authorized to take all appropriate actions so as 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 January 19, 2023.

Linda Louise Cervino, RMC
Municipal Clerk