

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
December 5, 2024 – 7:00 p.m.**

A combined Work and Regular Session Meeting of the Mayor and Council of the Borough of Allendale was held in the Municipal Building at 500 West Crescent Avenue, Allendale, New Jersey on December 5, 2024. The meeting was called to order at 7:00 pm by Mayor Wilczynski.

Linda Cervino, the Municipal Clerk, read the open public meetings statement: “In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building and on the Borough Website, published in The Record within the first 10 days of the New Year, and copies are sent to The Ridgewood News and Star-Ledger. Notice of this meeting by the November 21, 2024, Sunshine Notice was sent to The Record, The Ridgewood News and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website.”

The roll call was recorded as follows:

	Present	Absent
Councilman Daloisio	✓	
Councilwoman Homan	✓	
Councilwoman Lovisolo	✓	
Councilman O’Connell	✓	
Councilman O’Toole	✓	
Councilman Yaccarino	✓	
Mayor Wilczynski	✓	

A quorum was met.

The following were also present: Ray Wiss, Esq., Borough Attorney
Linda Louise Cervino, Municipal Clerk
Michael Dillon, Police Chief
Andrew Agugliaro, DPW Superintendent

APPROVAL OF MINUTES – November 14, 2024 Work and Regular Meeting Minutes:

The vote was recorded as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Daloisio		✓	✓			
Councilwoman Homan			✓			
Councilwoman Lovisolo	✓		✓			
Councilman O’Connell			✓			
Councilman O’Toole			✓			
Councilman Yaccarino			✓			

(For the record, Councilman Daloisio should have abstained since he was absent at the November 14, 2024 Mayor and Council meeting)

Mayor Wilczynski welcomed the Mayor of Saddle River.

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AGENDA REVIEW:

Mayor Wilczynski reviewed Consent Agenda items 24-258 through 24-269:

- RES 24-258: Approval Of Interlocal Court Agreement & Authorization For Mayor To Sign
2025 Interlocal Service Agreement – Borough Of Ho-Ho-Kus.
- RES 24-259: A Resolution to authorize check for property and charge same to
overpayment of 4th Quarter of 2024 taxes.
- RES 24-260: Authorize Cancellations of Taxes – Uncollectible Properties.
- RES 24-261: Burgis Associates, Inc. to provide professional planning services – housing
element and fair share plan to the Borough of Allendale.
- RES 24-262: Appointment Of Radio Police Dispatcher, Fill-In Per Diem, Hourly, Craig
Simko.
- RES 24-263: Appointment Of Radio Police Dispatcher, Fill-In Per Diem, Hourly, Brian
Skettini.
- RES 24-264: Award of 2025 Janitorial Services Contract Guy's Maintenance Co., Inc.
- RES 24-265: Approval of December 5, 2024 List of Bills.
- RES 24-266: Authorization of Budget Transfers.
- RES 24-267: Authorization to Release of Cash Maintenance Bond-Allendale Heights LLC.
- RES 24-268: Schedule 2024 Sine Die Meeting & 2025 Reorganization Meeting.
- RES 24-269: Approval of Payment No. 2 For NJ MA-22 & MA-23 Allendale Streetscape
Project Phase V & I – A.A. Berms LLC.

PUBLIC COMMENT ON AGENDA ITEMS ONLY: None.

APPROVAL OF CONSENT AGENDA:

The vote was recorded as follows:

	Motion	Second	Yes	No	Abstain	Absent
Councilman Daloisio			✓			
Councilwoman Homan	✓		✓			
Councilwoman Lovisolo			✓			
Councilman O'Connell			✓			
Councilman O'Toole		✓	✓			
Councilman Yaccarino			✓			

(See Resolutions 24-258 through 24-269 attached and made a part hereof)

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PROCLAMATION:

“PEARL HARBOR REMEMBRANCE DAY

WHEREAS, December 7, 1941, marks the day when the United States was thrust into World War II, as the Imperial Japanese Navy launched a surprise attack on the United States Naval Base at Pearl Harbor, Hawaii; and

WHEREAS, this unprovoked attack resulted in the loss of over 2,400 American lives, including military personnel and civilians, and caused extensive damage to the Pacific Fleet; and

WHEREAS, the bravery and heroism displayed by the men and women who served that day, as well as the subsequent efforts by the Armed Forces and the American people, helped to shape the outcome of the war and secure the freedoms we enjoy today; and

WHEREAS, December 7th is a solemn day of remembrance, recognizing the sacrifice of those who perished and honoring the resilience and courage of all who served during this pivotal moment in American history; and

WHEREAS, the Borough of Allendale, County of Bergen, State of New Jersey acknowledges the importance of preserving the memory of Pearl Harbor and the lasting impact it has had on our nation, and commits to educating future generations about the lessons learned from this historic event;

NOW, THEREFORE, I, Amy Wilczynski, Mayor of Allendale, do hereby proclaim **December 7, 2024, as Pearl Harbor Day** in the Borough of Allendale and call upon all citizens to observe a moment of silence at [time of observance] in remembrance of the lives lost, and to reflect on the strength and resolve of our nation during times of adversity.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Allendale to be affixed this 5th of December, 2024.”

PRESENTATION: Allendale Woman’s Club

Woman Club representatives came to give our congratulations and appreciation to the officers, fire department, officers who responded that night. The woman’s club was very touched what you did and we wanted to do something very special. Officer Forde came up with this great idea of a pin in support of Officer Dunn, which says Dunn Strong. We have enough pins for all first responders as well as Saddle River.

Photos were taken of Officer Dunn with the Woman’s Club representatives.

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PROCLAMATION: Police Officer Dimitri Forde, Allendale Police Department

Councilpresident Matthew O'Toole read the following proclamation:

**“A PROCLAMATION HONORING POLICE OFFICER DIMITRI FORDE
FOR HIS RAPID RESPONSE ON OCTOBER 5, 2024**

WHEREAS, on October 5, 2024, a tragic motor vehicle crash occurred involving a Borough of Allendale Police Officer and a Borough of Saddle River Police Officer; and

WHEREAS, the Borough of Allendale is deeply committed to the safety and well-being of its residents and recognizes the critical role that the members of the Allendale Police Department play in safeguarding our community; and

WHEREAS, Police Officer Dimitri Forde of the Borough of Allendale Police Department responded swiftly and with tremendous professionalism to the scene of the accident, displaying courage, compassion, and calm under the most challenging circumstances; and

WHEREAS, Police Officer Forde acted with great dedication, providing immediate assistance to those involved, securing the scene, and ensuring that first responders had access to the injured parties in a timely and effective manner; and

WHEREAS, the actions of Police Officer Forde on October 5, 2024, were instrumental in managing a complex and dangerous situation, helping to protect both fellow officers and the public; and

WHEREAS, the Borough of Allendale recognizes the exemplary service demonstrated by Police Officer Forde and wishes to express its sincere appreciation for his efforts and contributions to the safety and security of our community during this critical event.

NOW, THEREFORE, I, Matthew O'Toole, Councilpresident, on behalf of Amy Wilczynski, Mayor of the Borough of Allendale, and on behalf of the Borough Council and the residents of Allendale, do hereby proclaim Police Officer Forde is hereby recognized and honored for his heroic response and selfless dedication to duty on October 5, 2024, in the aftermath of the motor vehicle crash involving Marc Dunn, Jr., a police officer from the Borough of Allendale and John Latka, Jr., a Police Officer from the Borough of Saddle River.

BE IT FURTHER PROCLAIMED that the Borough of Allendale is proud to have Police Officer Forde serve as part of our community's law enforcement team, and we commend his professionalism, commitment, and unwavering dedication to the protection of our residents.

This proclamation shall be presented to Police Officer Forde as a symbol of our appreciation for his courageous actions and exemplary service.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Borough of Allendale to be affixed this 5th of December 2024.”

Photos were taken.

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PROCLAMATION: Police Dispatcher Cara LaBanca, Allendale Police Department – Not present.

Councilman Tyler Yaccarino read the following proclamation:

**“A PROCLAMATION HONORING DISPATCHER CARA LABANCA FOR HER VITAL
COMMUNICATION ROLE ON OCTOBER 5, 2024**

WHEREAS, the role of public safety dispatchers is critical in ensuring the well-being of our community by serving as the vital communication link between those in need and emergency responders; and

WHEREAS, on October 5, 2024, Dispatcher Cara LaBanca, serving the Borough of Allendale Police Department, displayed extraordinary professionalism, composure, and skill in responding to a motor vehicle accident involving two police officers; and

WHEREAS, Dispatcher LaBanca demonstrated exceptional situational awareness and swift action by coordinating emergency services, ensuring the safety of the officers involved and the efficient handling of the incident; and

WHEREAS, the dedication and quick thinking of Dispatcher LaBanca exemplify the highest standards of public service and reflect great credit upon the Borough of Allendale and its Police Department;

NOW, THEREFORE, I, Tyler Yaccarino, Councilman of the Borough of Allendale on behalf of the Borough Council and Mayor Amy Wilczynski, and our grateful community, do hereby recognize and commend Dispatcher LaBanca for her outstanding service and invaluable contributions to public safety during this critical incident.

BE IT FURTHER PROCLAIMED that this proclamation be presented as an expression of our heartfelt gratitude and appreciation for Dispatcher LaBanca’s exemplary actions and unwavering commitment to the safety of our community.

Proclaimed this 5th Day of December 2024, in the Borough of Allendale, County of Bergen, State of New Jersey.”

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PROCLAMATION: Police Officer John Latka, Jr. Saddle River Police Department

Mayor Amy Wilczynski called up Albert J. Kurpis, Mayor of Saddle River.

Mayor Amy Wilczynski read the following proclamation:

**“A PROCLAMATION HONORING POLICE OFFICER JOHN LATKA JR. FOR HIS SACRIFICE AND
COURAGE ON OCTOBER 5, 2024**

WHEREAS, on October 24, 2024, Police Officer John Latka Jr. of the Saddle River Police Department was performing a police stop when he was struck by a drunk driver, resulting in injuries; and

WHEREAS, despite the traumatic nature of the incident, Officer Latka demonstrated remarkable courage, composure, and resilience in the face of a life-threatening situation; and

WHEREAS, Officer Latka’s actions on that day, as a law enforcement officer dedicated to protecting the community, reflect the highest standards of public service, and his commitment to duty and the safety of the residents of Saddle River is an inspiration to all; and

WHEREAS, the Borough of Allendale acknowledges the sacrifices made by Officer Latka, and the impact of this incident on his physical, emotional, and professional well-being as he continues to demonstrate immense strength and resilience during his recovery; and

NOW, THEREFORE, I, Albert J. Kurpis, Mayor of Saddle River, Amy Wilczynski, Mayor of the Borough of Allendale, on behalf of the Borough Council and all the residents of Allendale, do hereby proclaim that Police Officer John Latka Jr. is hereby recognized and honored for his bravery and selflessness, and for the sacrifices he made in service to the community on October 24, 2024.

BE IT FURTHER PROCLAIMED that the Borough of Allendale offers its deepest gratitude for his years of service and commitment to the safety and security of the community and this proclamation shall be presented to Police Officer John Latka Jr. as a symbol of our appreciation, admiration, and solidarity.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the Borough of Allendale to be affixed this 5th Day of December 2024.”

Photos were taken.

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PROCLAMATION: Sergeant Jamie Hillgardner, Allendale Police Department

Mayor Amy Wilczynski read the following proclamation:

**“A PROCLAMATION HONORING SERGEANT JAMIE HILLGARDNER FOR HER LEADERSHIP AND
DEDICATION ON OCTOBER 5, 2024**

WHEREAS, on October 5, 2024, a serious motor vehicle accident occurred during a routine traffic stop involving a Borough of Allendale police officer and a Saddle River police officer who were struck by a drunk driver; and

WHEREAS, Sergeant Jamie Hillgardner, upon learning of the incident, demonstrated extraordinary leadership, courage, and composure by swiftly responding to the scene, coordinating emergency assistance, and ensuring the safety and well-being of all individuals involved; and

WHEREAS, Sergeant Hillgardner’s decisive actions were instrumental in mitigating the impact of the incident, providing critical support to the injured officers, and facilitating the seamless collaboration of multiple responding agencies; and

WHEREAS, her professionalism, dedication to duty, and steadfast commitment to public safety exemplify the core values of the Borough of Allendale Police Department and reflect great credit upon herself and the Borough of Allendale;

NOW, THEREFORE, I, Amy Wilczynski, Mayor of the Borough of Allendale, on behalf of the Borough Council and our grateful community, do hereby formally commend and recognize Sergeant Jamie Hillgardner for her exemplary service and heroic actions in the face of this critical incident.

BE IT FURTHER PROCLAIMED that this proclamation be presented as a testament to Sergeant Hillgardner’s dedication and unwavering commitment to protecting and serving our community.

Proclaimed this 5th Day of December 2024, in the Borough of Allendale, County of Bergen, State of New Jersey.”

Photos were taken.

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PROCLAMATION: Mark Dunn, Jr., Allendale Police Department

Mayor Amy Wilczynski read the following proclamation:

**“A PROCLAMATION HONORING POLICE OFFICER MARK DUNN JR. FOR HIS BRAVERY,
COURAGE AND SELFLESS ACTIONS ON OCTOBER 5, 2024**

WHEREAS, on October 5, 2024, while responding to an emergency in the neighboring town of Saddle River, Officer Mark Dunn, Jr., of the Borough of Allendale selflessly assisted Officer John Latka of the Saddle River Police Department in their efforts to maintain public safety; and

WHEREAS, during this dangerous and heroic mission and unwavering commitment to his duty despite the risks he faces every day, Officer Dunn was struck by a drunk driver, severely injuring him and he now faces a long and challenging road to recovery; and

WHEREAS, despite the physical and emotional challenges he has faced, Officer Dunn has demonstrated remarkable strength, resilience, and determination throughout his recovery process; and

WHEREAS, the Borough of Allendale stands in solidarity with Officer Dunn as he embarks on this difficult journey to recovery, and expresses its full support to Officer Dunn and his family during this challenging time; and

WHEREAS, Officer Dunn’s courage, perseverance, and the indomitable spirit shown in the face of adversity reflect the highest ideals of public service, and the Borough of Allendale remains deeply grateful for his dedication to the safety and well-being of our community; and

WHEREAS, the actions of Officer Mark Dunn exemplify the highest standards of courage, professionalism, and dedication to public service, and he continues to serve as a symbol of valor and inspiration within our community; and

WHEREAS, the Borough of Allendale recognizes the extraordinary acts of bravery that contribute to the protection and security of our neighboring communities.

NOW, THEREFORE, I, Amy Wilczynski, Mayor of the Borough of Allendale, on behalf of the Borough Council and all citizens of Allendale, do hereby extend our deepest gratitude to Officer Mark Dunn, Jr., for his courage, selflessness, and sacrifice. We honor and commend Officer Dunn for his service and wish a full and swift recovery as he continues to embody the spirit of public service that strengthens our community.

In Witness Whereof, I have hereunto set my hand and caused the Seal of the Borough of Allendale to be affixed this 5th day of December 2024.”

Photos were taken.

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PRESENTATION:

- Eagle Scouts – Presentation by Josh Avello

My name is Josh Avello, and I am an Allendale resident and a senior at Northern Highlands. I am here to present my Eagle Scout project idea for Allendale. My project idea/suggestion is to paint a yellow Maltese cross two feet from the curb adjacent to each city fire hydrant, not a fire hydrant owned by county or state. Firefighters can have a difficult time seeing fire hydrants at times due to weather or other things in the way of sight. The bright yellow painted Maltese cross could be helpful in an emergency when trying to locate a hydrant close to an incident if there is no time when driving by. Even after snow being plowed, the yellow Maltese cross would be bright and stand out to help in an emergency situation. I am asking the town's permission for this project as I feel it would be beneficial to the fire department and the community. For materials, I would be asking for donations from businesses in town, Home Depot and other hardware stores to contribute to my project. I would also be doing fundraisers as well as collecting funds for materials. For manpower, I would be asking volunteers from Troop 59 and the parents from Troop 59 to assist with the plan. In conclusion, as time and years pass and the Maltese cross starts to fade, this would be a great future Eagle Scout project for another Troop 59 scout to repaint the cross. Thank you for your time and I hope to be able to contribute to Allendale Community and safety.

Mayor Wilczynski said it sounds like a great idea. Councilwoman Homan said, to choose something that really benefits all Allendale residents is wonderful.

Chief Michael Dillon comes forward:

On behalf of every member of the Allendale Police Department, thank you to the Mayor and Council for recognizing the sacrifices and professionalism of everyone involved in the response to this critical incident. I would like to thank the community for their outpouring support for Mark, his family and the department. Thank you to Mark, John, Jamie, Dimitri and Cara for their commitment to public safety in Allendale and Saddle River. Dispatcher LaBanca is currently working at the Allendale Police Desk, which is why she couldn't be here. Councilman Yaccarino and I will be presenting to her at her workplace after this meeting. Pastor Charles Swindoll is quoted as saying "life is ten percent of what happens to us and 90 percent of how we react to it". We can apply this quote broadly to the field of public safety, more specifically to the events of October 5th. Mark and our department are living embodiment of this quote. We aren't defined about what happened. What defines us is Mark's recovery and how everyone came together to support a team member in need. Thank you again for your support and guidance as we navigate not only this challenge, but obstacles to come. Thank you.

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Lieutenant Todd Griffiths comes forward:

On October 5th, early in the morning the chief called me, and we traded places. I heard the mayor's voice in the background. Being out with the staff early in the morning so quickly with the police chief, and heading to Carlstadt to Dunn's household, I was so impressed, Mayor. I really appreciate it. I also appreciate Mark Dunn, Senior, who lets me dress in full uniform in honor to push his son, Chief Thomas Cox from Carlstadt who let me take over part of the escort of motorcycles and everything to his town, along with the Carlstadt police department was with us and Chief Dillon the whole way.

Sergeant Jamie Hillgardner came forward:

I am Mark's direct supervisor, and I was working the night of the incident. The one thing I just wanted to point out being someone who was on the scene and who has worked with Mark over the last year and a half not just as a police officer, but also our dispatcher, was his initiative. Being his direct supervisor, I saw that daily. Whether it was picking up traffic cones, setting up no parking signs or going out and getting dirty when things got tough. Whenever things were more of a dangerous situation or more chaotic, Mark was the first one to volunteer and I think we can all say that collectively as a group.

That evening, some of you aren't even aware, during our 12-hour shift, within a two-mile radius over a span of three towns, there were four DWI's that were investigated, let alone you don't even know how many people were driving intoxicated. Mark was directly involved with three of those. So, just a quick back story, earlier that night, Mark assisted Waldwick Police with a DWI on one of their side streets. A lot of people don't know that. Mark is the kind of guy that when you call for backup or another town needs something, it's not even a request to go help that town, he kind of just tells me. We came in, we had dinner, and literally before we could even go back out on the road, Saddle River, Officer Latka was also doing a proactive stop. We all know how dangerous the highway is late at night. Before I could even answer Mark as to who was going to go out there, he just picked up his vest and said, "do you mind if I go out." And it was kind of one of those things where I'm like, I guess, because you're already two steps out the door. So, I just wanted to point that out. Obviously, the third DWI was the one that injured Mark. Some people don't even know that hours after the incident, Chief Dillon and I went back to the hospital and Nick and Tripp were working and a fourth DWI who hit a Ramsey Rescue truck that was helping with the investigation on the highway. That just shows the dangers. As nice of an area this is, in a small town, it is more dangerous than the public tends to know. I think everybody came together. I think the police department, and everybody did a great job, and the community has been awesome. The more support, the better.

Mark Dunn's mom thanked everybody for their support.

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Councilwoman Lovisolo said what a tremendous honor it is to be here amongst all these heroes in this room. Our police, as well as all the first responders that are here tonight. What a blessing it was that everyone involved on that October day acted so professionally and so quickly, and that Mark is on the mend. Finally, what a blessing it is that we live in the community that we do that shows so much love and support towards each other.

Councilwoman Homan thanked all the first responders.

Councilman O'Connell said having been a fireman a long time ago, I'm proud to call a lot of you, my friends. I wish you all the best. Don't get hurt. Keep us safe like you always do. Thank you so much for everything you do.

MAYOR'S REPORT:

Mayor Wilczynski stated that I'm very happy to see everybody here tonight as we recognize all the great police officers, but especially those who were injured that day, John and Mark. To all the law enforcement that is here today, the firefighters, the ambulance in this room, you all embody the highest ideal of service, selflessness, bravery and dedication and a strong sense of community. You all step into situations that we all would run from. You confront danger head on to safeguard the wellbeing of others and a lot of people can't say that they would do that. You do this to ensure the safety and security of our families, our homes, our communities and our neighborhood. The experience that night left such a lasting impression on our community. I've never really dealt with anything like this before in our community. The outpouring of support is really what makes Allendale so special, and it really shows how loved and supported our officers are to everyone.

Where's our William Paterson cop? I told you in the interview that Allendale loves our police officers. So, to everybody involved on that night, from the dispatchers to all the officers, I can't imagine how this impacted you, especially Mark. The injuries that you sustained that night are a reminder of the risks that you all take every single day. It's a reality that many of us do not fully understand, but we deeply respect. Please know you're not alone. We will stand beside you. We're committed to supporting you in your recovery and we honor all your contributions.

To Mark and his family, all the families, and our police department led by Chief Dillon, I know the impact that this has had on our police department, especially, of course, our Chief. I know Sergeant Jamie Hillgardner was there every step of the way, including that night and we really heard how amazing you were that night like how calm you were and kept everything under control. It really is amazing. I was there when you were so young when you first came to the borough, and it just makes me so proud.

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Mayor Wilczynski acknowledged that Dimitri and Mark are great friends. I'm so glad you were there. I know how much that meant. Lieutenant Todd Griffith you've been there for him every step of the way. Everyone really stepped up and rallied. I just couldn't be prouder of all our officers who supported Mark and will continue to support Mark until he gets back on his feet. Whatever you all need, we absolutely have your back because you've had our back the whole entire time.

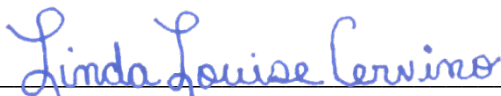
This evening, I just want to express our profound gratitude not for what you have done, but for all who you are. You guys are all the best of us. Your sacrifices uphold the values that define us as humans and a community. We're all inspired by you. We thank you for your courage, sacrifice and your service. Finally, we honor you for not only as police officers and heroes, but role models and you're all cherished members of all the communities that you serve.

Councilman Yaccarino stated that one of the things I'd like to say is you look around this room and you see community, partnership and friendship. Yes, the events that happened on that day were truly tragic, but one of the lessons that we take out of that day is moving forward and the lessons that we've learned and the things that we reflect on and the things to which we are grateful. Not only were these communities affected, but so many communities that I've heard throughout the state of New Jersey know what happened on that day and realize the tragedies that happen every day and the things that could happen to first responders they face daily. They are challenges that you never expect but we know that the men and woman of our law enforcement community and our surrounding law enforcement community are 100 percent prepared to deal with, with the utmost professionalism. Mark, we continue to wish you well. Again, thank you all for your service.

ADJOURNMENT:

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilman Daloisio and unanimously carried, the meeting was adjourned at 7:41 p.m.

Respectfully submitted,



Linda Louise Cervino, RMC
Municipal Clerk

12/19/2024

Date Approved

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

DATE: 12/05/2024

RESOLUTION# 24-258

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**APPROVAL OF INTERLOCAL COURT AGREEMENT & AUTHORIZATION FOR MAYOR
TO SIGN 2025 INTERLOCAL SERVICE AGREEMENT – BOROUGH OF HO-HO-KUS**

WHEREAS, there is a need for a Municipal Court Administrator in the Borough of Allendale;
and

WHEREAS, N.J.S.A. 40:8-A-1 et seq., the Interlocal Services Act, authorizes agreements
between municipalities for the provision of services by one to the other; and

WHEREAS, N.J.S.A. 2B-12-1c authorizes two or more municipalities to provide jointly for
supplies and employees for their municipal courts without establishing a joint municipal court; and

WHEREAS, the Borough of Allendale seeks the services of a Municipal Court Administrator
through the Municipal Court of Ho-Ho-Kus as set forth in the Interlocal Service Agreement; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds will be available in
the 2025 budget for this contract as set forth in the Interlocal Service Agreement;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of
Allendale, County of Bergen, State of New Jersey, approve the Interlocal Service Agreement for
Municipal Court Administrator services effective January 1, 2025 through December 31, 2025 in an
amount not to exceed \$55,000.00; and

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk be and are hereby
authorized to sign said 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 December 5, 2024.



Linda Louise Cervino, RMC
Municipal Clerk



INTERLOCAL SERVICE AGREEMENT

THIS AGREEMENT made this 5th day of December 2024.

BY AND BETWEEN: **THE BOROUGH OF HO-HO-KUS**,
a municipal corporation of the State of New Jersey having its municipal offices located at
333 Warren Avenue Ho-Ho-Kus, New Jersey (hereinafter referred to as "Ho-Ho-Kus");

AND: **THE BOROUGH OF ALLENDALE**, a
municipal corporation of the State of New Jersey, having its municipal offices located at 500
West Crescent Avenue Allendale, New Jersey (hereinafter referred to as "Allendale");

WITNESSETH:

WHEREAS, N.J.S.A. 40:8A-1 et seq., the Interlocal Services Act, authorizes
agreements between municipalities for the provision of services by one to the other; and

WHEREAS, N.J.S.A. 2B-12-1c authorizes two or more municipalities to
provide jointly for supplies and employees for their municipal courts without establishing a
joint municipal court;

WHEREAS, Allendale seeks the services of a Municipal Court Administrator
through the Municipal Court of Ho-Ho-Kus;

NOW, THEREFORE, in consideration of the mutual covenants and
promises hereinafter contained, it is agreed as follows:

1. The parties agree that Ho-Ho-Kus shall be the lead agency for purposes of this Agreement.
2. The Agreement will become effective January 1, 2025 and upon adoption of the appropriate authorizing resolutions of Allendale and Ho-Ho-Kus. The Agreement will continue until December 31, 2025.
2. The Municipal Court Administrator of Ho-Ho-Kus (CMCA) will perform all essential services required for and behalf of the Municipal Court of Allendale. Such services shall be in accordance with and subject to all applicable State statutes, laws, rules and regulations. Timely reports will be submitted to the appropriate supervising authority with copies to Allendale as necessary and required.
4. The CMCA will receive all fines and other payments and perform all administrative functions relating to the Allendale Municipal Court from the Ho-Ho-Kus Municipal Court office. Allendale will arrange for proper notification on all tickets and complaints as to the appropriate Ho-Ho-Kus address and telephone number for Municipal Court business.

5. As lead agency, Ho-Ho-Kus will pay the salary and benefits of the CMCA as well as the Municipal Court operating expenses. Allendale and Ho-Ho-Kus will share the salaries of the CMCA and Acting Municipal Court Administrator on the percentage listed below prorated for the term of this Agreement. Allendale and Ho-Ho-Kus will also share the expenses of the benefits of the CMCA which will include pension contributions, social security and medicare matching and dental, prescription and medical insurance coverage on the following basis:

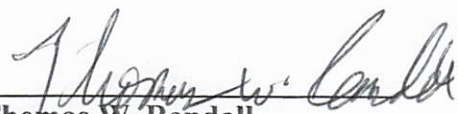
Ho-Ho-Kus 65% (sixty-five) Allendale 35% (thirty-five) The parties will also share other expenses of the Municipal Court on this basis. A summary of shared salaries, benefits and expenses is annexed hereto as Exhibit A and incorporated herein. Allendale will pay 100% (one hundred) of the expenses relating to the functions of Allendale Municipal Court sessions including acting judge services, court employee bonding costs, foreign language interpreters, miscellaneous funds including transcripts and sound recording maintenance.


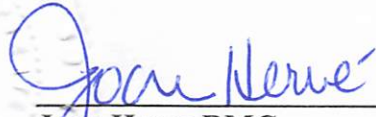
6. Allendale shall pay its pro rata cost for the salary and benefits of the CMCA, Acting Municipal Court Administrator and Violations Clerk as well as Allendale Municipal Court expenses under this Agreement on a quarterly basis in accordance with invoices to be issued by Ho-Ho-Kus. Payment shall be made within 30 (thirty) days of receipt of each invoice.
7. Ho-Ho-Kus and Allendale will conduct their regular Municipal Court sessions in their respective municipalities. The established practice of police appearances to coincide with shifts and Statewide case management guidelines and procedures shall continue.
8. The Municipal Court Judge, Municipal Prosecutor and Public Defender positions of each municipality will remain the same and continue their functions in the usual manner. These positions are appointed by the Mayor.

IN WITNESS WHEREOF, the parties hereto have caused these presents to be signed by their respective Mayors and Corporate Seals to be hereto affixed and attested by their respective Borough Clerks as of the day and year first above written.

**BOROUGH OF HO-HO-KUS
A Municipal Corporation**

ATTEST:


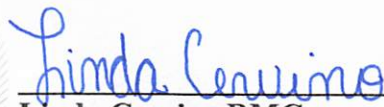
By: 
Thomas W. Randall
Mayor



Joan Herve RMC
Borough Clerk

**BOROUGH OF ALLENDALE
A Municipal Corporation**

ATTEST:

By: 
Amy Wilczynski
Mayor



Linda Cervino RMC
Borough Clerk

ACKNOWLEDGEMENT OF CLERK

STATE OF NEW JERSEY)

) ss.:

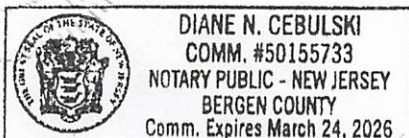
COUNTY OF BERGEN)

BE IT REMEMBERED that on this 2 day of Dec 2024,
before me, the subscriber, a Notary Public of the State of New Jersey, personally
appeared Joan Herve and made proof to my satisfaction, that she is the
Borough Clerk of said Borough of Ho-Ho-Kus, a Municipal Corporation of the
State of New Jersey, that the Borough of Ho-Ho-Kus is a party to the foregoing
Instrument, that she well knows the Corporate Seal of said Borough, and the seal
affixed to said Instrument is the Corporate Seal of said Borough and said seal was
so affixed and said Instrument signed and delivered by Thomas Randall who was
at the date hereof, Mayor of the Borough of Ho-Ho-Kus in the presence of this
deponent, and said Thomas Randall at the same time acknowledged that he
signed, sealed and delivered the same as her voluntary act and deed as the voluntary
act and deed of said Borough by virtue of the authority from said Mayor and Council
of the Borough of Ho-Ho-Kus and that deponent, at the same time, subscribed his
name to said Instrument as attesting witness to the execution thereof.

Sworn to and subscribed
Before me on the date aforesaid


Diane N. Cebulski
Notary Public

Joan Herve
Borough Clerk



ACKNOWLEDGEMENT OF CLERK

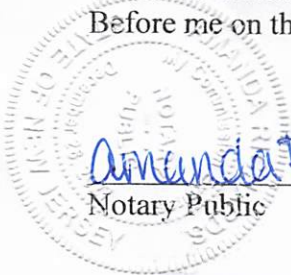
STATE OF NEW JERSEY)

) ss.:

COUNTY OF BERGEN)

BE IT REMEMBERED that on this 5th day of December 2024,
before me, the subscriber, a Notary Public of the State of New Jersey, personally
appeared Linda L Cervino and made proof to my satisfaction, that she is the
Borough Clerk of said Borough of Allendale, a Municipal Corporation of the
State of New Jersey, that the Borough of Allendale is a party to the foregoing
Instrument, that she well knows the Corporate Seal of said Borough, and the seal
affixed to said Instrument is the Corporate Seal of said Borough and said seal was
so affixed and said Instrument signed and delivered by Amy Wilczynski who was
at the date hereof, Mayor of the Borough of Allendale in the presence of this
deponent, and said Amy Wilczynski at the same time acknowledged that she
signed, sealed and delivered the same as her voluntary act and deed as the voluntary
act and deed of said Borough by virtue of the authority from said Mayor and Council
of the Borough of Allendale and that deponent, at the same time, subscribed her
name to said Instrument as attesting witness to the execution thereof.

Sworn to and subscribed
Before me on the date aforesaid



Amanda Richards
Notary Public

Linda L. Cervino
Borough Clerk

AMANDA RICHARDS
NOTARY PUBLIC
STATE OF NEW JERSEY
ID #50205422
MY COMMISSION EXPIRES DEC. 28, 2027

HO-HO-KUS & ALLENDALE SHARED COURT ESTIMATED EXPENSES

JANUARY 1, 2025 THROUGH DECEMBER 31, 2025

Salaries Actual

	<u>Total</u>	<u>Allendale at 35%</u>
Novelli-Salyer CMCA	\$85,947.00	\$30,081.00
Levitski Acting CMCA (50%)	\$2,040.00	\$1,010.00
<hr/>		
Total Salaries	\$87,987.00	\$31,091.00

Social Security/Medicare

Novelli-Salyer \$85,947.00 X 7.65%	\$6,575.00	\$2,301.00
------------------------------------	------------	------------

PERS Employer Contribution

Novelli-Salyer \$85,947.00 X 18.11%	\$15,515.00	\$5,447.00
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TOTAL SALARY EXPENSES	\$110,077.00	\$38.899.00
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Other Expenses Budgeted

Office Supplies	\$2,300.00	
Postage	\$3,300.00	
Telephone	\$250.00	
Association Dues	\$150.00	
Training Expenses	\$2,000.00	
New Equipment Purchases	\$900.00	
Traffic Tickets	\$1,000.00	
Computer Supplies	\$1,500.00	
Law Book Updates	\$3,000.00	
Health/RX/Dental Insurance	\$25,800.00	\$9,030.00
<hr/>		
TOTAL OTHER EXPENSES:	\$40,200.00	\$11,970.00
TOTAL :	\$150,277.00	
TOTAL ALLENDALE AT 35%		=\$50,869.00

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-259

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

A RESOLUTION TO AUTHORIZE CHECK FOR PROPERTY AND CHARGE SAME TO
OVERPAYMENT OF 4TH QUARTER OF 2024 TAXES

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 4th Quarter of 2024 Taxes:

Block/Lot/Qual	Name	Property Location	Amount
2203/21	David Kim c/o Corelogic Centralized Refunds PO BOX 9202 Irving, TX 75019-9760	5 Ceely Court	\$3,445.96

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino
Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-260

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**AUTHORIZE CANCELLATIONS OF TAXES –
UNCOLLECTIBLE PROPERTIES**

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to cancel the taxes owed on the following list of uncollectible properties for 2024. The properties are as follows:

Block / Lot	Address	Amount
301 / 45	Rear Farley Place	\$194.03
2204 / 15	New Street	\$ 42.18

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino
Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 12/05/2024

RESOLUTION# 24-261

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**BURGIS ASSOCIATES, INC. TO PROVIDE PROFESSIONAL PLANNING SERVICES –
HOUSING ELEMENT AND FAIR SHARE PLAN TO THE BOROUGH OF ALLENDALE**

WHEREAS, the Borough of Allendale has a need to acquire professional planning services for the housing element and fair share plan to the Borough of Allendale; and

WHEREAS, Burgis Associates, Inc., is a firm duly qualified and available to perform said services; and

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

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that a contract for the above-referenced project be awarded to Burgis Associates, Inc., 25 Westwood Avenue, Westwood, New Jersey 07675, in accordance with their proposal dated October 22, 2024, not to exceed \$35,000.00 without first consulting with the Borough.

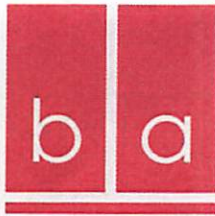
BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute a contract with said planning firm; and

BE IT FURTHER RESOLVED that this contract is being awarded as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.5; and

BE IT FURTHER RESOLVED that a copy of this resolution be filed with the Borough Clerk and made available for inspection and that a brief notice of the passage thereof be published in The Record within ten days of the passage as required 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 December 5, 2024.


Linda Louise Cervino, RMC
Municipal Clerk



B U R G I S
ASSOCIATES, INC.

COMMUNITY PLANNING
LAND DEVELOPMENT AND DESIGN
LANDSCAPE ARCHITECTURE

PRINCIPALS:
Joseph H. Burgis PP, AICP
Edward Snieckus, Jr. PP, LLA, ASLA
David Novak PP, AICP

October 22, 2024

Borough of Allendale Mayor and Council
Allendale Borough Hall
500 West Crescent Avenue
Allendale, NJ 07401

Re: Professional Planning Services
Housing Element and Fair Share Plan
BA# 4127.03

Dear Mayor Wilczynski and Borough Council,

On behalf of Burgis Associates, Inc., we are pleased to submit this proposal for professional planning services to assist the Borough in securing the Affordable Housing Compliance Certificate for the Borough's Fourth Round of affordable housing. This proposal, which may act as an Agreement, entered into by and between the Borough of Allendale and Burgis Associates, Inc., outlines the comprehensive services we can provide to ensure your municipality meets the deadlines and requirements established by the recently adopted legislation (Assembly Bill A-4 and Senate Bill S-50) signed into law by Governor Murphy on March 20, 2024.

I. Scope of Services

- A. Background: To secure the new legislation's Affordable Housing Compliance Certificate, which gives a municipality a 'presumption of validity' in the face of any potential affordable housing litigation, the Borough is required to adopt a binding resolution which establishes the Borough's Fourth Round affordable housing obligation, including the community's present and prospective housing needs, prepare a Housing Element and Fair Share Plan (HE&FSP) and the ordinances necessary to implement the Plan, and file the adopted Plan and ordinances/resolutions with the Affordable Housing Dispute Resolution Program ("Program").
- B. Document Review
 - 1. The Consultant shall review and assess the Borough's land use plan element, Third Round HE&FSP, Affordable Housing Midpoint Review, applicable master plan reexamination reports, land use ordinances (including all affordable housing

ordinances adopted to implement the Third Round HE&SFP) the recent legislation signed into law on March 20, 2024 governing the new procedures and municipal responsibilities concerning affordable housing in the Fourth Round and beyond, applicable Council on Affordable Housing (COAH) and forthcoming New Jersey Department of Community Affairs (DCA) regulations governing affordable housing issues, and related documents and information as determined appropriate to fulfill the Consultant's responsibilities with respect to the preparation of a Fourth Round HE&FSP.

2. The Consultant shall also review the forthcoming new State Plan to inform the municipality of its implications with respect to affordable housing issues.

C. Consistency With Fourth Round Affordable Housing Timelines

The Consultant shall make every reasonable effort to maintain consistency with the Fourth Round Affordable Housing Timelines established by the State in the recent legislation governing affordable housing issues and assist the municipality in this endeavor. The Timeline Schedule is set forth in the appendix of this document.

D. Analysis of Affordable Housing Obligation

1. The Consultant shall assist the municipality in interpreting the present and prospective need affordable housing obligations proffered by the DCA, and how same may (or may not) be consistent with the methodology established in the new legislation, as determined to be appropriate and cost effective for the Borough's efforts at determining and addressing its affordable housing obligations.
2. The Consultant shall follow the new legislation's requirements with respect to detailed information and issues regarding how the municipality addressed its prior round obligations, identify the extent to which affordable housing developments and/or any other plan mechanisms set forth in the Third Round HE&FSP have been completed, and, if any such sites remain undeveloped, provide an assessment as to whether such sites continue to represent a realistic opportunity for the development of affordable housing, or need to be replaced.

E. Preparation of HE&FSP.

1. The Consultant shall prepare a HE&FSP consistent with the new affordable housing legislation, Fair Housing Act (FHA), Municipal Land Use Law (MLUL) requirements, the Courts, and the Program, to ensure that a complete application

is properly prepared to address the community's Fourth Round affordable housing obligation. If determined necessary based upon the analysis set forth in Item D2 above, the Plan shall incorporate into the Fourth Round Plan adjustments to address any shortfall that may have been identified in that analysis, with respect to Third Round Plan/implementation deficiencies.

2. If determined appropriate, the Consultant shall perform a vacant land analysis and associated Realistic Development Potential (RDP) assessment that may adjust the municipality's affordable housing obligation.

F. Content of HE&FSP

1. Preparation of Background Data:
 - a. An inventory of the municipality's housing stock by age, condition, purchase or rental value, occupancy characteristics, and type, including the number of units affordable to low- and moderate-income households and substandard housing capable of being rehabilitated.
 - b. A projection of the municipality's housing stock, including the probable future construction of low- and moderate-income housing, for the next 10 years, considering, but not necessarily limited to, construction permits issued, approvals of applications for development, and probable residential development of lands.
 - c. An analysis of the municipality's demographic characteristics, including, but not necessarily limited to, household size, income level and age.
 - d. An analysis of the existing and probable future employment characteristics of the municipality.
 - e. A determination of the municipality's affordable housing obligation for low- and moderate-income housing and its capacity to accommodate its present and prospective housing needs, including its obligation for low- and moderate-income housing.
 - f. A consideration of the lands that are most appropriate for construction of low- and moderate-income housing and of the existing structures most appropriate for conversion to, or rehabilitation for, low- and moderate-income housing, including a consideration of lands of developers who have expressed a commitment to provide low- and moderate-income housing.

- g. An analysis of the extent to which municipal ordinances and other local factors advance or detract from the goal of preserving multigenerational family continuity as expressed in the recommendations of the Multigenerational Family Housing Continuity Commission.
 - h. An analysis of consistency with the State Plan, including water, wastewater, stormwater, and multi-modal transportation based on guidance and technical assistance from the State Planning Commission.
 - i. A map of all sites designated by the municipality for the production of low- and moderate-income housing and a listing of each site that includes its owner, acreage, lot, and block.
 - j. Any other documentation required pertaining to the review of the municipal housing element, including but not limited to environmental constraint data necessary to prepare a vacant land analysis.
2. The Fair Share Plan component of the HE&FSP shall include a description of how the Borough intends to address its affordable housing obligation. The Borough's plan to address its obligation may include, but is not necessarily limited to, such components as:
- a. Rezoning for densities necessary to assure economic viability for any inclusionary developments, either through mandatory set-asides or density bonuses, as may be necessary to meet all or part of the municipality's fair share.
 - b. Determination of the total residential zoning necessary to assure that the municipality's fair share is achieved, along with implementation mechanisms that ensure that low- and moderate-income units remain affordable to low- and moderate-income households.
 - c. A plan for infrastructure expansion and rehabilitation and conversion or redevelopment of unused or underutilized real property, including existing structures, if necessary to assure the achievement of the municipality's fair share.
 - d. Donation or use of municipally owned land or land condemned by the municipality for purposes of providing low- and moderate-income housing.

- e. Tax abatements for purposes of providing low- and moderate-income housing; and utilization of funds obtained from any State or federal subsidy toward the construction of low- and moderate-income housing.
 - f. For all mechanisms proposed in the Fair Share Plan to address the Borough's affordable housing obligation, the Plan shall include information documenting the site's availability, suitability, developability and approvability for affordable housing, as defined in N.J.A.C. 5:93-1. This shall minimally include information on environmental constraints, water and sewer availability and capacity, street access, ownership and title issues.
- 3. Spending Plan: The Borough is also required to include in its HE&FSP a Spending Plan for current funds in the municipality's Affordable Housing Trust Fund and for funds projected to be acquired into the account through the end of the Fourth Round (i.e., 2035). The Consultant shall prepare said Spending Plan in accordance with the requirements for same set forth in the new legislation.
- G. Preparation of Ordinances and Resolutions. The Consultant shall also prepare the various municipal ordinances necessary to implement the HE&FSP in accordance with the timelines set forth in the appendix of this document.
- H. The Consultant shall regularly prepare memoranda to update the municipality on progress of the preparation of the HE&FSP and ordinances, provide the latest information on affordable housing issues, related case law, and prepare reports on any affordable housing development applications filed with the community's land use office.
- I. The Consultant will prepare reports, ordinances, maps, correspondence, etc. pertaining to any comments received by any reviewing entity following their review of the HE&FSP and ordinances based on procedures to be established by the Administrative Director of the Courts.
- J. The Consultant will also, at the direction of the Borough, prepare the necessary analysis of sites in response to requests by property owners/developers to include their properties in the Plan, and assess the propriety of such requests, including responses to any prospective objector's claims to the Plan. The Consultant will also be available to participate in any prospective mediation processes that may be instituted.

II. Meetings

The Consultant will be available to attend meetings with the Planning Board, Council or other municipal representatives to fulfill this Contract and receive local input regarding the preparation of the HE&FSP and participate in public meetings and hearings on this matter.

III. Time of Performance

The services of the Consultant shall be undertaken in a timely manner, consistent with the needs of the municipality and procedures as set forth in the new legislation.

IV. Preparation of Reports

- A. The Consultant shall prepare reports, maps, correspondence, etc. to fulfill the contractual obligations and keep the Borough informed of progress on matters pertaining to affordable housing issues. A total of fifteen copies of memoranda, reports and the final Plan shall be submitted to the Borough's Office of the Planning Board for distribution.
- B. All rights, title, and ownership interest in and to any and all materials provided or created for the municipality shall be the sole and exclusive property of the Borough of Allendale.

V. Compensation and Method of Payment

- A. Due to the fluid nature of this endeavor, it is recommended that the fee for services outlined herein be billed at an hourly rate initially capped at \$35,000. The Consultant and Client shall re-visit this cap if and when the initial cap is reached, and the Consultant shall not proceed further until the parties come to an agreement on additional funding.
- B. Billings for the work items set forth herein shall be submitted to the Client based upon the time expended on the work, on a monthly basis.
- C. The firm's current fee schedule is as follows for the year 2024-25.

Principal	\$160/hour
Senior Associate	\$140/hour
Associate	\$135/hour
Project Planner	\$115/hour
CADD	\$ 80/hour
Reprographics	At cost
Meeting Attendance	Hourly Rate; minimum \$200/meeting

- D. Hourly rates are portal-to-portal, with a maximum one-hour charge for travel time.

- E. The Consultant shall submit monthly vouchers enumerating billable hours by the applicable hourly rate as set forth above, with a narrative describing the services performed.

VI. Qualifications of the Consultant

Burgis Associates is a team of dedicated professionals with a deep understanding of affordable housing matters and extensive experience in affordable housing planning, including a proven track record of assisting municipalities in developing and implementing successful HE&FSPs and assisting the Courts through Mr. Burgis' role as Special Adjudicator (previously known as Special Master). We are familiar with the unique challenges and opportunities facing communities and are confident in our ability to deliver exceptional results for your community. We are committed to providing the Borough with personalized attention and responsive service throughout the entire process.

VII. Conflict of Interest

The Consultant shall not engage in any act or perform any services which will constitute a conflict of interest.

VIII. Affirmative Action Requirements

During the term of this Agreement, the Consultant agrees to comply with the Affirmative Action requirements of N.J.A.C. 17:27.

The parties hereby cause this Agreement to be executed by their duly authorized officers.


Burgis Associates, Inc.



Joseph H. Burgis P.P., AICP
President

JHB/dn/kc

Borough of Allendale, New Jersey



Authorized Representative
Dated: 02/15/24

APPENDIX A

Fourth Round Affordable Housing Timelines For Action

1. Initial Actions Required pursuant to the New Legislation:

- a. All municipalities are required to provide to DCA a detailed accounting of all **non-residential development fees** collected and expended since the inception of the municipal authorization to collect/retain non-residential development fees.
- b. All municipalities are required to provide to DCA a detailed accounting of all **residential development fees** (and/or Payments in Lieu of constructing affordable housing) collected and expended since the inception of the municipal authorization to collect such fees.
- c. All municipalities are required to provide to DCA the following:
 - i. The number of affordable housing units actually constructed.
 - ii. Characteristics of the affordable housing units actually constructed, including:
 1. Housing type.
 2. Tenure.
 3. Affordability level.
 4. Number of bedrooms.
 5. Date and expiration of affordability controls.
 6. Occupancy restrictions (families, seniors, or other special populations).
 - iii. Construction starts.
 - iv. Certificates of Occupancy granted.
 - v. Start and expiration dates of deed restrictions.
 - vi. Residential and non-residential development fees collected and expended (incl. purposes and amounts of expenditures).
 - vii. Current balance in Affordable Housing Trust Fund.

The Borough should confirm that their affordable housing administrator has completed this task.

2. **By October 20, 2024:** DCA is required to publish their non-binding determination of each municipality's calculated 4th Round affordable housing obligation.

3. **By January 31, 2025**, each municipality is required to **adopt a binding resolution setting forth either its acceptance of the DCA determination of their obligation, or its determination of their 4th Round obligation**, and file same with the State's new Affordable Housing Dispute Resolution Program (the Program).
 - a. Within **48 hours** of resolution passage, the municipality must file their action with the Program declaring its obligation.
 - b. **If a municipality does not meet these deadlines, it loses immunity** from exclusionary zoning litigation until such time as the municipality is determined to have come into compliance with the Fair Housing Act.
4. **By February 28, 2025**: any interested party may file an action with the Program **challenging a municipality's adopted 4th round housing obligation**.
 - a. If there are no challenges by this deadline, then **on March 1, 2025**, the municipality's agreed-upon 4th Round housing obligation is established by default.
 - b. If there are challenges filed by this deadline, then the Program is required to make a determination on such challenges **by March 31, 2025**.
 - c. Any challenge must state with particularity how the municipal calculation fails to comply with the Jacobson opinion methodology, and it must include the challenger's own calculation of fair share obligations.
 - d. The municipality's calculation has a "presumption of validity" for any challenges brought within the Program.
5. **By June 30, 2025**: all municipalities are **required to adopt a HE&FSP** and propose drafts of the zoning ordinances and other ordinances and resolutions necessary to implement the HE&FSP.
 - a. Within **48 hours** of adoption **or by June 30, 2025, whichever is sooner**, the municipality must file these documents with the Program.
 - b. If a municipality does not meet this deadline, it **loses immunity** from exclusionary zoning litigation.
6. **By August 31, 2025**: any interested party may file an action with the Program **challenging a HE&FSP**.
 - a. If there are no challenges by this deadline, then **on September 1, 2025**, the Program reviews the HE&FSP for consistency with the FHA and issues a compliance certification (unless the standards are not met).

- b. If there are challenges filed by this deadline, then the municipality has until **December 31, 2025** to commit to revising its HE&FSP in response to the challenge or provide an explanation as to why it will not make all or some of the requested changes.
 - c. Any challenge must state with particularity which sites or elements of the HE&FSP do not comply with the law and the basis for alleging noncompliance. A challenge cannot be based on claims that the challenger's site is better than sites proposed within the HE&FSP.
7. **By March 15, 2026:** municipalities are required to **adopt all of the zoning ordinances and other ordinances and resolutions** proposed to implement the HE&FSP.
- a. Upon adoption of the ordinances and resolutions, the municipality must **immediately** file them with the Program.
 - b. If a municipality does not meet these deadlines, it **loses immunity** from exclusionary zoning litigation.
 - c. **If a municipality is involved in an ongoing dispute** concerning its obligation and/or HE&FSP, making it impossible to adopt implementing ordinances and resolutions, the **municipality may adopt a binding resolution by this date to commit to adopting the implementing ordinances and resolutions following resolution of the dispute**, so that it does not have to adopt and re-adopt amended versions.

JHB

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

DATE: 12/05/2024

RESOLUTION# 24-262

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**APPOINTMENT OF RADIO POLICE DISPATCHER, FILL-IN PER DIEM, HOURLY –
CRAIG SIMKO**

WHEREAS, a need exists to hire a Radio Police Dispatcher, P/T, hourly on a fill-in per diem basis; and

WHEREAS, Craig Simko possesses the necessary qualifications to be a Radio Police Dispatcher; and

WHEREAS, the Allendale Police Department has recommended his hire.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Craig Simko be hired for the Radio Police Dispatcher, Fill-in Per Diem, hourly position in the Allendale Police Department at the rate of \$22.00/hour effective December 2, 2024.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino
Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-263

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

APPOINTMENT OF RADIO POLICE DISPATCHER, FILL-IN PER DIEM, HOURLY
BRIAN SKETTINI

WHEREAS, a need exists to hire a Radio Police Dispatcher, P/T, hourly on a fill-in per diem basis; and

WHEREAS, Brian Skettini possesses the necessary qualifications to be a Radio Police Dispatcher; and

WHEREAS, the Allendale Police Department has recommended his hire.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Brian Skettini be hired for the Radio Police Dispatcher, Fill-in Per Diem, hourly position in the Allendale Police Department at the rate of \$22.00/hour effective December 5, 2024.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino
Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 12/05/2024

RESOLUTION# 24-264

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**AWARD OF 2025 JANITORIAL SERVICES CONTRACT
GUY'S MAINTENANCE CO., INC.**

WHEREAS, the Borough finds the need to contract certain janitorial services; and,

WHEREAS, a Request for Proposals for 2025 Janitorial Services was sought by the Municipal Clerk on October 30, 2024 with responses due by 11:00 a.m. on November 21, 2024; and

WHEREAS, seven (7) proposals were received; and

WHEREAS, Guy's Maintenance Co., Inc. was deemed to be the lowest responsive, responsible proposal; 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 standard Janitorial Services be awarded to Guy's Maintenance Co., Inc. for the term January 1, 2025 to December 31, 2025, in the amount of \$3,800.00 per month for a total yearly amount of \$45,600.00; and

BE IT FURTHER RESOLVED that Guy's Maintenance Co., Inc. has also submitted his quote for consideration of a one-year extension at the same rate beyond the December 31, 2025, but not later than December 31, 2026; and

BE IT FURTHER RESOLVED that the Borough also wishes to contract with Guy's Maintenance Co., Inc. for specialty services during a public health emergency for additional as-needed weekly cleaning/sanitizing, not to exceed \$950.00 for the term January 1, 2025 to December 31, 2025, in accordance with the pricing contained in their proposal; and

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-264

BE IT FURTHER RESOLVED that the records for the solicitation of quotes be kept on file along with the award of contract in the Municipal Clerk's office; and

BE IT FURTHER RESOLVED that the Mayor, Borough Clerk and Chief Financial Officer are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with Cleaning Services of Hudson Valley 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 December 5, 2024.


Linda Louise Cervino, RMC
Municipal Clerk



RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-265

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



☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

APPROVAL OF DECEMBER 5, 2024 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 December 5, 2024 in the amounts of:

Bill List Numbers	December 5, 2024
Current Fund	\$ 1,218,755.62
Payroll Account	183,981.98
General Capital	128,399.61
Animal Fund	
Grant Fund	
COAH/Housing Trust	4,577.50
Improvement & Beautification	
Unemployment Fund	
Trust Fund	22,186.59
Water Operating	
Water Capital	
<hr/>	
Total	\$ 1,557,901.30

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.



Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 12/05/2024

RESOLUTION# 24-266

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

AUTHORIZATION OF 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 2024 Budget Appropriations:

DEPARTMENT	ACCOUNT	FROM	TO
CURRENT FUND			
Streets and Roads S&W	4-01-26-290-010	20,000	
Contingent	4-01-35-470-230	29,000	
Parks OE	4-01-28-370-020		15,000
Crestwood OE	4-01-28-371-020		5,000
Buildings And Ground OE	4-01-26-310-020		29,000
Total Transfers		49,000	49,000

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 12/05/2024

RESOLUTION# 24-267

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

**AUTHORIZATION TO RELEASE OF CASH MAINTENANCE BOND
ALLENDALE HEIGHTS, LLC**

WHEREAS, the applicant, Allendale Heights, LLC, Block 506, Lots 4.01 – 4.10, in the Borough of Allendale, County of Bergen, State of New Jersey, has requested a cash maintenance bond release; and

WHEREAS, the Chief Financial Officer of the Borough of Allendale reports the following account was posted with the Borough for this application:

Cash Maintenance Bond \$123,534.00

WHEREAS, the Borough Engineer has reviewed the project file and on October 22, 2024 indicated that the project is complete; and

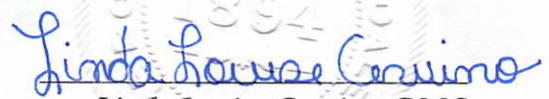
WHEREAS, all final invoices have been processed; and

WHEREAS, the Borough Engineer has no objection to releasing the Performance Guarantee as requested by the applicant, less an \$800.00 credit for replacement of a cracked inlet frame.

WHEREAS, the Governing Body has reviewed the memo, a copy of which is attached hereto and incorporated herein.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body that the Cash Maintenance Bond in the amount of \$122,798.34 (includes interest) be released to Allendale Heights, LLC, at this time.


I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino, RMC
Municipal Clerk

Memorandum

To: Mayor & Council
A. Altano, Borough Administrator
L. Cervino, Borough Clerk
R. Wiss, Borough Attorney

Cc: J. McCarthy, Allendale Heights

From: Michael Vreeland, Borough Engineer 

Date: October 22, 2024

Re: Maintenance Guarantee & Escrow Release Request
Allendale Heights (Block 506, Lot 4)
Allendale Borough
VCEA# ALN-1000.012

The Developer is requesting release of the two-year maintenance guarantee and escrow posted for the project.

We have reviewed the file and visited the site. Based on our review and observations we have no engineering objection to the Borough processing the request and closing out the project.

The Developer is offering the Borough a \$800 credit for replacement of a crack inlet frame. We have no engineering objection to the credit.

Prior to releasing the escrow the Borough should process and pay final invoices associated with the project.

Prior to releasing the maintenance guarantee the Borough should retain \$800 for the inlet frame.

Please contact me should you have any questions.

OFFICE LOCATIONS

www.vancleefengineering.com

Hillsborough, NJ
908-359-8291

Hamilton, NJ
609-689-1100

Mt. Arlington, NJ
862-284-1100

Toms River, NJ
732-573-0490

Phillipsburg, NJ
908-454-3080

Freehold, NJ
732-303-8700

Doylestown, PA
215-345-1876

Bethlehem, PA
610-332-1772

Pottstown, PA
610-323-4040

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 12/05/2024

RESOLUTION# 24-268

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

SCHEDULE 2024 SINE DIE MEETING & 2025 REORGANIZATION MEETING

BE IT RESOLVED that the 2024 Sine Die meeting will be scheduled Monday, January 6, 2025 at 6:30 P.M. in Council Chambers of the Municipal Building located at 500 West Crescent Avenue, Allendale, NJ 07401.

BE IT RESOLVED that the 2025 Reorganization Meeting will be scheduled Monday, January 6, 2025 at 7:00 P.M. in Council Chambers of the Municipal Building located at 500 West Crescent Avenue, Allendale, NJ 07401.

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to The Record, Star Ledger, and Ridgewood News, as well as be posted on the Borough Hall bulletin board and Borough Website.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on December 5, 2024.


Linda Louise Cervino, RMC
Municipal Clerk



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

DATE: 12/05/2024

RESOLUTION# 24-269

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

☐ Carried
☐ Defeated
☐ Tabled
☒ Approved on Consent Agenda

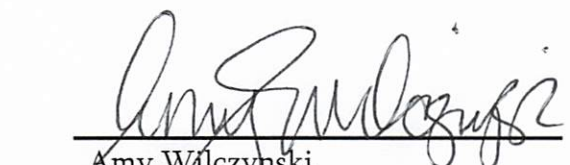
**APPROVAL OF PAYMENT NO. 2 FOR NJ MA-22 & MA-23
ALLENDALE STREETSCAPE PROJECT PHASE V & VI - A.A. BERMS LLC**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, Bergen County, New Jersey that the contract for the MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded) 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 Sixty-Six Thousand, Two Hundred Fourteen Dollars and Twenty-Three Cents (\$166,214.23) 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 December 5, 2024.


Linda Louise Gervino, RMC
Municipal Clerk


Amy Wilczynski
Mayor



EXPERIENCED
DEDICATED
RESPONSIVE

negliagroup.com

VIA: USPS MAIL & EMAIL

December 2, 2024

Ms. Alison Altano, Borough CFO
Municipal Building/Civic Center
Borough of Allendale
500 West Crescent Avenue
Allendale, New Jersey 07401

Re: MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded)
Borough of Allendale
Bergen County, New Jersey
Neglia File No.: ALLEMUN24.010

Dear Ms. Altano:

Accordingly, enclosed please find the following information with regard to the above reference project, which reflects the work performed to date on West Allendale Avenue.

- Borough of Allendale Payment Voucher No. 2 in the amount of One Hundred Sixty-Six Thousand Two Hundred Fourteen Dollars and Twenty-Three Cents (\$166,214.23).
- Borough of Allendale Engineering Certificate No. 2 in the amount of One Hundred Sixty-Six Thousand Two Hundred Fourteen Dollars and Twenty-Three Cents (\$166,214.23).
- Payment Resolution No. 2 in the amount of One Hundred Sixty-Six Thousand Two Hundred Fourteen Dollars and Twenty-Three Cents (\$166,214.23).
- Certified Payrolls

We trust you will find the above in order. Should you have any questions or require additional information, please do not hesitate to contact the undersigned.

Very truly yours,
Neglia Group

David Juzmeski, P.E., P.P.
For the Borough of Allendale
Borough of Allendale

cc: Linda L. Cervino, Brough Clerk, Borough of Allendale *(via email w/ attachments)*
Jason Menzella, Neglia *(via email w/ attachments)*
Kevin Bilin, Neglia *(via email w/ attachments)*
A.A. Berms LLC *(via email w/ attachments)*

LYNDHURST
34 Park Avenue
PO Box 426
Lyndhurst, NJ 07071
p. 201.939.8805 f. 201.939.0846

MOUNTAINSIDE
200 Central Avenue
Suite 102
Mountainside, NJ 07092
p. 201.939.8805 f. 732.943.7249

DEPARTMENT	DATE
Engineering	11/27/2024
VENDOR NUMBER	

Borough of Allendale
Municipal Building / Civic Center
500 West Crescent Ave
Allendale, NJ 07401

TAX ID#

PURCHASE ORDER NUMBER
No 2
The above order number must appear on all invoices, packages and correspondence.
YOUR INVOICE NUMBER
ALLEMUN24.010

In connection with P.L. 2004, c.57, no purchase order or payment can be made to a vendor who does not have a Business aRegistration Certificate on file with the Borough.

**V
E
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A.A. Berms LLC
PO Box 180
Bellville, New Jersey 07109

**S
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QUANTITY	UNIT	DESCRIPTION OF MATERIALS OR SERVICES	UNIT PRICE	AMOUNT
1		For the labor, material and equipment in accordance with the Engineer's Certificate #2 for the project entitled: MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded)		\$ 166,214.19

CLAIMANT'S CERTIFICATION AND DECLARATION

I DO SOLEMNLY DECLARE AND CERTIFY UNDER THE PENALTIES OF THE LAW THAT THE WITHIN BILL IS CORRECT IN ALL ITS PARTICULARS; THAT THE ARTICLES HAVE BEEN FURNISHED OR SERVICES RENDERED AS STATED THEREIN; THAT NO BONUS HAS BEEN GIVEN OR RECEIVED BY ANY PERSON OR PERSONS WITHIN THE KNOWLEDGE OF THIS CLAIMANT IN CONNECTION WITH THE ABOVE CLAIM; THAT THE AMOUNT THEREIN STATED IS JUSTLY DUE AND OWING; AND THAT THE AMOUNT CHARGED IS A REASONABLE ONE.

X 

OWNER


11/27/2024

VENDOR SIGN HERE AND RETURN FOR PAYMENT

TITLE

DATE

SPACE BELOW TO BE FILLED OUT BY MUNICIPAL OFFICIALS

DEPARTMENT CERTIFICATION	APPROVED AND ORDERED PAID	APPROPRIATION CHARGED	AMOUNT
I hereby certify from personal knowledge that the goods and services charged for in the above Claim have been received and rendered as stated.	FINANCE - COMMITTEE		
	FINANCE CHAIR		
CHAIR/DEPARTMENT HEAD	PAYMENT RECORD		
Prices Herein Quoted Are Correct With Contract -Bid -Requisition -Standard -Price In Order Named And This Bill Is Approved:	Check No. _____		
	Date _____		
DEPARTMENT LIASION			

THE NEGLIA GROUP
ENGINEER'S CERTIFICATE N° 2

MUNICIPALITY: Borough of Allendale
PROJECT: MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded)
CONTRACTOR: A.A. Berms LLC
PO Box 180
Belville, New Jersey 07109

SHEET: 1 of 2
DATE: November 27, 2024
NEGLIA FILE: ALLEMUN24.010

BASE BID A

ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	EXTRA OR SUPPL.	REDUCTION	PREVIOUS ESTIMATE(\$)	QTY. THIS ESTIMATE	QUANTITY TO DATE	UNIT PRICE	AMOUNT THIS EST.	AMOUNT EXTRA	AMOUNT REDUCTION	AMOUNT TO DATE
1	Mobilization	LS	1				1.00	1.00	\$ 10,000.00	\$ 10,000.00	\$ -	\$ -	\$ 10,000.00
2	Breakaway Barricades	UNIT	25						\$ 0.01	\$ -	\$ -	\$ -	\$ -
3	Drum	UNIT	25						\$ 0.01	\$ -	\$ -	\$ -	\$ -
4	Traffic Cone	UNIT	50						\$ 0.01	\$ -	\$ -	\$ -	\$ -
5	Construction Signs	UNIT	100						\$ 0.01	\$ -	\$ -	\$ -	\$ -
6	Traffic Director, Flagger	HOURS	200				200.00	200.00	\$ 83.28	\$ 16,656.00	\$ -	\$ -	\$ 16,656.00
7	Clearing Site	LS	1				0.50	0.50	\$ 6,000.00	\$ 3,000.00	\$ -	\$ -	\$ 3,000.00
8	Inlet Filter, Type 1	SF	10						\$ 0.01	\$ -	\$ -	\$ -	\$ -
9	Tree Protection	LF	435						\$ 2.00	\$ -	\$ -	\$ -	\$ -
10	9" X 18" Concrete Vertical Curb	LF	10				114.50	114.50	\$ 60.00	\$ 6,870.00	\$ -	\$ -	\$ 6,870.00
11	Belgian Block Curb	LF	265				58.50	58.50	\$ 36.00	\$ 2,106.00	\$ -	\$ -	\$ 2,106.00
12	Concrete Sidewalk, Reinforced, 6" Thick	SY	5				11.35	11.35	\$ 120.00	\$ 1,362.00	\$ -	\$ -	\$ 1,362.00
13	Concrete Sidewalk with Copthorne Paver Band	SY	330				275.80	275.80	\$ 145.00	\$ 39,991.00	\$ -	\$ -	\$ 39,991.00
14	Concrete Driveway with Copthorne Paver Band	SY	80				41.00	41.00	\$ 155.00	\$ 6,355.00	\$ -	\$ -	\$ 6,355.00
15	Detectable Warning Surface	SY	2				2.00	2.00	\$ 500.00	\$ 1,000.00	\$ -	\$ -	\$ 1,000.00
16	Reset Existing Casting	UNIT	3						\$ 100.00	\$ -	\$ -	\$ -	\$ -
17	Decorative Street Light, Complete (Including Electrification)	UNIT	7				2.10	2.10	\$ 13,400.00	\$ 28,140.00	\$ -	\$ -	\$ 28,140.00
18	Trash Receptacle	UNIT	4						\$ 1,800.00	\$ -	\$ -	\$ -	\$ -
19	Topsoil Spreading, 4" Thick	SY	15				15.00	15.00	\$ 3.00	\$ 45.00	\$ -	\$ -	\$ 45.00
20	Fertilizing and Seeding, Type A-3	SY	15				15.00	15.00	\$ 3.00	\$ 45.00	\$ -	\$ -	\$ 45.00
21	Straw Mulching	SY	15				15.00	15.00	\$ 3.00	\$ 45.00	\$ -	\$ -	\$ 45.00
22	Allowance for Unforeseen Conditions	ALLOW	1				0.87	0.87	\$ 15,000.00	\$ 13,080.21	\$ -	\$ -	\$ 13,080.21
23	Final Cleanup	LS	1				0.50	0.50	\$ 4,500.00	\$ 2,250.00	\$ -	\$ -	\$ 2,250.00
TOTAL BASE BID A										\$ 130,945.21	\$ -	\$ -	\$ 130,945.21

THE NEGLIA GROUP
ENGINEER'S CERTIFICATE N° 2

MUNICIPALITY: Borough of Allendale
PROJECT: MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded)
CONTRACTOR: A.A. Berms LLC
PO Box 180
Bellville, New Jersey 07109

SHEET: 2 of 2
DATE: November 27, 2024
NEGLIA FILE: ALLEMUN24.010

BASE BID B

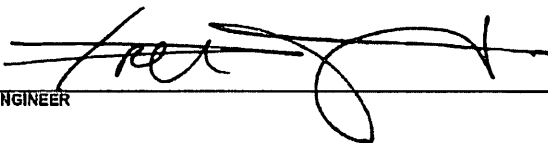
ITEM NO.	DESCRIPTION	UNIT	CONTRACT QUANTITY	EXTRA OR SUPPL.	REDUCTION	PREVIOUS ESTIMATE(S)	QTY. THIS ESTIMATE	QUANTITY TO DATE	UNIT PRICE	AMOUNT THIS EST.	AMOUNT EXTRA	AMOUNT REDUCTION	AMOUNT TO DATE
1	Mobilization	LS	1			1.00		1.00	\$ 20,000.00	\$ -	\$ -	\$ -	\$ 20,000.00
2	Breakaway Barricades	UNIT	25			25.00		25.00	\$ 0.01	\$ -	\$ -	\$ -	\$ 0.25
3	Drum	UNIT	25			25.00		25.00	\$ 0.01	\$ -	\$ -	\$ -	\$ 0.25
4	Traffic Cone	UNIT	50			50.00		50.00	\$ 0.01	\$ -	\$ -	\$ -	\$ 0.50
5	Construction Signs	SF	100			100.00		100.00	\$ 0.01	\$ -	\$ -	\$ -	\$ 1.00
6	Traffic Director, Flagger	HOUR	200			123.64	198.38	322.02	\$ 83.28	\$ 16,521.11	\$ -	\$ -	\$ 26,818.15
7	Clearing Site	LS	1			0.50	0.50	1.00	\$ 8,000.00	\$ 4,000.00	\$ -	\$ -	\$ 8,000.00
8	Inlet Filter, Type 1	SF	20						\$ 0.01	\$ -	\$ -	\$ -	\$ -
9	9" x 18" Concrete Vertical Curb	LF	5			5.00		5.00	\$ 60.00	\$ -	\$ -	\$ -	\$ 300.00
10	Belgian Block Curb	LF	475			85.00	72.00	157.00	\$ 38.00	\$ 2,592.00	\$ -	\$ -	\$ 5,652.00
11	Concrete Sidewalk, Reinforced, 6" Thick	SY	5						\$ 120.00	\$ -	\$ -	\$ -	\$ -
12	Cophorne Pavers (or Equal)	SY	585			525.62	14.80	540.42	\$ 260.00	\$ 3,848.00	\$ -	\$ -	\$ 140,509.20
13	Concrete Sidewalk w/ Cophorne Paver Band	SY	70			60.50		50.50	\$ 145.00	\$ -	\$ -	\$ -	\$ 7,322.50
14	Detectable Warning Surface	SY	1			1.00		1.00	\$ 500.00	\$ -	\$ -	\$ -	\$ 500.00
15	Reset Water Valve Box	UNIT	5			5.00		5.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 250.00
16	Reset Gas Valve Box	UNIT	2			2.00		2.00	\$ 50.00	\$ -	\$ -	\$ -	\$ 100.00
17	Decorative Street Light, Complete (including Electrification)	UNIT	10			3.30		3.30	\$ 11,800.00	\$ -	\$ -	\$ -	\$ 38,940.00
18	Trash Receptacle	UNIT	4						\$ 1,800.00	\$ -	\$ -	\$ -	\$ -
19	Deciduous Ornamental Tree, 2" Caliper w/ Watering Bag	UNIT	16				14.00	14.00	\$ 550.00	\$ 7,700.00	\$ -	\$ -	\$ 7,700.00
20	Topsoil Spreading 4" Thick	SY	10			23.00		23.00	\$ 3.00	\$ -	\$ -	\$ -	\$ 69.00
21	Fertilizing and Seeding Type A-3	SF	10			23.00		23.00	\$ 3.00	\$ -	\$ -	\$ -	\$ 69.00
22	Straw Mulching	SY	10			23.00		23.00	\$ 3.00	\$ -	\$ -	\$ -	\$ 69.00
23	Allowance for Unforeseen Conditions	ALLOW	1						\$ 20,000.00	\$ -	\$ -	\$ -	\$ -
24	Final Cleanup	LS	1			0.50	0.50	1.00	\$ 8,000.00	\$ 4,000.00	\$ -	\$ -	\$ 8,000.00
TOTAL BASE BID B										\$ 38,681.11	\$ -	\$ -	\$ 284,300.85
TOTAL										\$ 189,608.32	\$ -	\$ -	\$ 395,246.06

Notes:
Contract Allowance for Base Bid A was used for Tree Relocation.

CONTRACT PRICE: \$614,301.30
EXTRA & SUPPLEMENTAL:
TOTAL: \$614,301.30
REDUCTIONS:
ADJUSTED AMOUNT: \$614,301.30

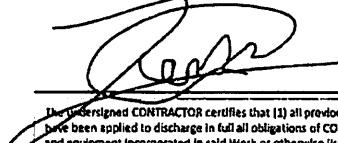
TOTAL AMOUNT TO DATE: \$395,246.06
LESS 2%: \$7,904.92
BALANCE: \$387,341.14
LESS PREVIOUS PAYMENT(S): \$221,126.95
AMOUNT DUE: \$166,214.19

APPROVED:



ENGINEER

CONTRACTOR:



JUAN ALVARADO - AA BERMS LLC
The undersigned CONTRACTOR certifies that (1) all previous progress payments received from OWNER on account of work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by Prior Payment Estimates; and (2) title in all materials and equipment incorporated in said Work or otherwise listed in or covered by this Payment Estimate will pass to OWNER at time of payment free and clear of all liens, claims, security interests and encumbrances (except such as covered by Bond acceptable to OWNER).

BOROUGH OF ALLENDALE

COUNTY OF BERGEN

2024 – (R) – _____

Introduced by Councilperson:

Seconded by:

Be it resolved by the Mayor and Council of the Borough of Allendale, Bergen County, New Jersey that the contract for the MA 22-23 Allendale Streetscape Project - Phases V & VI (NJDOT Funded) 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 Sixty-Six Thousand, Two Hundred Fourteen Dollars and Twenty-Three Cents (\$166,214.23) is hereby approved.

This Resolution to take effect immediately.

Dated: _____

Approved:

Mayor

CERTIFICATION

I, Linda Cervino, Borough Clerk of the Borough of Allendale, Bergen County, New Jersey, do hereby certify that the foregoing resolution was adopted by the Mayor and Council of the Borough of Allendale, at a regular meeting held _____.

Dated: _____

Clerk

NJ Department of Labor & Workforce Development

Payroll Certification for Public Works Projects
for Contractor and Subcontractor's Weekly and Final Certification

Name of ☒ Contractor or ☐ Subcontractor
AA BERMS LLC

Business Address
PO BOX 180 BELLEVILLE NJ 07109

Project Name
ALLENDALE STREETSCAPE PH V&VI
Contract I.D. or Project I.D.

F.E.I.N. 47-5203811

Project Location
ALLENDALE STREETSCAPE PROJECT - PHASES V & VI (Allendale) Contractor Registration #

Payroll No. 05
Date Wages Due & Paid 10/25/2024
Week Ending Date 10/20/2024
or ☐ Final Certification

SUBMIT form via the NJ Wage Hub (njwages.nj.gov) or use other submission methods in the portal.

IMPORTANT: For purposes of law, you must *also* submit this form to the appropriate public body or lessor, either via the NJ Wage Hub or other methods.

1. Employee Name and Address	2. Work		3. Demographics			Overtime or Straight Time	4. Day and Date							5. Total Hours	6. Hourly Rate of Pay	7.		8.					9. Net Wages Paid for Week	10. Total Fringe Benefit Cost/4hr		
	Job Title e.g., apprentice, journeyman, foreman	Work Classification/ Occupational Category e.g., carpenter, mason, plumber	Sex M=Male F=Female N=Non-Binary	Race See Key	Ethnicity Hispanic Non-Hispanic		SU	MO	TU	WE	TH	FR	SA			This Project	This Week	FICA	Federal Tax	State Tax	Other Tax	(Specify) WITHHOLD			Total Deductions	
							14	15	16	17	18	19														
							Hours worked each day																			
Alex Silva 6879	JOURMEYMAN	LABORER	M	W	H	S			8	8	8	8		32	49.30			2,340.48	145.11	248.00	88.89	7.10	33.94	518.04	1,822.44	37.33
Carlos Rebelo 7654	JOURMEYMAN	LABORER	M	W	H	S			8	8	8	8		32	49.30			2,340.48	145.10	329.00	94.08	2.11	33.93	604.22	1,736.26	37.33
Christian De Pena Echevarria 7462	JOURMEYMAN	TRUCK DRIVER	M	W	H	S			8	8				16	37.62			603.16	58.23	12.80	13.81	4.84	13.61	102.51	836.65	43.28
Diego Acevedo 1593	APPRENTICE	LABORER	M	W	H	S			8	8	8	8		32	31.15			1,799.90	111.56	178.00	46.48	9.27	28.06	372.41	1,426.95	75.08
Hugo Fernandes 1634	FOREMAN	LABORER	M	W	N	S			8	8	8	8		32	53.55			2,791.83	173.09	223.00	109.84	2.51	46.49	548.93	2,242.90	37.33
Iban G Moreno Chamba 5874	JOURMEYMAN	TRUCK DRIVER	M	W	H	S					8	8		16	41.15			1,134.60	70.35	80.00	18.08	5.84	16.45	190.72	943.88	35.75
Juan P Chima 2876	JOURMEYMAN	LABORER	M	W	H	S			8	8	8	8		32	49.30			2,145.73	133.94	169.00	89.13	11.04	31.11	433.32	1,712.41	37.33
Marcos Oliveira 6394	JOURMEYMAN	LABORER	M	W	N	S			8		8	8		24	49.30			1,865.38	115.65	176.00	50.71	9.61	27.95	378.02	1,486.36	37.33
						S																				
						O																				
						S																				
						O																				

KEY: W=White; B=Black; A=Asian; N=Non-Hispanic

KEY W=White; B=Black or African American;
A=Asian; N=American Indian or Native Alaskan;
I=Native Hawaiian or Pacific Islander; M= 2 or More

See following page for instructions
☐ Check if additional sheets attached
MW-562 (6/23)

[illegible]

Payroll Certification for Public Works Projects

for Contractor and Subcontractor's Weekly and Final Certification

Name of ☒ Contractor or ☐ Subcontractor
AA BERMS LLC

Business Address
PO BOX 180 BELLEVILLE NJ 07109

Project Name
ALLENDALE STREETSCAPE PH V&VI
Contract I.D. or Project I.D.

F.E.I.N. 47-5203811

Payroll No. 06
Date Wages Due & Paid 11/01/2024
Week Ending Date 10/27/2024
or ☐ Final Certification

Project Location
ALLENDALE STREETSCAPE PROJECT - PHASES V & VI (Allendale)
Contractor Registration #

SUBMIT form via the NJ Wage Hub (njwages.nj.gov) or use other submission methods in the portal.

IMPORTANT: For purposes of law, you must *also* submit this form to the appropriate public body or lessor, either via the NJ Wage Hub or other methods.

1. Employee Name and Address	2. Work		3. Demographics			Overseas or Out of State Time	4. Day and Date							5. Total Hours	6. Hourly Rate of Pay	7.		8.						9. Net Wages Paid for Week	10. Total Fringe Benefit Cost/Week
	Job Title e.g., apprentice, journeyman, foreman	Work Classification/ Occupational Category e.g., carpenter, mason, plumber	Sex M=Male F=Female N=Non-Binary	Race See Key	Ethnicity H=Hispanic N=Non- Hispanic		SU	MO	TU	WE	TH	FR	SA			This Project	This Week	FICA	Federal Tax	State Tax	Other Tax	(specify) WITHHOLD	Total Deductions		
							21	22	23	24	25	26													
							Hours worked each day																		
Alex Silva 6879	JOURNEYMAN	LABORER	M	W	H	S	8	8	8		8		32	49.30		2,348.48	145.11	248.00	88.88	2.11	33.93	518.04	1,822.44	37.33	
Antonio Dos Santos 6496	JOURNEYMAN	LABORER	M	W	H	S				8			8	49.30		2,270.64	140.78	222.00	112.98	2.04	32.83	510.73	1,759.91	37.33	
Carlos Rebelo 7654	JOURNEYMAN	LABORER	M	W	H	S	8	8	8	8			32	49.30		2,487.50	152.89	345.00	96.62	2.22	35.78	632.61	1,834.89	37.33	
Christian De Pena Echevarria 7462	JOURNEYMAN	TRUCK DRIVER	M	W	H	S	8	8					16	37.62		939.16	58.23	12.00	13.83	4.82	13.82	102.50	635.66	43.28	
Eliomar M Silva 6188	JOURNEYMAN	LABORER	M	W	H	S	8	8	8	8	8		40	49.30		2,665.85	167.14	251.00	120.01	2.43	39.89	580.57	2,115.28	37.33	
Fausto S Cando Diaz 1875	APPRENTICE	LABORER	M	W	H	S	8	8	8	8	8		40	36.20		1,336.60	120.07	259.00	75.11	9.95	28.08	492.21	1,444.39	25.08	
Hugo Fernandes 1634	FOREMAN	LABORER	M	W	N	S	8	8	8	8	8		40	53.55		3,489.79	215.37	329.00	156.07	3.14	50.60	755.18	2,734.61	37.33	
Iban G Moreno Chamba 5874	JOURNEYMAN	TRUCK DRIVER	M	W	H	S				8	8	8	24	41.15		1,701.91	105.52	147.00	39.84	8.76	24.88	325.80	1,376.11	39.75	
Nestor Fabian Ordonez 4431	FOREMAN	LABORER	M	W	H	S				8			8	53.55		727.04	45.08	25.00	12.14	3.74	10.54	96.50	630.54	37.33	
						S																			
						O																			

KEY W= White; B= Black or African American;
A= Asian; N= American Indian or Native Alaskan;
I= Native Hawaiian or Pacific Islander; M= 2 or More

See following page for instructions
☐ Check if additional sheets attached
MW-582 (6/23)

(1) That I pay or supervise the payment of the persons employed by
JUAN ALVARADO
(Contractor or Subcontractor)

that during the payroll period beginning on (date) 10/21/24, and ending on (date) 10/27/24, all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of the aforementioned Contractor or Subcontractor from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in the New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq. and Regulation N.J.A.C. 12:50 et seq. and the Payment of Wages Law, N.J.S.A. 34:11-4.1 et seq.

(3) That any apprentices employed in the above period are duly registered with the United States Department of Labor, Bureau of Apprenticeship and Training and enrolled in a certified apprenticeship program.

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above-referenced payroll, payments of fringe benefits have been or will be made when due to appropriate programs for the benefit of such employ-ees, as noted in Section 4(c) at right.

☐ Each laborer or mechanic listed in the above-referenced payroll has been paid as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) at right.

☒ By checking this box and typing my name below, I am electronically signing this application. I understand that an electronic signature has the same legal effect as a written signature.

14a OWNER

Date Fr: 10/28/24

THE FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION.
- N.J.S.A. 34:11-56.25 D.S.E.O. AND N.J.A.C. 12:50 ET SEQ. AND N.J.S.A. 34:11-4.1 ET SEQ.

To calculate the cost per hour, divide 2,000 hours into the benefit cost per year per employee.

[illegible]

IMPORTANT: For purposes of law, you must *also* submit this form to the appropriate public body or lessor, either via the NJ Wage Hub or other methods.

Project Name
ALLENDALE STREETSCAPE PH V&VI
Contract I.D. or Project I.D.

Project Location

ALLENDALE STREETSCAPE PROJECT - PHASES V & VI (Allendale) Contractor Registration #

[illegible]

KEY W= White; B= Black or African American;
A= Asian; N= American Indian or Native Alaskan;
I = Native Hawaiian or Pacific Islander; M= 2 or More

See following page for instructions
☐ Check if additional sheets attached
 MW-562 (6/23)

(1) That I pay or supervise the payment of the persons employed by
JUAN ALVARADO
(Contractor or Subcontractor)

that during the payroll period beginning on (date) 10/28/24, and ending on (date) 11/03/24, all persons employed on said project have been paid the full weekly wages earned, that no rebates have been or will be made either directly or indirectly to or on behalf of the aforementioned Contractor or Subcontractor from the full weekly wages earned by any person and that no deductions have been made either directly or indirectly from the full wages earned by any person, other than permissible deductions as defined in the New Jersey Prevailing Wage Act, N.J.S.A. 34:11-56.25 et seq. and Regulation N.J.A.C. 12:50 et seq. and the Payment of Wages Law, N.J.S.A. 34:11-4.1 et seq.

(3) That any apprentices employed in the above period are duly registered with the United States Department of Labor, Bureau of Apprenticeship and Training and enrolled in a certified apprenticeship program.

☒ In addition to the basic hourly wage rates paid to each laborer or mechanic listed in the above-referenced payroll, payments of fringe benefits have been or will be made when due to appropriate programs for the benefit of such employ-ees, as noted in Section 4(c) at right.

☐ Each laborer or mechanic listed in the above-referenced payroll has been paid as indicated on the payroll, an amount not less than the sum of the applicable basic hourly wage rate plus the amount of the required fringe benefits as listed in the contract, except as noted in Section 4(c) at right.

☒ By checking this box and typing my name below, I am electronically signing this application. I understand that an electronic signature has the same legal effect as a written signature.

the OWNER

11/08/24

THE FALSIFICATION OF ANY OF THE ABOVE STATEMENTS MAY SUBJECT THE CONTRACTOR OR SUBCONTRACTOR TO CIVIL OR CRIMINAL PROSECUTION.
- N.J.S.A. 34:11-56.25 P.L. 1980 AND N.J.A.C. 12:80 ET SEQ. AND N.J.S.A. 34:11-4.1 ET SEQ.

4(c) Benefit Program Information in AMOUNT CONTRIBUTED PER HOUR (Must be completed if 4(a) is checked)
To calculate the cost per hour, divide 2,000 hours into the benefit cost per year per employee.

[illegible]