

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

A Reorganization Meeting of the Mayor and Council of the Borough of Allendale will be held in-person on January 5, 2023 beginning at 7:30 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. SWEARING IN OF ELECTED OFFICIALS

- A. Amy Wilczynski, Mayor–Sworn in by Mayor-Emeritus Liz White
- B. Matthew O’Toole, Councilman–Sworn in by Mayor-Emeritus Ari Bernstein
- C. Tyler Yaccarino, Councilman – Sworn in by Mayor-Emeritus Ari Bernstein

III. ROLL CALL OF THE 2023 GOVERNING BODY

IV. RESOLUTIONS

- RES 23-01:** Approve Order of Voting
- RES 23-02:** Elect Council President
- RES 23-03:** Approve Time and Place of Mayor and Council Meetings for 2023
- RES 23-04:** Appoint Borough Professionals
- RES 23-05:** Confirm Standing Committees
- RES-23-06:** Appoint Standing Committees
- RES 23-07:** Appoint Fire Chief – Dave Baez
- RES 23-08:** Appoint Fire Official – Kevin Todd

V. SWEARING IN OF FIRE DEPARTMENT OFFICERS

FIRE DEPARTMENT	
Fire Chief:	Dave Baez
Assistant Chief:	Vacant
1 st Captain:	Michael Pini
2 nd Captain:	Matthew Hillman
1 st Lieutenant:	Vacant
2 nd Lieutenant:	Vacant
Fire Official:	Kevin Todd

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

VI. SWEARING IN OF AMBULANCE CORPS OFFICERS

AMBULANCE CORPS	
Chief:	Daryl E. D'Amore-Bottaro
Asst. Chief:	Stephanie Pini
1 st Lieutenant:	Ariane Hertenstein
2 nd Lieutenant:	Gregory Fylstra
3 rd Lieutenant:	Lauren Morgan
President:	Jose Diaz-Hernandez
Vice President:	Denis Murphy
Recording Sec:	Karen Clark
Correspond Sec.:	Linda Morgan
Treasurer:	Beth Fylstra

VII. MAYOR'S APPOINTMENTS

		TERM EXPIRES
LAND USE BOARD		
Land Use Board Class II – one (1) year	Ron Kistner	12/31/2023
Land Use Board Class III– one (1) year	TBD	12/31/2023
Land Use Board Class IV– four (4) years	TBD	12/31/2026
Land Use Board Alt. No. 1 – two (2) years	TBD	12/31/2024
Land Use Board Alt. No. 2 - two (2) years	TBD	12/31/2024
LIBRARY BOARD		
Library Board of Trustees – five (5) years	Jim Wright	12/31/2027
Library Board of Trustees – five (5) years	Jill Webb	12/31/2027
Library Board Superintendent Representative	Melissa Duncan	-----
Borough Liaison to Library – one (1) year	Susanne Lovisolo	12/31/2023
ALLENDALE SPORTS ALLIANCE		
Board Member	Bridget Egan	12/31/2023
Board Member	Richard LeBlanq	12/31/2023
Board Member	Chris Homan	12/31/2023
Board Member	Tim Roy	12/31/2023
Board Member	George Mamunes	12/31/2023
BOROUGH HISTORIAN		
	Fred Litt	12/31/2023

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

VIII. INTRODUCTION OF ORDINANCE

Motion that the following ordinance be introduced and passed on first reading and setting January 19, 2023 at 8:00 p.m. or as soon thereafter as the matter can be heard as the date and time, and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance.

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.

IX. 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 23-09: Council Appointments –Various Boards.

RES 23-10: Appoint Assessment Search Officer – Linda Louise Cervino and Appoint Tax Search Officer – Gina Wittmaack.

RES 23-11: Appoint Fund Commissioners of the Bergen County Municipal Joint Insurance Fund – Ron Kistner and Amy Wilczynski.

RES 23-12: Appoint PACO Officer & Personnel Officer – Ron Kistner – and Anti- Harassment Officer – Linda Louise Cervino.

RES 23-13: Appoint Fire Inspectors.

RES 23-14: Authorize Claims Account/Withdrawal of Borough Funds.

RES 23-15: Appoint ADA Compliance Officer – Ron Kistner.

RES 23-16: Adopt By-Laws.

RES 23-17: Designate Official Newspapers.

RES 23-18: Authorize Withdrawal of Water Utility Funds.

RES 23-19: Designate Official Depositories.

RES 23-20: Authorize Payroll Account/Withdrawal Signatory.

RES 23-21: Authorize Payments Between Meeting Dates.

RES 23-22: Adopt 2023 Cash Management Plan.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

-
- RES 23-23:** Authorize Telephone/Electronic Transfer of Funds.
- RES 23-24:** Authorize Petty Cash Funds.
- RES 23-25:** Approve Interest on Delinquent Taxes.
- RES 23-26:** Authorize Annual Tax Sale.
- RES 23-27:** Approve Fee for Returned Checks.
- RES 23-28:** Authorize Continued Compensation for Borough Employees.
- RES 23-29:** Waive Insurance Requirement for Non-Profit Organizations.
- RES 23-30:** Approve Coverage of Quasi-Public Entities by JIF.
- RES 23-31:** Appoint Police Chaplain – Fr Michael Allen, Trinity Episcopal Church.
- RES 23-32:** Appoint Zoning Officer – Anthony Hackett.
- RES 23-33:** Appoint Property Maintenance Officer – Mike Limatola .
- RES 23-34:** Adopt Volunteer Tuition Credit Program.
- RES 23-35:** Appoint Administrative Officer – Ron Kistner.
- RES 23-36:** Appoint Allendale Housing, Inc. Board of Trustees.
- RES 23-37:** Appoint Wireless Communications Carriers & Facilities Consultant – Hoplite Communications.
- RES 23-38:** Appoint Continuing Disclosure Agent and Independent Registered Municipal Advisor - Phoenix Advisors, LLC.
- RES 23-39:** Appoint Deputy Emergency Management Coordinators – Mike Limatola and Terrence Lawler.
- RES 23-40:** Appoint Water Collector – M. Alissa Mayer.
- RES 23-41:** Appoint Director of Operations – Ron Kistner.
- RES 23-42:** Appoint DPW Crew Chief –Dan Richards, Rich McDowell & John Pasquino.
- RES 23-43:** Appoint Court Officials.
- RES 23-44:** Appoint 9-1-1 System Coordinator – Police Officer Daniel Rosendahl.
- RES 23-45:** Approve 2023 Temporary Budget.
- RES 23-46:** Authorize Participation in Mutual Aid & Rapid Deployment Force.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

- RES 23-47:** Appoint Affordable Housing Representative – Ron Kistner.
- RES 23-48:** Approve Shared Service Agreement – Licensed Sewer Operator Services – Northwest Bergen County Utilities Authority.
- RES 23-49:** Approval of Shared Service Agreement – As-Needed Sanitary Sewer Cleaning – Northwest Bergen County Utilities Authority
- RES 23-50:** Authorization of Shared Service Agreement – As-Needed TV Inspection – Northwest Bergen County Utilities Authority
- RES 23-51:** Designate Acting Municipal Court Administrator – Sherri D'Alessandro
- RES 23-52:** Approve 2023 UPSEU White Collar Unit Salaries.
- RES 23-53:** Approve 2023 Teamsters Local No. 11 Salaries.
- RES 22-54:** Approve 2023 Patrolman's Benevolent Association Salary Resolution.
- RES 23-55:** Approve 2023 Workplace Alcohol & Drug Testing Contract – Valley Medical Group.
- RES 23-56:** Appoint Police Physician – Seena Shekari, DO.
- RES 23-57:** Adopt Notice of Tort Claim Form.
- RES 23-58:** Appoint Emergency Management Director – Mike Dillon.
- RES 23-59:** Appoint Fire Administrator for the Borough of Allendale.
- RES 23-60:** Approval of Amendment to Recyclables Delivery Agreement – Rockland County Solid Waste Management Authority.
- RES 23-61:** Authorize the Cancellation of Property Tax Refunds or Delinquent Amounts of Less than \$10.00.
- RES 23-62:** Appointment of Crossing Guard, Maureen Fisher.
- RES 23-63:** Approval of 2023 Interlocal Service Agreement – Borough of Waldwick – Waldwick Well-Baby Clinic.
- RES 23-64:** Approval of 2023 & 2024 Public Health Shared Services Agreement – Bergen County Department of Health.

X. UNFINISHED BUSINESS

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REORGANIZATION MEETING – JANUARY 5, 2023
7:30 P.M.

REVISED

XI. NEW BUSINESS

SWEARING IN OF POLICE OFFICER

- A. **RES 23-65**: Authorize Hire of Police Officer – John Rubino, III
- B. Oath of Office to Police Officer John Rubino, III

SWEARING IN OF POLICE OFFICER

- A. **RES 23-66**: Authorize Hire of Police Officer – Mark Dunn, Jr.
- B. Administer Oath of Office to Police Officer Mark Dunn, Jr.

XII. MAYOR'S REPORT & COMMENTS

XIII. COUNCIL COMMITTEE REPORTS & COMMENTS

XIV. STAFF REPORTS & COMMENTS

XV. 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.

XVI. ADJOURNMENT

Bulletin Board
Borough Website

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 01/05/2023 with all available information as of this date.