



BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
REGULAR MEETING
AGENDA & MATERIALS
THURSDAY,
FEBRUARY 5, 2026
7:00 P.M.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
COMBINED WORK AND REGULAR SESSION
FEBRUARY 5, 2026 AT 7:00 P.M.

[MEETING LINK: JOIN LIVE](#)

Meeting ID: 270 364 207 997 5

Passcode: Jj2rs6oN

**This agenda was prepared as of 02/02/2026 with all available information as of this date. Additional items may be added to this agenda. Final action may be taken on all matters listed or added to this agenda.

A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on February 5, 2026, beginning at 7:00 pm in the Mayor & Council Chambers at the Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey 07401.

CALL TO ORDER:

OPEN PUBLIC MEETINGS ACT ANNOUNCEMENT:

ROLL CALL:

SALUTE TO FLAG:

APPROVAL OF MINUTES: January 15, 2026

AGENDA REVIEW:

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

PUBLIC HEARING AND SECOND READING OF ORDINANCE(S):

ORDINANCE 26-01: AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, "OFFICERS AND EMPLOYEES", TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2026.

INTRODUCTION OF ORDINANCE(S):

ORDINANCE 26-02: AN ORDINANCE OF THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, REQUIRING LEAD-BASED PAINT INSPECTIONS OF CERTAIN RENTAL DWELLING UNITS AND ESTABLISHING PROCEDURES, EXCEPTIONS, FEES, AND PENALTIES IN ACCORDANCE WITH STATE LAW.

ORDINANCE 26-03: AN ORDINANCE AMENDING CHAPTER 120, "FEES," ARTICLE I, "PUBLIC RECORDS AND FEES," SECTION 7 OF THE CODE OF THE BOROUGH OF ALLENDALE.

ORDINANCE 26-04: TBD.

ORDINANCE 26-05: TBD.

CONSENT AGENDA:

Matters listed below are considered routine and will be enacted by one motion of the Council and one roll call vote. There will be no separate discussion of these items unless a Council member requests an item be removed for consideration.

RES 26-90:	Authorize to solicit to bid – Crestwood Lake Concession Stand.
RES 26-91:	Re-appointment of Tax Collector.
RES 26-92:	Authorizing the approval of a quotation for the installation of an Audiovisual system at the Allendale Community Center through SHI International Corp.
RES 26-93:	Appointment of Hourly Part-time Building Monitor.
RES 26-94:	Authorizing Emergency Temporary Budget Appropriations.
RES 26-95:	Approval of February 5, 2026 List of Bills.

ADMINISTRATION:

- A. Council Report
- B. Staff Reports
- C. Mayor’s Report

UNFINISHED BUSINESS/NEW BUSINESS:

PUBLIC COMMENTS ON ANY MATTER:

Those wishing to speak will have a three (3) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

ADJOURNMENT:

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

ORDINANCE # 26-01

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, "OFFICERS AND EMPLOYEES", TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2026.

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salaries of the following officers and employees of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below, effective January 1, 2026.

TITLE	MINIMUM	MAXIMUM
Borough Administrator	20,000	87,000
Chief Financial Officer	65,000	172,000
Qualified Purchasing Agent	3,000	6,000
Municipal Clerk	60,000	95,000
Deputy Municipal Clerk	48,000	68,000
Department of Public Works Superintendent	110,000	123,000
Tax Collector	63,000	80,000
Tax Assessor, Part-time	30,000	57,000
Director of Communications	5,000	10,000
Board of Health Secretary	2,500	4,000
Certified Recycling Professional	1,500	3,000
Construction Code Official	25,000	98,000
CCO Inspector	4,000	8,000
Electrical Sub Code Official, Part-time	12,000	28,000
Building Sub Code Official	13,000	17,500
Plumbing Sub Code Official, Part-time	12,000	31,000
Zoning Official	13,000	17,500
Property Maintenance Official	38,000	49,000
Fire Sub Code Official, Part-time	10,000	20,000
Fire Prevention Official, Part-time	3,800	21,000
Fire Inspectors, Hourly	14.00	22.00
Lead Paint Inspector	500	1,000
Bookkeeper	50,000	65,000
Administrative Assistant	35,000	55,000
Administrative Assistant, Part-time/hourly	16.00	23.00

Land Use Administrative Assistant	58,000	65,000
Summer Interns, Hourly	14.00	17.00
Crestwood Lake Staff – Seasonal	500	20,000
Crestwood Lake Employees – Seasonal, Hourly	12.70	19.00
Building Monitor, Hourly	15.00	17.00
Chief of Police	170,000	200,000
Police Patrolman	43,000	163,500
Sergeant	152,000	171,000
Lieutenant	156,000	176,000
Detective Lieutenant	165,000	176,000
Patrolman Detective Stipend	1,500	2,100
Municipal Magistrate	10,000	18,000
Municipal Prosecutor	4,000	8,000
Radio Police Dispatcher, Full-time	35,000	45,000
Radio Police Dispatcher, Part-time-hourly	22.00	23.00
Crossing Guards, P/T Hourly	14.00	30.00
Emergency Management Official	2,500	4,500
Laborer, DPW	40,000	90,000
Standby, DPW, Per Week	425	450
Crew Chief, DPW	7,500	12,000
Laborer, DPW, Part-time/hourly	16.00	21.00

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

I hereby certify the above to be a true copy of an Ordinance Adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

Amy Wilczynski
Mayor

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

ORDINANCE # 26-02

AN ORDINANCE OF THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, REQUIRING LEAD-BASED PAINT INSPECTIONS OF CERTAIN RENTAL DWELLING UNITS AND ESTABLISHING PROCEDURES, EXCEPTIONS, FEES, AND PENALTIES IN ACCORDANCE WITH STATE LAW

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, in the County of Bergen, State of New Jersey, as follows:

SECTION 1. Purpose and Authority.

This Ordinance is adopted pursuant to P.L. 2021, c. 182 and N.J.S.A. 52:27D-437.1 et seq., to protect public health by requiring inspections of certain rental dwelling units for lead-based paint hazards.

SECTION 2. Required Initial Inspection.

The owner, landlord, and/or agent of every single-family, two-family, and/or multiple dwelling unit offered for rental within the Borough of Allendale shall be required to obtain an inspection of the unit for lead-based paint hazards within two (2) years of July 2, 2022, or upon tenant turnover, whichever is earlier.

SECTION 3. Required Recurring Inspection.

After the initial inspection required herein, the owner, landlord, and/or agent of such dwelling unit offered for rental shall be required to obtain an inspection of the unit for lead-based paint hazards every three (3) years, or upon tenant turnover, whichever is earlier, except that an inspection upon tenant turnover shall not be required if the owner possesses a valid lead-safe certification.

SECTION 4. Standards.

Inspections for lead-based paint hazards in rental dwelling units shall be governed by the standards set forth in N.J.S.A. 52:27D-437.1 et seq. and N.J.S.A. 55:13A-1 et seq., as may be amended from time to time.

SECTION 5. Exceptions.

A dwelling unit shall not be subject to inspection or evaluation for the presence of lead-based paint hazards, or the fees for such inspection or evaluation, if the unit:

- A. Has been certified to be free of lead-based paint;
- B. Was constructed during or after 1978;
- C. Is in a multiple dwelling registered with the Department of Community Affairs for at least ten (10) years and has no outstanding lead violations from the most recent cyclical inspection;
- D. Is a single-family or two-family seasonal rental rented for less than six (6) months per year by tenants without consecutive lease renewals; or
- E. Has a valid lead-safe certification issued pursuant to N.J.S.A. 52:27D-437.16(d).

SECTION 6. Remediation.

If lead-based paint hazards are identified, the owner of the dwelling unit shall remediate the hazards through abatement or lead-based paint hazard control mechanisms in accordance with N.J.S.A. 52:27D-437.16(d). Upon completion of remediation, an additional inspection shall be conducted by a municipal official or other individual appointed by the Borough, or by the owner's private certified lead inspector, to certify that the hazard no longer exists.

SECTION 7. Certification as Lead Safe.

If no lead-based paint hazards are identified, the dwelling unit shall be certified as lead safe on a form prescribed by the Department of Community Affairs. Such certification shall be valid for two (2) years and shall be filed with the Borough official or appointed designee responsible for maintaining records related to this Ordinance. The Borough shall maintain up-to-date information on inspection schedules, inspection results, tenant turnover, and all lead-safe and lead-free certifications.

SECTION 8. Proof of Certification Required.

In accordance with N.J.S.A. 52:27D-437.16(e), property owners shall:

- A. Provide evidence of a valid lead-safe certification and the most recent tenant turnover to the Borough at the time of any required inspection;
- B. Provide evidence of a valid lead-safe certification to new tenants at the time of tenant turnover and affix a copy of such certification as an exhibit to the tenant's lease; and
- C. Maintain records of lead-safe certifications, including the names of tenants if the inspection was conducted during a period of tenancy.

SECTION 9. Fees.

- A. A fee in the amount established by resolution of the Mayor and Council shall be paid for each lead-based paint inspection per unit, except where the owner directly hires a private lead evaluation contractor certified by the Department of Community Affairs.
- B. A filing fee, as established by resolution, shall be required for the filing of a lead-safe or lead-free certification.
- C. In a common interest community, any inspection fee shall be the responsibility of the unit owner unless the association is the owner of the unit.

SECTION 10. Violations and Penalties.

Any person who violates the provisions of this Ordinance shall be subject to the penalties set forth in N.J.S.A. 52:27D-437.19. Property owners shall be afforded thirty (30) days to cure a violation. Failure to cure may result in penalties not to exceed \$1,000 per week until compliance is achieved.

SECTION 11. Severability.

If any section, subsection, paragraph, sentence, clause, or phrase of this Ordinance is held to be invalid or unconstitutional, such decision shall not affect the remaining portions of this Ordinance.

SECTION 12. Effective Date.

This Ordinance shall take effect upon final passage and publication according to law.

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

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

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

ORDINANCE #26-03

AN ORDINANCE AMENDING CHAPTER 120, "FEES," ARTICLE I, "PUBLIC RECORDS AND FEES," SECTION 7 OF THE CODE OF THE BOROUGH OF ALLENDALE

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that the code of the Borough of Allendale is hereby amended as follows to add/modify the following sections only:

§ 120-7 "Procedures and Fees for Purchasing Copies of Public Records"

- (G). Camera footage: When body-worn camera/police vehicle camera footage is requested from the Borough of Allendale Police Department, the footage requires review for possible redaction.
- (1) For every one hour of camera footage requested, it is determined that three hours were required to review the footage for redaction purposes.
 - (2) Requests of camera footage will be charged a fee of \$30 per hour of review for redaction purposes.
 - (3) Camera footage review fees shall be billable in 15-minute increments or part thereof.
 - (4) Requests of body-worn/vehicle camera footage with run-times of 30 minutes or less shall be provided free of charge; the fee for redaction shall begin in the second half hour run-time. Requests which include more than one video shall be calculated in the aggregate and the fee for redaction shall begin in the second hour, and calculation shall be performed from the lowest runtime to the highest.
 - (5) Prior to reviewing and production of recorded camera footage, the requester shall be provided with the cost for production of the footage. In order for the review and production to proceed, the requester shall provide the Borough Police with a deposit in the amount of 50% of the cost.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 120 remain in full force and effect as previously adopted.

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

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 02/05/2026

RESOLUTION# 26-90

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

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**AUTHORIZATION TO SOLICIT PROPOSALS FOR
2026 CRESTWOOD LAKE CONCESSION**

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby authorizes the Municipal Clerk to advertise and receive proposals for “2026 Crestwood Lake Concession”; and

BE IT FURTHER RESOLVED that the final proposal specifications be subject to form approval by the Borough Attorney.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 02/05/2026

RESOLUTION# 26-91

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

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

**RESOLUTION APPOINTING GINA WITTMACK AS TAX COLLECTOR
FOR A TERM COMMENCING JANUARY 1, 2026**

WHEREAS, Gina Wittmaack has duly and satisfactorily served as Tax Collector of the Borough of Allendale for the term beginning January 1, 2022 and ending December 31, 2025; and

WHEREAS, Gina Wittmaack possesses all qualifications, certifications, and experience required under Title 54 of the New Jersey Statutes to serve as Tax Collector; and

WHEREAS, pursuant to N.J.S.A. 54:9-1 et seq., the Tax Collector is appointed to a four-year statutory term; and

WHEREAS, the Governing Body desires to reappoint Gina Wittmaack to the position of Tax Collector for a new four-year term, which appointment is not made for the purpose of filling a vacancy;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Gina Wittmaack is hereby appointed as Tax Collector of the Borough of Allendale for a four-year term commencing January 1, 2026 and expiring December 31, 2029; and

BE IT FURTHER RESOLVED that the Municipal Clerk, Chief Financial Officer, and Borough Attorney are hereby authorized to take all actions necessary to effectuate this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 02/05/2026

RESOLUTION# 26-93

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

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

APPOINTMENT OF HOURLY PART-TIME BUILDING MONITOR

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Robert Bergin be appointed as a hourly part-time building monitor, effective February 3, 2026, at a rate of \$16.00 per hour.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 02/05/2026

RESOLUTION# 26-94

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

- Carried
- Defeated
- Tabled
- Approved on
Consent Agenda

AUTHORIZING EMERGENCY TEMPORARY BUDGET APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2026 Temporary Budget, and N.J.S.A. 40A: 4-20 provides for the creation of emergency temporary appropriations for said purpose; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that in accordance with the provisions of N.J.S.A. 40A: 4-20;

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund	
Sewer – OE	2,000
Community Center – SW	6,000
Insurance - OE	10,000
Group Insurance – OE	50,000
Snow Removal – OE	40,000
N W Bergen Sewer Authority – OE	5,000
Total Current Fund Appropriations	\$426,000

2. That said emergency temporary appropriation will be provided in the 2026 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk

RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

DATE: 02/05/2026

RESOLUTION# 26-95

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

- Carried
- Defeated
- Tabled
- Approved on Consent Agenda

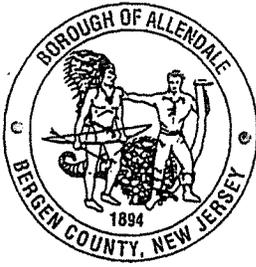
APPROVAL OF FEBRUARY 5, 2026 LIST OF BILLS

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 February 5, 2026 in the amounts of:

Bill List Numbers	February 5, 2026
Current Fund	\$ 3,515,995.32
Payroll Account	206,061.01
General Capital	5,882.07
Animal Fund	
Grant Fund	90.12
COAH/Housing Trust	12,477.60
Improvement & Beautification	
Unemployment Fund	500.00
Trust Fund	12,406.09
Water Operating	
Water Capital	
<hr/>	
Total	\$ 3,753,412.21

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 5, 2026.

Linda Louise Cervino, RMC
Municipal Clerk



THE BOROUGH OF ALLENDALE

N E W J E R S E Y

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401

WWW.ALLENDALENJ.GOV

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

201-818-4400 EXT 205

I, Alison Altano, Chief Financial Officer of the Borough of Allendale, having reviewed the bill list for the Borough, do hereby certify that funds are available in the accounts so designated.

Certified 2/2/26

Alison Altano

Alison Altano
Chief Financial Officer