



BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MEETING AGENDA & MATERIALS
THURSDAY,
MAY 08, 2025
7:00 P.M.

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
COMBINED WORK AND REGULAR SESSION
MAY 8, 2025 AT 7:00 P.M.

Mayor
Amy Wilczynski
Councilmembers
Matthew O'Toole
Liz Homan
Susanne Lovisolo
Edward O'Connell
Tyler Yaccarino
Joseph Daloisio

A combined Work and Regular Session of the Mayor and Council of the Borough of Allendale will be held in-person on May 8, 2025 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:

PRESENTATIONS:

- A. Presentation of Awards by Cedar Grove Police Department.
- B. Proclamation: In Recognition of Mental Health Awareness Month.
- C. Proclamation: In Recognition of World MS Day.

APPROVAL OF MINUTES: April 24, 2025 Work & Regular meeting.

AGENDA REVIEW:

PUBLIC COMMENT ON AGENDA ITEMS ONLY:

SECOND READING AND PUBLIC HEARING

ORDINANCE 25-08: AN ORDINANCE AMENDING CHAPTER 203, "PUBLIC PLACES", ARTICLE III, SECTION 19 "DEFINITIONS" AND SECTION 20 "USE OF RECREATIONAL FACILITIES; FEES; RULES AND REGULATIONS," OF THE CODE OF THE BOROUGH OF ALLENDALE.

INTRODUCTION OF ORDINANCES:

TBD – CONSTRUCTION CODE FEE ORDINANCE

RESOLUTIONS:

A. **Bergen County Open Space Grant Application** – 2025 Bergen County Open Space Trust Fund Grant. Application for the following project – Crestwood Park Improvements: “Tennis Court Rehabilitation”.

1. Public comments on Grant Application.
2. [RES 25-133](#): Resolution Authorizing the Borough of Allendale to Submit a Grant application to the 2025 Bergen County Open Space Trust Fund for Municipal Park Improvements–Crestwood Park Improvements: Tennis Court.

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.

<u>RES 25-134</u> :	Resolution Authorizing Disposal of Surplus Property by Auction on Govdeals
<u>RES 25-135</u> :	Appointment of DPW Seasonal Employee – Deion Milligan
<u>RES 25-136</u> :	Appointment of DPW Seasonal Employee – Devon Bandini
<u>RES 25-137</u> :	Authorizing the Borough of Allendale Tax Collector to prepare and mail estimated tax bills in accordance with P.L. 1994, C.72.
<u>RES 25-138</u> :	Authorizing the Purchase of an Electronic Flashing Pedestrian Sign for the Allendale Police Department.
<u>RES 25-139</u> :	Approval of Holiday Observers’ 2025 July 4 th Celebration.
<u>RES 25-140</u> :	Approval of Bill List of May 8, 2025.

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:

This agenda was prepared as of 05/06/2025 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.

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

ORDINANCE # 25-08

AN ORDINANCE AMENDING CHAPTER 203, "PUBLIC PLACES", ARTICLE III, SECTION 19 "DEFINITIONS" AND SECTION 20 "USE OF RECREATIONAL FACILITIES; FEES; RULES AND REGULATIONS," 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:

§ 203-19 "Definitions"

COMMUNITY CENTER – The name of the premises now officially designated by that name and located at 210 West Crescent Avenue and known and designated as Lot 20 in Block 1005 on the Assessment Map of the Borough of Allendale.

RECREATIONAL FACILITIES

Includes all facilities owned and operated by the Borough of Allendale for recreational purposes, including swimming and other athletic facilities, beach, lake and picnic areas, playgrounds, parks and nature preserves and all areas for parking of vehicles adjoining such recreational facilities. This definition shall also include the Community Center.

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 to read as follows:

§203-20, "Use of recreational facilities; rules and regulations"

- A. Annually, by resolution, unless the Council determines the current fees are sufficient, establish fees to be charged for the use of recreational facilities and participation in recreation programs.
- D. Establish a policy for the use of parks and/or recreation facilities by groups or individuals applying for reserved spaces for such recreation activities as basketball, pickleball, swimming, picnics, and other activities.

- F. Establish Rules and Regulations and/or a Code of Conduct for any person or group who uses or enters any park and/or recreation facility.

BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 203 remain in full force and effect as previously adopted.

	Motion	Second	Yes	No	Abstain	Absent
Councilman Yaccarino						
Councilman O'Toole						
Councilwoman Homan						
Councilwoman Lovisolo						
Councilman Daloisio						
Councilman O'Connell						
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 May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

Amy Wilczynski
Mayor

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

DATE: 05/08/2025

RESOLUTION# 25-133

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**BOROUGH OF ALLENDALE RESOLUTION AUTHORIZING THE BOROUGH OF
ALLENDALE TO SUBMIT A GRANT APPLICATION TO THE 2025 BERGEN COUNTY
OPEN SPACE TRUST FUND FOR MUNICIPAL PARK IMPROVEMENTS**

WHEREAS, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("County Trust Fund") provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and,

WHEREAS, the Borough of Allendale desires to further the public interest by obtaining a matching grant of approximately \$77,000.00 from the County Trust Fund to fund improvements to Crestwood Lake including the resurfacing of the tennis courts.

WHEREAS, the Mayor and Council of the Borough of Allendale has reviewed the County Trust Fund Program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions, and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and,

WHEREAS, as part of the application process, the Mayor and Council of the Borough of Allendale held the required Public Hearing to receive public comments on the proposed park improvements in the application on April 10, 2025; and,

WHEREAS, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust Fund; and,

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

DATE: 05/08/2025

RESOLUTION# 25-133

WHEREAS, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above-named project and ensure its completion on or about the project contract expiration date.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale:

1. That it is hereby authorized to submit the above completed project application to the County by the deadline of April 25, 2025, as established by the County; and,
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the Mayor and Council have, or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and,
3. That the Mayor and Council is committed to providing a dollar-for-dollar cash match for the project; and,
4. That only those park improvements identified and approved in the project application, its Trust Fund contract, or other documentation will be considered eligible for reimbursement.
5. That the Mayor and Council agree to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and,
6. That this resolution shall 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 May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 05/08/2025

RESOLUTION# 25-134

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**RESOLUTION AUTHORIZING DISPOSAL OF SURPLUS PROPERTY
BY AUCTION ON GOVDEALS**

WHEREAS, the Borough of Allendale is the owner of certain surplus property which is no longer needed for public use; and

WHEREAS, N.J.S.A. 40A:11-36 authorizes municipalities to offer for sale, public property which is no longer needed for public service; and

WHEREAS, the Mayor and Council of the Borough of Allendale is desirous of selling said surplus property in an "as is" condition without express or implied warranties.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, as follows:

- 1) The sale of the surplus property shall be conducted through GovDeals.com per the Sourcewell National Cooperative. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Borough Clerk.
- 2) The sale will be conducted online and the address of the auction site is govdeals.com.
- 3) The sale is being conducted pursuant to Local Finance Notice 2019-15.
- 4) A list of the surplus property to be sold attached as Exhibit A.
- 5) The surplus property as identified shall be sold in an "as-is" condition without express or implied warranties with the successful bidder required to execute a Hold Harmless and Indemnification Agreement concerning use of said surplus property.
- 6) The Borough of Allendale reserves the right to accept or reject any bid submitted.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

EXHIBIT A

The surplus property being sold is as follows:

Allendale Police Department:

- 1) 2005 Volvo
Vin/Serial #4V5K99GG65N390036
Make/Brand: Volvo
Model: VHD
- 2) 2013 GMC Quad Cab: rust.
Vin# 1GT12ZCG6DF109819
Make/Brand: GMC
Model: Sierra 2500HD Work Truck
- 3) 1981 Rescue Truck
Vin# 1GDP8C1V0BV589152
Make/Brand: GMC
Model: Conv. Cab EVF Rescue Body
- 4) 2007 Ford Crown Victoria
Vin# 2FAFP71W47X134416
Make/Brand: Ford
Model: P71 CVPI
- 5) 2018 Dodge Charger Police Car
Vin# 2C3CDXKT6JH181298
Make/Brand: Dodge
Model: Charger Pursuit AWD Hemi
- 6) Lights and Misc Vehicle Equipment
- 7) Klein Electronics Sonim Microphone and two (2) wired PTT headsets
Model: Klein
- 8) Lot of Toshiba Digital Business Telephones DKT3210-SD
- 9) Lot of used two-way radios and accessories Kenwood, Motorola, etc.

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

DATE: 05/08/2025

RESOLUTION# 25-135

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

APPOINTMENT OF DPW SEASONAL EMPLOYEE – DEION MILLIGAN

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Deion Milligan be appointed as a Seasonal Laborer with the Department of Public Works at a salary of \$19.00/hour effective May 12, 2025; and

BE IT FURTHER RESOLVED that the Chief Financial Officer and Municipal Clerk 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 May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 05/08/2025

RESOLUTION# 25-136

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

APPOINTMENT OF DPW SEASONAL EMPLOYEE – DEVON BANDINI

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Devon Bandini be appointed as a Seasonal Laborer with the Department of Public Works at a salary of \$19.00/hour effective May 12, 2025; and

BE IT FURTHER RESOLVED that the Chief Financial Officer and Municipal Clerk 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 May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 05/08/2025

RESOLUTION# 25-137

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

**RESOLUTION AUTHORIZING THE BOROUGH OF ALLENDALE TAX
COLLECTOR TO PREPARE AND MAIL ESTIMATED TAX
BILLS IN ACCORDANCE WITH P.L. 1994, C.72**

WHEREAS, due to the County Board of Taxation unable to certify a tax rate due to various issues at the state level and the Municipal Tax Collector will be unable to mail the tax bills on a timely basis, it has become necessary to issue estimated tax bills for the 3rd Quarter of 2025 and;

WHEREAS, the Municipal Tax Collector in consultation with the Municipal Chief Financial Officer has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3, and they have signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated levies;

NOW, THEREFORE BE IT RESOLVED BY THE BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY ON THE 8th DAY OF MAY 2025 AS FOLLOWS:

1. The Borough of Allendale Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Borough for the third installment of 2025 taxes. The Tax Collector shall proceed and take such actions as necessary.
2. The entire estimated levy for 2025 is hereby set at \$46,940,147.82 for an estimated tax rate of 2.019.
3. In accordance with law the third installment of 2025 shall not be subject to interest until after August 11, 2025. Any payment received after August 11, 2025 shall have interest calculated from August 1, 2025.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

BOROUGH OF ALLENDALE

CALCULATION OF PROPOSED 2025 ESTIMATED TAX RATE

BASIS OF PROPOSED TAX LEVY AND TAX RATE

2025 Municipal Budget - Actual Levy
2025 Library Budget - Actual Levy
2025 Local School Budget - Actual Levy
2025 Regional School Budget - Actual Levy
2025 Bergen County Budget - Estimated 5% increase
2025 Bergen County Open Space Budget- Estimated 2% increase
2025 Municipal Open Space - Actual Levy

2024 Apportionment of Taxes		
County	4,875,680.80	0.226
County Open Space	219,894.10	0.011
Municipal Open Space	108,281.00	0.004
Local School	18,120,639.00	0.837
Regional School	10,530,882.00	0.486
Library	736,932.00	0.034
Municipal	11,073,352.00	0.511
Total	45,665,660.90	2.109
Net Valuation	\$ 2,165,626,800.00	

2025 Estimated Apportionment of Taxes		
County	5,119,464.84	0.220 Estimated
County Open Space	224,291.98	0.010 Estimated
Municipal Open Space	116,228.00	0.005 Actual
Local School	18,634,419.00	0.802 Actual
Regional School	10,914,738.00	0.470 Actual
Library	816,227.00	0.035 Actual
Municipal	11,114,779.00	0.478 Actual
Total	46,940,147.82	2.019
Net Valuation	\$ 2,324,565,600.00	
Percentage Increase/Decrease	102.79%	

**2025 Estimated Range for Tax Levy
(Percentage of 2024 Levy)**

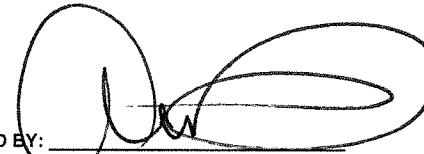
95%	105%
4,631,896.76	5,119,464.84
208,899.40	230,888.81
102,866.95	113,695.05
17,214,607.05	19,026,670.95
10,004,337.90	11,057,426.10
700,085.40	773,778.60
10,519,684.40	11,627,019.60
43,382,377.86	47,948,943.95

**Estimated Tax Levy must be within this range; otherwise
permission is required from Division of Local Govt. Services**

CERTIFIED BY:


Alison Altano
Chief Financial Officer

CERTIFIED BY:


Gina Wittmaack
Tax Collector

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

DATE: 05/08/2025

RESOLUTION# 25-138

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

AUTHORIZING THE PURCHASE OF AN ELECTRONIC FLASHING PEDESTRIAN
SIGN FOR ALLENDALE POLICE DEPARTMENT THROUGH OMNIA PARTNERS,
TAPCO (TRAFFIC AND PARKING CONTROL CO., LLC)
TAPCO OMNIA PARTNERS CONTRACT #2020-200

WHEREAS, a need exists to purchase an electronic flashing pedestrian sign for the Allendale Police Department, specifically for the intersection of West Crescent and Beresford Road in Allendale; and

WHEREAS, the Borough of Allendale is member of Omnia Partners; and

WHEREAS, TAPCO (Traffic and Parking Control Co., LLC, 5100 West Brown Deer Road, Brown Deer, WI 53223, is an approved vendor, contract #2020-200, who manufactures and distributes a wide portfolio of traffic and parking safety solutions designed to increase safe travels for all; 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 an Agreement is hereby authorized for the purchase an electronic flashing pedestrian sign for the Allendale Police Department in the amount of \$6,810.20.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 05/08/2025

RESOLUTION# 25-139

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

APPROVAL OF HOLIDAY OBSERVERS' 2025 JULY 4TH CELEBRATION

BE IT RESOLVED that Crestwood Park will close at 5:00 p.m. on July 4, 2025; and,

BE IT FURTHER RESOLVED that the Holiday Observers are hereby authorized to conduct a fireworks display and celebration at Crestwood Lake commencing at dusk on Friday, July 4, 2025 with a rain date of Saturday, July 5, 2025; and,

BE IT FURTHER RESOLVED that the fireworks display is subject to appropriate review and approval of insurance and the receipt of a permit from the Allendale Bureau of Fire Prevention.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 8, 2025.

Linda Louise Cervino, RMC
Municipal Clerk

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

DATE: 05/08/2025

RESOLUTION# 25-140

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

☐ Carried
☐ Defeated
☐ Tabled
☐ Approved on
Consent Agenda

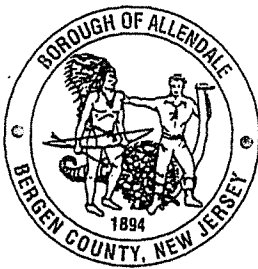
APPROVAL OF MAY 8, 2025 LIST OF BILLS

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 May 8, 2025 in the amounts of:

Bill List Numbers	May 8, 2025
Current Fund	\$ 4,817,144.45
Payroll Account	171,078.20
General Capital	189,441.50
Animal Fund	
Grant Fund	
COAH/Housing Trust	
Improvement & Beautification	
Unemployment Fund	
Trust Fund	5,825.60
Water Operating	
Water Capital	
<hr/>	
Total	\$ 5,183,489.75

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on May 8, 2025.

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 5/8/25


Alison Altano
Chief Financial Officer