

**Mayor and Council of the Borough of Allendale
Combined Work and Regular Session Meeting Minutes
November 9, 2023 – 7:30 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 November 9, 2023. The meeting was called to order at 7:30 pm by Mayor Wilczynski who welcomed everyone who is joining the meeting in the audience and on Zoom Webinar.

Mayor Wilczynski asked that 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 October 25, 2023, 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.”

ROLL CALL:

PRESENT: Councilmembers, Liz Homan, Susanne Lovisolo, Ed O’Connell, Matthew O’Toole, Tyler Yaccarino, Joseph Daloisio and Mayor Amy Wilczynski

ABSENT: None

ALSO PRESENT: Raymond Wiss, Borough Attorney
Linda Louise Cervino, Municipal Clerk

FLAG SALUTE: Mayor Wilczynski led the salute to the flag

APPROVAL OF MINUTES:

Motion by Councilwoman Lovisolo, second by Councilman Yaccarino that the October 26, 2023, Combined Work and Regular Session minutes be and is hereby approved.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman O’Toole:	aye
Councilwoman Lovisolo:	aye	Councilman Yaccarino:	aye
Councilman O’Connell:	aye	Councilman Daloisio:	aye

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AGENDA REVIEW

Mayor Wilczynski reviewed the agenda and spoke about the introduction of two ordinances. Ordinance 23-17 and Ordinance 23-18. These are both cleaning up some of our ordinances and cleaning up the names to make everything consistent. They're more of a housekeeping type of ordinance.

Mayor Wilczynski reviewed the Consent Agenda, which are Resolutions 23-238 through 23-243 on the Consent Agenda, which are routine matters enacted by one motion. Comments were made on the following Resolutions:

RES 23-240: A RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE THROUGH THE ALLENDALE POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE ALLENDALE POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT. Chief Michael Dillon commented on behalf of Resolution 23-240. He stated that the Federal Government allows local law enforcement agencies to acquire various items such as unused or gently used office furniture, electronic equipment, generator, non-military vehicles, tools, medical equipment, etcetera.

RES 23-241: A RESOLUTION APPROVING EXECUTION OF A MEMORANDUM OF UNDERSTANDING WITH THE PBA. Mayor Wilczynski stated as to this resolution some miscommunication in the PBA contract.

RES 23-242: BILL LIST OF NOVEMBER 9, 2023. Mayor Wilczynski confirmed that her and Councilwoman Lovisolo went through the Bill List.

PUBLIC COMMENTS ON AGENDA ITEMS ONLY

No one came forward from the public to comment on agenda items.

INTRODUCTION OF ORDINANCES

Motion by Councilman O'Toole that the following ordinance be introduced and passed on first reading and setting December 7, 2023, at 7:30 p.m. or as soon thereafter as the matter can be heard as the date and time, and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilman Yaccarino.

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The Municipal Clerk read the title of the ordinance into the record:

- **ORDINANCE 23-17:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, OFFICERS AND EMPLOYEES, CHAPTER 53.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman O'Toole:	aye
Councilwoman Lovisolo:	aye	Councilman Yaccarino:	aye
Councilman O'Connell:	aye	Councilman Daloisio:	aye

(See Ordinance 23-17 attached and made a part hereof)

Motion by Councilman O'Toole that the following ordinance be introduced and passed on first reading and setting December 7, 2023, at 7:30 p.m. or as soon thereafter as the matter can be heard as the date and time, and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinance. Second by Councilman Yaccarino.

The Municipal Clerk read the title of the ordinance into the record:

- **ORDINANCE 23-18:** AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, OFFICERS AND EMPLOYEES, CHAPTER 53.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman O'Toole:	aye
Councilwoman Lovisolo:	aye	Councilman Yaccarino:	aye
Councilman O'Connell:	aye	Councilman Daloisio:	aye

(See Ordinance 23-18 attached and made a part hereof)

CONSENT AGENDA:

Motion by Councilwoman Homan, second by Councilwoman Lovisolo that the Consent Agenda be and is hereby approved.

On a roll call, the vote was recorded as follows:

Councilwoman Homan:	aye	Councilman O'Toole:	aye
Councilwoman Lovisolo:	aye	Councilman Yaccarino:	aye/abstain on 23-242
Councilman O'Connell:	aye	Councilman Daloisio:	aye

For the record, Councilman Yaccarino abstained on Resolution 23-242 and aye to the remaining.

(See Resolutions 23-238 through 23-243 attached and made a part hereof)

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ADMINISTRATION:

Council Committee Reports:

Councilman Ed O’Connell, Department of Public Works, thanked the Mayor and the Republican Club for doing everything they could for the election. He also thanked his running mate, Joseph Daloisio. I’d like to thank everybody that came out and supported us.

As far as DPW, you saw the report from Mr. Kistner. DPW will be able to do some transfers later this month to fill in the gaps in other areas and we are going to have our recycling center open. The last day will be the last Sunday in December to get everything in.

Councilman Joseph Daloisio, Land Use Board, seconded Councilman O’Connell’s comments. This was my first time running for a public election and it’s a very humbling experience. This past year being appointed to fill the seat has been an honor and I want to thank the people of Allendale who voted for Ed and myself and entrusting us. I’m going to give everything I have to continue to help this community be the best and wonderful place that it is. I really do care about this community. I want to thank everybody for supporting me. Mayor Wilczynski thanked Councilman Daloisio and stated he’s already done so much in the short time he’s been here.

The Land Use Committee met this morning. We had a relatively short meeting. It was a very short agenda. One item that I want to mention to the public is the Holiday Observers and Vico Sanchez, who is one of our Holiday Observer members, are going to start some very needed repairs on the grandstand facility. For years the Holiday Observers used the grandstand to store materials. There’s been a lot of leaks and water issues with the grandstand so with money raised with the Holiday Observers, we’re going to do some voluntary repairs starting tomorrow. We’re going to redo the seats and some of the items on the sides to enhance the structure.

One of the items we discussed this morning was a new ordinance to our code to allow for and put language in place for people who are acquiring handicap ramps on their homes for loved ones or relatives. I should have something for the next meeting. We did start the project at Crescent Place that was mentioned in our last meeting. Half the project was completed. The road work with the asphalt paving looks very nice. I’m glad they got that done quickly before the asphalt plants shut. There’s a little bit more grading work that still needs to be done to enhance the drainage. That should be scheduled within the next couple of weeks to get that complete.

Our borough engineer, Mike Vreeland, is also reviewing some of our language in our variance package to try to make things a little bit easier for our residents who are coming for very minor tweaks to their homes so he’s looking at that.

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Councilwoman Lovisolo, Finance, Human Resources and Administration/Council Liaison to Library Board, congratulated Councilmen Daloisio and O’Connell on their victory. It’s great to serve with you. You’re very hardworking and, Joe, I really appreciate being your second on Land Use. I want to also congratulate our Director of Operations, Ron Kistner, as the new mayor of Hasbrouck Heights.

We’ve been really busy with HR and Admin. I do try and at least report out once a month on what’s going on with our library. I am on the board along with the mayor. So, I’m just going to give a very quick update from our library director, Nancy Clauss. In November, the library is celebrating Dinovember in the children’s area. Activities include a dinorama craft on the 14th. A dinosaur dig activity on November 20th. A dino extravaganza story time on the 21st. A DYI, dino egg program on November 27th. In addition to regular story times and read to a therapy dog program, they have a very special Diwali celebration planned for November 13th. In our adult and family programs, there is a brush painting program on November 14th. An author, talk and book signing, featuring, Dr. Jolene Arasz, a local psychologist. Dr. Jolene will be discussing her book “Why on Earth do I feel this Way”. Our adult take-and-make craft this month features a recipe and materials to make breadsticks to serve or to give as a gift for Thanksgiving. As always, a complete list of all the programs is on the library website.

Councilpresident Homan, Water, Sewer and Public Utilities congratulated Councilman Ed O’Connell and Councilman Joseph Daloisio. Councilman Daloisio worked alongside Mayor Wilczynski on 210 West Crescent and has been an unbelievable partner. Thank you so much. It’s appreciated by not only us on the council, but the Borough of Allendale.

As far as water and sewer, I continue to be pleased with the work that Veolia is doing in Allendale. Temporary treatment vessels were delivered on November 1st to the West Crescent well. You’ll see they’re building a little shed-type area to begin to have that temporary treatment put in place. They hope that it will actually be in place by the end of this year. It’s great news for every resident. PFAS is something that we definitely have been very concerned about and this is a great step forward. They are working towards getting the approvals for the permanent facility which will eventually be down somewhere around in the New Street area.

Additionally, there’s legislation that’s out there that people may or may not be aware of called the Lead and Copper rule. The lead and copper rule requires that a water system be able to identify all of the makeup of the service lines to every home. When we owned the system, that was a very daunting task. Ron Kistner and the rest of the Allendale team has coordinated with PSE&G and while those roads are being dug up for PSE&G to replace the miles of gas piping, which is also an advantage to Allendale residents, they did the test pits which need to be done to look at what the makeup is of that service line. And if there is a galvanized or lead line found, Veolia will have that actually changed out. They’ve done 300 in combination with what PSE&G has been doing. There still will probably be another 1,000 residents that need to have a test pit done.

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Thank you for being patient with the coordination of that. It's a program that's in place to protect residents not only here in Allendale, but throughout the state of New Jersey.

As far as sewers, we're still working on some details with contracts with both Saddle River. We have a meeting tomorrow morning with Ramsey.

Councilman O'Toole, Public Safety, congratulated Councilman O'Connell, Councilman Daloisio and Ron Kistner on their victory. On Tuesday, the Public Safety committee met. We discussed our plans to keep everyone safe during the upcoming holiday walk, which is going to be December 2nd (**correction, December 1st**). We had a minor issue with the new speed sign on Macintyre. It has to do with the solar panels, which is being addressed. Various roadway striping will be completed next week including Franklin Turnpike and Chestnut Street. Fire and Police Departments are preparing next year's budget to present to the Finance Committee. On the Consent Agenda was the resolution for a grant for the fire department to apply for the grant to purchase a special washer and dryer for their turnout gear which is about \$35,000. Yesterday, Chief Dillon and I participated in a meeting with a company that makes flood abatement equipment to see if any of their products can help with some of the flooding issues that we've seen in town.

Councilman Yaccarino, Facilities, Parks and Recreation, congratulated Councilman O'Connell and Councilman Daloisio. It's a pleasure to serve with both of you. Congratulations to Ron Kistner as well. This week we started with an ASA meeting in the conference room. We discussed a number of things with regard to field maintenance. The weather events that we've been having and the lasting effects that have been left from the fields. We're also going to be following up with Ron with regard to winter preparations whether we will be using any turf blankets considering the condition of such.

As Ron is retiring, we're also going to be scheduling a special ASA meeting in January to meet with the new director of operations, whoever that may be. This way, going into the spring season we're off to a strong start and everybody is on the same page with regard to fields. Wednesday morning, we had a facilities committee with myself, Councilman Daloisio and Mayor Wilczynski. We discussed a number of our open projects as well as different policies that we may be looking to put in place for different room uses within borough hall.

With regard to some of our open projects, I did follow up with the contractor with regards to the concession stand. We are on target to have more news regarding that in December once the contract is officially awarded once the funds are able to be encumbered. Finally, with regard to the kitchen and the flooring, there's been progress that's been continually been made, but I'm following up with the third contractor with regards to finalizing the quote for that. I did speak with another flooring vendor today so that we are on track to finish that up very soon.

Staff Reports:

Linda Louise Cervino, Municipal Clerk, stated that Election Day went well. Thank you to the board workers, John Gil, Amanda Richards, Kim Olivieri and the Allendale Police Department. I also want to thank the Super Board workers, Joseph Brennan, Ali Zambrotta and Bruce Davis. They were amazing and I asked if they would come back for the Primary because I'd love to have them. The next mayor and council meeting is December 7th. I would like to congratulate Ed, Joe and Ron.

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Mike Dillon, Police Chief, stated he's working with area police departments on some shared service possibilities. Working a few enforcement initiatives around town. Collaborating with the Allendale School District on school safety and security. I'd like to recognize school Superintendent Doctor Barcadepone in ensuring the safety of one of our most vulnerable populations, our children.

Ray Wiss, Borough Attorney, congratulated Councilman O'Connell, Councilman Daloisio and Ron Kistner.

Mr. Wiss stated that that he's been working on the following:

- Working over the last two weeks on some personnel matters. Our new administrative officer is certainly very diligent.
- Chief and I have had a couple personnel issues to deal with as well.
- Most of the time it's been on the matters that Councilman Homan is referring to. We've spent an hour today on the phone with Veolia and their attorneys. Mostly focused, again, on easements and encroachments. Little by little we're getting those in place. We are hopeful that we will have the appraisal of the easements done a week from Monday. We were given a 30-day estimate. Once we have that, then we can proceed with green acres. I think we will get most of the other pieces in place by the end of the year and the lingering one is going to be green acres. Then we'll require some further discussion with the governing body in terms of how to ultimately address the green acres issue. As Councilman Homan said, tomorrow morning we're meeting with Saddle River on their sewer agreement. We've spent a little bit of time going back and forth with Saddle River. They have a developer leading to the need to hook up to our sewers as part of their fair share housing obligation.

John Gil, Director of Communications was not present.

Mayor's Report:

Mayor Wilczynski stated that there's been a lot of activity going on with all of the departments. We are changing the organizational design of the borough. We're changing positions around a little bit. Trying to get things up and automated as possible. We are now accepting credit cards for our dog licensing. We're also looking to clean up a lot of our files. There's a lot of filing cabinets in there. We're going to streamline all that to make the office a nice place for our employees to work as well as residents to visit.

210 West Crescent, our Community Center had a lot of activity. I look forward to seeing that built. I will be posting on Facebook. I have a feeling it's going to be done quickly.

Thank you to all the residents for all of the traffic detours. We know it's challenging, but as Councilwoman Homan mentioned, all these upgrades are very important. We really appreciate the patience from the residents and also the due diligence of our police department. It is not easy because things change constantly. They get told one thing and then something else happens. They've been on top of it and have been doing a great job. Very few complaints.

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I would like to thank the staff for all the work they did on Election Day and on the Food Drive. Mayor Wilczynski stated there's a correction on Councilman O'Toole's comment above regarding the holiday walk. It is Friday, December 1st and not December 2nd. I did want to mention that Veterans Day is November 11th. This day honors all of our military veterans. It's always on the 11th hour on the 11th day in the 11th month. They merged with Ramsey, so they will be having the ceremony there.

Congratulations to our two councilman who will be serving for another three years. Thank you very much. Congratulations to our Director of Operations who is now going to be the new mayor of Hasbrouck Heights.

UNFINISHED BUSINESS: None.

NEW BUSINESS: None.

PUBLIC COMMENT ON ANY MATTER: Mayor Wilczynski opened the floor to the public on any matter and asked them to come up and state their name and address for the record. She reminded them there is a three-minute time limit.

Joe Del Buono, 62 Chestnut Street, Allendale, thanked the governing body for the striping and the issue being taken care of. You are the people that we have to go to because you get things done. Same thing with the foliage that was cut on Chestnut Street and also on Crescent, which will help people navigate the street.

I need one or more people on the counsel to be an advocate for Chestnut Street rather than an adversary. The traffic island that I brought up for safety, Allendale already has a traffic island where the clock is in the center of town. That island is there not just for decoration, but that island is there because it's going to route the traffic around the center of town and make it safe. That's what we need at Chestnut Street. The opening between Chestnut Street and Franklin Turnpike is 2 ½ times the width of the entrance to Orchard Street going east on Orchard Street before the police department. The reason I bring that up is because the excuse that was used on why there isn't an island is because of the snow plow. Just recently the Waldwick Department DPW had their orange or yellow leaf plow that had them go up Chestnut Street then turn right and go down through Franklin Turnpike, south towards Waldwick. So that plow is a perfect example of size. So, a snow plow is not the excuse that should be used for not having an island at Chestnut Street and Franklin Turnpike. I took a picture of an example of an island that exists in another town.

Councilpresident Homan asked what was the example of the truck? Mr. Del Buono said the truck is a DPW truck. Councilpresident Homan said we don't have an island now though. So, he didn't have to obstruct an island. Mr. Del Buono said the space was wide enough. Councilpresident Homan stated again, that's because we don't have an island. Mr. Del Buono said there's a form of a triangle of striping that's at Chestnut Street and Franklin Turnpike. It's orange. It's the only striping that's on that south of Franklin Turnpike. That truck was able to go to the right and not come anywhere near the striping that exists there. Maybe you have to take a trip down there and see what I'm talking about.

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I found an island that I'd like to share the picture with if anyone is willing to take a look at it that it doesn't even have to be this large. Here is an island that is in this area of Ridgewood by the duck pond and it's a perfect example of what's needed and it's not a major expense. We're not talking about hundreds of thousands of dollars. It's just cement. Instead of having dirt there, you can have stones so that people going from one part of Franklin Turnpike to the other part of Franklin Turnpike crossing Chestnut Street can stop. But at the same time, you're protecting (sic) about the traffic. The traffic that turns going north on Franklin Turnpike and turns left on Chestnut Street, they are actually on the other side, the exit side, of Chestnut Street.

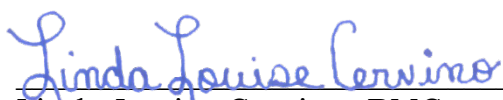
Mayor Wilczynski said the County Engineer, the Borough Engineer, the County Safety Inspector, they've all looked at that intersection. They've all examined it many, many times. You've come to us many, many times regarding the same thing. It was decided by the experts that there will not be an island. It's not just because of the snow plowing issue. It's not necessary for safety according to them. It's been looked at already. We're going to put stripes there. I have to rely on the experts. I appreciate that you want it to be safe there. Safety is always our utmost importance, but we have consulted with our experts and we're going to put a striped safety area. It's going to also have some reflective glass beads on it. Mr. Del Buono said he's very happy to hear that. He wished he was able to sit in on any kind of meetings that were going on so he can hear what the experts said about this street. Mr. Del Buono asked if we're going to have crosswalks across Franklin Turnpike. Mayor Wilczynski said if it's a county road, it's the county responsibility. Mr. Del Buono stated that if the experts are the ones that did this, they must have been the ones who had all of the traffic patterns done from Orchard Street north to Ramsey. All of the crosswalks and everything that was done, who did that because south of Orchard Street to Waldwick there are zero. That's why I'm here. I'm asking for someone on the council or the police department to find out who is responsible for putting us in a situation where we're talking about why is it that north of Orchard Street has 12 and south of Orchard Street has zero. That's all. Thank you very much. I appreciate your time and effort. I hope there's an advocate somewhere. Mayor Wilczynski thanked Mr. Del Buono.

No one else from the public came forward.

ADJOURNMENT:

There being no further business to come before the Mayor and Council, on a motion by Councilman Yaccarino, with second by Councilwoman Homan, and unanimously carried, the meeting was adjourned at 8:01 p.m.

Respectfully submitted,



Linda Louise Cervino, RMC
Municipal Clerk

12/7/2023

Date Approved

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

ORDINANCE #23-17

**AN ORDINANCE TO AMEND, SUPPLEMENT AND
REVISE THE CODE OF THE BOROUGH OF ALLENDALE,
OFFICERS AND EMPLOYEES, CHAPTER 53**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Article XII of Chapter 53 of the Code of the Borough of Allendale entitled “Municipal Clerk/Administrative Officer” be, and hereby is, amended, supplemented and revised in its entirety to read as follows:

Chapter 53. Officers and Employees

Article XII. Municipal Clerk

§ 53-48. Office established.

There is hereby established the office of Municipal Clerk for the Borough of Allendale.

§ 53-49. Appointment and term.

The Municipal Clerk shall be appointed for a term of three years in accordance with N.J.S.A. 40A:9-133.

§ 53-50. Powers and duties of Clerk.

The Municipal Clerk shall perform the duties and functions as set forth in N.J.S.A. 40A:9-133e.

§ 53-51. Compensation.

§ 53-52. (Reserved).

The compensation for the Municipal Clerk shall be as the Borough Council from time to time provides for in the Salary Ordinance and implementing resolutions.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 53 shall remain in full force and effect as previously adopted.

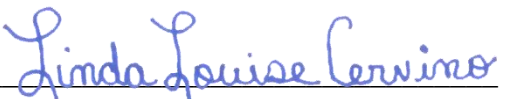
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Council	Motion	Second	Yes	No	Abstain	Absent
Homan			✓			
Lovisolo			✓			
O'Connell			✓			
O'Toole	✓		✓			
Yaccarino		✓	✓			
Daloisio			✓			
Mayor Wilczynski	-----	-----				

I hereby certify the above to be a true copy of an Ordinance introduced by the Governing Body of the Borough of Allendale on November 9, 2023.


 Linda Louise Cervino, RMC
 Municipal Clerk

**BOROUGH OF ALLENDALE
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ORDINANCE #23-18

**AN ORDINANCE TO AMEND, SUPPLEMENT AND
REVISE THE CODE OF THE BOROUGH OF ALLENDALE,
OFFICERS AND EMPLOYEES, CHAPTER 53**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 53 of the Code of the Borough of Allendale be, and hereby is, amended, supplemented and revised to add Article XV, entitled Borough Administrator, which Article XV shall read as follows:

CHAPTER 53. BOROUGH PERSONNEL

ARTICLE XV. Borough Administrator

§ 53-61. Creation of office.

Pursuant to the authority of N.J.S.A. 40A:9-136 and N.J.S.A. 40A:9-137, there is hereby created the office of Borough Administrator.

§ 53-62. Appointment; term of office; compensation.

The office of Borough Administrator shall be filled by nomination by the Mayor with the advice and consent of the Council. The term of the office of Borough Administrator shall be at the pleasure of the governing body of the Borough, at a salary to be fixed annually by the Salary Ordinance.

§ 53-63. General powers and responsibilities.

The Administrator shall, under the supervision and control of the Mayor and Council, to the extent not prohibited by law:

- A. Serve as the principal administrative officer representing the Mayor and Council.
- B. Attend all meetings of the Mayor and Council as required.
- C. Represent the Borough in its relation to the federal government, state, county and other municipalities, and assert the Borough's interest in contracts, franchises and other business transactions.

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- D. Keep the Mayor and Council informed of the financial condition of the Borough and make such reports thereon as required and annually prepare a comprehensive report on the condition of the Borough.
- E. Study the administrative and other operations of the Borough and make recommendations for plans and programs to meet the needs of the Borough.
- F. Receive and reply to inquiries concerning Borough business, and provide information and assistance in respect thereto.

§ 53-64. General administration.

The Administrator, to the extent not prohibited by law, shall:

- A. Supervise the business administration of all departments and offices, in consultation with respective committee chairmen.
- B. Maintain close liaison with department heads and advise the governing body of operations in progress.
- C. Establish and maintain sound personnel practices and maintain appropriate records of all employees.
- D. Maintain a continuing review of all department and office operations and their expenditures and report thereon to the governing body.
- E. Recommend the nature, location and extent of public improvements and coordinate the execution of same when authorized by the Mayor and Council.
- F. Implement the policy of the Mayor and Council with respect to the compiling and release of public information.
- G. Perform such other duties as may be assigned by the governing body.

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ORDINANCE #23-18

§ 53-65. Budgeting.

The Administrator shall:

- A. Receive from each department, office or board their annual requests for appropriations and prepare the tentative budget, transmitting same with recommendations and comments to the Mayor and Council.
- B. Consult with the Mayor and Council with respect to the tentative budget, recording changes, additions and deletions thereto, and submit the tentative budget in the form required by law, together with an analysis of the various items of expenditure and revenue and such explanatory comments as may be required.
- C. By the 15th of each month, provide the Mayor and Council with a year-to-date summary of expenditures versus appropriations.

§ 53-66. Financial and accounting responsibilities.

The Administrator, to the extent not prohibited by law, shall:

- A. Supervise the collection of monies due the Borough and provide for the custody and deposit of same and monthly reports on the cash balances of the accounts.
- B. Supervise the disbursement of all Borough funds and approve all vouchers and bills before submitting same to the Mayor and Council for final approval.
- C. Analyze the cash needs of the Borough and recommend to the Finance Commissioner the prudent investment of such funds as temporarily may be in excess of the amounts needed to meet Borough obligations.

§ 53-67. Outside employment.

The Administrator shall devote full time to the interests of the Borough and shall not hold any other employment, except that nothing herein shall prevent the Administrator from being appointed to another official position in the Borough.

§ 53-68. Repealer.

**BOROUGH OF ALLENDALE
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ORDINANCE #23-18

All ordinances of the Borough of Allendale heretofore adopted in conflict herewith be and the same hereby are repealed.

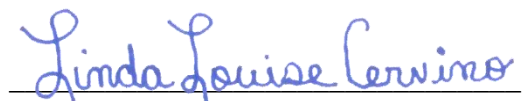
§ 53-69. When effective.

This article shall take effect after final passage and publication as required by law.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 53 shall remain in full force and effect as previously adopted.

Council	Motion	Second	Yes	No	Abstain	Absent
Homan			✓			
Lovisollo			✓			
O'Connell			✓			
O'Toole	✓		✓			
Yaccarino		✓	✓			
Daloisio			✓			
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 November 9, 2023.



Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 11/09/2023

RESOLUTION# 23-238

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

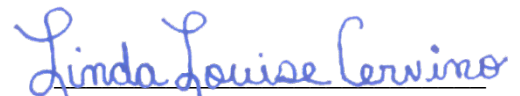
- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

TAX OVERPAYMENTS

BE IT RESOLVED by the Council of the Borough of Allendale that the Tax Collector is hereby authorized to issue the following checks on the properties listed below and charge same to Overpayment of 4th Quarter of 2023 Taxes:

Block/Lot/Qual	Name	Property Location	Amount
1702/28	Grey, Daniel J & Sommerville, Brianna	50 Dale Avenue	\$8,646.38

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 9, 2023.


 Linda Louise Cervino, RMC
 Municipal Clerk

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

DATE: 11/09/2023

RESOLUTION# 23-239

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

- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

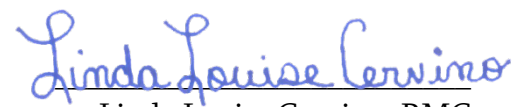
BUDGET TRANSFERS

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

NOW THEREFORE, BE IT RESOLVED, BY THE Mayor & Council of the Borough of Allendale that the following transfers be made between the following 2023 Budget Appropriations:

DEPARTMENT	ACCOUNT	FROM	TO
CURRENT FUND			
Salary and Wage Adjustment	3-01-30-411-012	40,554	
Administration S&W	3-01-20-100-011		5,000
Electrical Inspector S&W	3-01-22-196-012		5,200
Plumbing Subcode S&W	3-01-22-197-012		9,000
Fire Official S&W – Part Time	3-01-25-265-012		3,000
Fire Official S&W – Other Pay	3-01-25-265-013		2,000
Crestwood – S&W	3-01-28-371-012		16,354
Contingent	3-01-35-470-230	1,000	
Board of Health – O&E	3-01-27-330-029		1,000
Total Transfers		41,554	41,554

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 9, 2023.


Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 11/09/2023

RESOLUTION# 23-240

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

- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

A RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE THROUGH THE ALLENDALE POLICE DEPARTMENT TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT OFFICE, 1033 PROGRAM TO ENABLE THE ALLENDALE POLICE DEPARTMENT TO REQUEST AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT

WHEREAS, the United States Congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAS); and

WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAS to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approve, by a majority of the full membership, both enrollment in, and the acquisition of any property through the 1033 Program.

NOW, THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey that the Allendale Police Department is hereby authorized to enroll in the 1033 Program for the period of January 1, 2024 to December 31, 2024; and

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

DATE: 11/09/2023

RESOLUTION# 23-240

BE IT FURTHER RESOLVED that the Allendale Police Department is hereby authorized to acquire items on non-controlled property designated “DEMIL A,” which may include: office supplies, office furniture, computers, electronic equipment, generators, field packs, nonmilitary vehicles, off-road vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, excavation equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, respirators, binoculars, and any other supplies and equipment of a nonmilitary nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Allendale Police Department, without restriction; and

NOW, THEREFORE BE IT FURTHER RESOLVED that the Allendale Police Department is hereby authorized to acquire the following “DEMIL B through Q” property, if it shall become available in the period of time for which this resolution authorizes; and

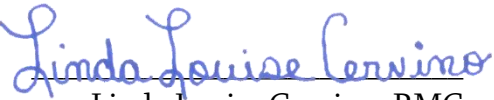
BE IT FURTHER RESOLVED that the “DEMIL B through Q” controlled 3-page property list in its entirety is hereby approved and hereto attached to this resolution; and

BE IT FURTHER RESOLVED that the Allendale Police Department shall develop and implement a full training plan and policy for the maintenance and use of the acquired property; and

BE IT FURTHER RESOLVED that the Allendale Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately and shall be valid to authorize requests to acquire “DEMIL A” property and “DEMIL B through Q” property that may be made available through the 1033 Program during the period of time for which this resolution authorizes; with Program participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2024 to December 31, 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 November 9, 2023.


Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 11/09/2023

RESOLUTION# 23-241

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

- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

**A RESOLUTION APPROVING EXECUTION OF A
MEMORANDUM OF UNDERSTANDING WITH THE PBA**

WHEREAS, the Borough and the PBA are parties to a Collective Negotiations Agreement (“CNA”) for the term January 1, 2021 through December 31, 2024; and

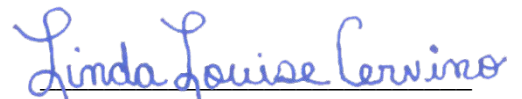
WHEREAS, the PBA has filed a grievance appeal to the Borough regarding the interpretation of Article XIV (“Medical Insurance”) as it relates to the obligation of PBA members to make payment toward their retiree health benefits; and

WHEREAS, the Borough and the PBA, as a result of negotiations between the parties have agreed to a resolution of the matters in dispute, as more particularly set forth in a Memorandum of Understanding, the terms of which are incorporated by reference herein.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that the Memorandum of Understanding as between the Borough of Allendale and the PBA, be and hereby is **APPROVED**; and

BE IT FURTHER RESOLVED that the Mayor, the Chief Financial Officer, and the Borough Attorney are authorized to take all appropriate actions so as to implement this Resolution.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 9, 2023.


Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 11/09/2023

RESOLUTION# 23-242

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

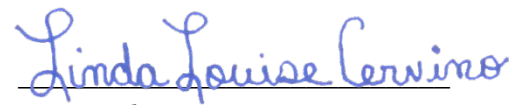
- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

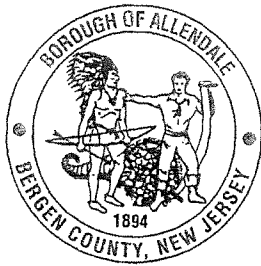
APPROVAL OF NOVEMBER 9, 2023 LIST OF BILLS

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated November 9, 2023 in the amounts of:

Bill List Numbers	NOVEMBER 9, 2023
Current Fund	\$ 4,499,545.74
Payroll Account	181,871.68
General Capital	84,717.72
Animal Fund	2.40
Grant Fund	
COAH/Housing Trust	
Improvement & Beautification	500.00
Unemployment Fund	2,783.43
Trust Fund	1,962.80
Water Operating	
Water Capital	
Total	\$ 4,771,383.77

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 9, 2023.


 Linda Louise Cervino, RMC
 Municipal Clerk



THE BOROUGH OF ALLENDALE

N E W J E R S E Y

500 WEST CRESCENT AVENUE, ALLENDALE, NJ 07401

WWW.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 11/9/23

Alison Altano
Alison Altano
Chief Financial Officer

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

DATE: 11/09/2023

RESOLUTION# 23-243

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

- Carried
- Defeated
- Tabled
- Approved on Consent
Agenda

**AUTHORIZING SUBMISSION OF A GRANT APPLICATION TO THE NEW JERSEY
DEPARTMENT OF COMMUNITY AFFAIRS' FISCAL YEAR 2024 AMERICAN RESCUE PLAN
FIREFIGHTER GRANT PROGRAM**

WHEREAS, the New Jersey Department of Community Affairs Division of Local Government Services has made grant funding available via the American Rescue Plan Firefighter Grant Program; and

WHEREAS, the Mayor and Council of the Borough of Allendale desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$75,000.00 to carry out a project to provide the Allendale Fire Department with proper fire protection, cleaning, and sanitization equipment;

**NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE
BOROUGH OF ALLENDALE:**

1. Hereby authorize the application for such a grant; and,
2. Recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Allendale and the New Jersey Department of Community Affairs.

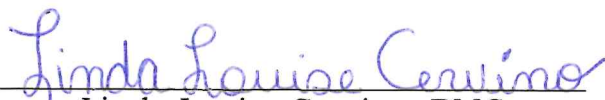
RESOLUTION
BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ

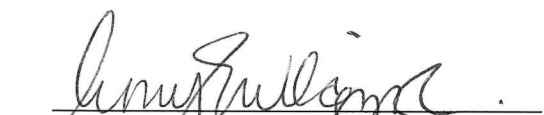
DATE: 11/09/2023

RESOLUTION# 23-243

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on November 9, 2023.


Linda Louise Cervino, RMC
Municipal Clerk


Amy Wilczynski
Mayor