

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MARCH 8, 2018
8:00 P.M.

A Regular meeting of the Mayor and Council of the Borough of Allendale, will be held in the Municipal Building, 500 West Crescent Avenue, Allendale, NJ on March 8, 2018.

- I. CALL TO ORDER
 - A. Open Public Meetings Act Announcement
 - B. Salute to Flag
- II. ROLL CALL
- III. APPROVAL OF MINUTES
 - February 15, 2018 Closed Executive Session
 - February 15, 2018 Work Session
 - February 15, 2018 Regular Session
- IV. PUBLIC COMMENT

Audience members wishing to speak will have a five (5) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.
- V. PRESENTATIONS
 - A. Oath of Office – Police Department Chaplain
- VI. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

The following ordinances published herewith were first read by title only on March 8, 2018 and posted on the bulletin board of the lobby of the municipal building.

ORDINANCE 18-06 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, CHAPTER 100-3, BUILDING CONSTRUCTION FEES

ORDINANCE 18-07 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, ARTICLE III: ZONING FEES, CHAPTER 120-23
INTRODUCTION OF ORDINANCES

VII. INTRODUCTION OF ORDINANCES

Motion that the following ordinances be introduced and passed on first reading and setting March 22, 2018 at 8:00 p.m. or as soon thereafter as the matter can be heard as the date and time and the Council Chambers of the Allendale Municipal Building as the place for a hearing on said ordinances.

ORDINANCE 18-08 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, WATER CHARGES, CHAPTER 262-11

VIII. 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.

- A. **18-85**/Approval of Bill List

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
MARCH 8, 2018
8:00 P.M.

- B. **18-86**/Approve Donation – Crestwood Lake Season Pass – Allendale Woman’s Club 2018 Fashion Show
- C. **18-87**/Authorize Refund – Water Overpayment – Greimel
- D. **18-88**/Award Contract – 2018 Janitorial Services – Guy’s Maintenance, Inc.
- E. **18-89**/Award Contract – Monthly Street Sweeping Services – Northeast Sweeping, LLC
- F. **18-90**/Authorize Agreement – 2018 Commercial Ground Maintenance – High Mountain Landscaping, Inc.
- G. **18-91**/Authorize Agreement – 2018 Turf Program – TruGreen Commercial
- H. **18-92**/Waive Soil Movement & Performance Guarantee Fees – Block 506 Lot 4.07 & 4.08
- I. **18-93**/Authorize Release of Maintenance Surety Bond – Quick Chek
- J. **18-94**/Authorize Refunds – Overpayment of 2017 Taxes – Various Properties
- K. **18-95**/Establish Policy for Refund of 2018 Prepaid Property Taxes
- L. **18-96**/Authorize Change Order No. 1 – 2015 Municipal Aid Program
- M. **18-97**/Authorize Emergency Temporary Appropriations
- N. **18-98**/Award Contract – Electronic Document Management & Scanning Services – Accuscan

IX. UNFINISHED BUSINESS

X. NEW BUSINESS

XI. COMMITTEE REPORTS AND COMMENTS

XII. STAFF REPORTS

XIII. PUBLIC COMMENTS

Audience members wishing to speak will have a five (5) minute time limit to address the governing body. Large groups are asked to have a spokesperson represent them.

XIV. ADJOURNMENT

Bulletin Board
Borough Website

****AGENDA & AGENDA MATERIALS SUBJECT TO CHANGE****

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

ORDINANCE 18-06

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE
THE CODE OF THE BOROUGH OF ALLENDALE,
CHAPTER 100-3, BUILDING CONSTRUCTION FEES**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 100-3, Building Construction Code, Fees, of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised in its entirety to read as follows:

The following is added as §100-3(A)(2)(d)[9][d]:

[d] Interior demolition: \$150.

The following is added as §100-3(A)(2)(d)[13] through [15]:

[13] Dry Well. The fee shall be \$50.

[14] Commercial Tent. The fee shall be \$100.

[15] Underground storage tank removal or abandonment of tank. The fee shall be \$150.

The following is added to §100-3(A)(3)(a):

Condensate Line	\$20
Fuel Oil Piping	\$75
Pool Drain	\$50
Water Softener	\$15
Water Cooler	\$15

In §100-3(A)(10)(a), the fee for “Underground storage tank removal or abandonment of tank” is amended to read \$150.

The following is added to §100-3(A)(12)(a):

Condensate Line	\$20
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BE IT FURTHER ORDAINED that, except as modified herein, all other provisions of Chapter 100 shall remain in full force and effect as previously adopted.

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

ORDINANCE 18-07

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE
THE CODE OF THE BOROUGH OF ALLENDALE,
ARTICLE III: ZONING FEES, CHAPTER 120-23**

BE IT ORDAINED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Chapter 120-23 Category; fees of the Code of the Borough of Allendale, be and hereby is amended, supplemented and revised in its entirety to read as follows:

The fees for various zoning activities and/or permits shall be as follows:

Category	Fee
Certificate of compliance for change in tenancy, use or ownership of residential premises, pursuant to § 270-103	\$100.00
Reinspection for certificate of compliance	\$25.00
Fence permit (no pool involved)	\$40.00
Shed permit (up to 100 square feet)	\$50.00
Formal zoning review	\$100.00
Tree permits, pursuant to Chapter 244 (Articles I and II)	\$20.00
Dry well	\$50, plus engineering escrow and required performance guarantees, if any
Certificate of occupancy for change in tenancy, use or ownership of nonresidential or residential premises, pursuant to § 270-103	\$200.00
Formal zoning review for land use application and/or construction permit (residential and nonresidential)	\$100.00
Residential and non-residential curb or sidewalk repair permit	\$50.00

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

BOROUGH OF ALLENDALE

PUBLIC NOTICE

ORDINANCE 18-08 – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE THE CODE OF THE BOROUGH OF ALLENDALE, WATER CHARGES, CHAPTER 262-11

was introduced at a regular meeting of the Mayor and Council of the Borough of Allendale, in the County of Bergen, New Jersey, held on Thursday, March 8, 2018 and will be further considered for final passage after public hearing at a regular meeting of the Mayor and Council to be held in the Council Chambers, Allendale Municipal Building, 500 West Crescent Avenue, Allendale, New Jersey on Thursday, March 22, 2018 at 8:00 P.M. prevailing time, or as soon thereafter as the matter can be heard.

A clear and concise statement of this ordinance is to increase the rates to be charged for the use of water through each meter in Section 262-11 under Subsection A(1)(a) and (b) of Chapter 262 of the Allendale Borough Code entitled “Water Charges”, as set forth in the ordinance.

A copy of this ordinance may be obtained without cost between the hours of 9:00 a.m. and 4:30 p.m. at the Office of the Municipal Clerk, 500 West Crescent Avenue, Allendale, New Jersey.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-85

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White						

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 March 8, 2018 in the amounts of:

Current Fund	\$2,281,606.91
Payroll Account	\$386,862.03
General Capital	\$10,792.16
Animal Fund	\$48.00
Grant Fund	\$0.00
COAH/Housing Trust	\$7,658.87
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$637.50
Water Operating	\$0.00
Water Capital	\$262,275.11
Total	\$2,949,880.58

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-86

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Donation of Crestwood Lake Season Pass
To Allendale Woman's Club 2018 Fashion Show

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 donation of a family (parents and children) Crestwood Lake 2018 Season Pass to the Allendale Woman's Club for the 2018 Fashion Show on April 24, 2018.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-87

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Water Overpayment

BE IT RESOLVED by the Council of the Borough of Allendale that the Water Collector is hereby authorized to issue the following refund check for an overpayment on the account listed below and charge same to Water Rents for 2018:

Account Number	Name	Amount
3117124753472	Chris Greimel	\$668.70

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-88

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

**Award of Janitorial Services Contract
to Guy's Maintenance, Inc.**

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

Whereas, a Request for Quotes for 2018 Janitorial Services was sought by the Borough's Director of Operations on February 9, 2018; and

Whereas, the deadline to submit quotations and pricing was February 21, 2018 at 12 noon; and

Whereas, Guy's Maintenance Co., Inc. and Urucorp Maintenance and Contractors, Inc. were responsive; and

Whereas, the proposal by 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. located at 49 Cherokee Avenue, Allendale, NJ 07401 for the term January 1, 2018 to December 31, 2018, in the amount of \$2,400.00 per month for a total yearly amount of \$28,800.00; and

Be It Further Resolved that the Borough also wishes to contract with Guy's Maintenance Co., Inc. for specialty services on an as-needed basis, not to exceed \$2,500 in total, for the term January 1, 2018 to December 31, 2018, in accordance with the pricing contained in their proposal.

Be It Further Resolved that this contract shall commence as of January 1, 2018 and conclude on December 31, 2018.

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with Guy's Maintenance Co. for the above services.

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

DATE: 03/08/2018

RESOLUTION# 18-88

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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8Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution are available in the 2018 Budget.

Resolution Date: March 8, 2018

Resolution Number: 18-88

Vendor: Guy's Maintenance

Contract: Janitorial Services

Account Number: 8-01-26-310-029

Amount: \$28,800


Chief Financial Officer

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

DATE: 03/08/2018

RESOLUTION# 18-89

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

**Award of Street Sweeping Services Contract
to Northeast Sweeping LLC**

Whereas, the Borough finds the need to contract street sweeping services; and,

Whereas, a Request for Quotes for Monthly Sweeping Services was sought by the Borough's Director of Operations on February 1, 2018; and

Whereas, the deadline to submit the quotations and pricing was February 16, 2018 at 12 noon; and

Whereas, Northeast Sweeping LLC and East Coast Industrial Services, Inc. were responsive; and

Whereas, the proposal by Northeast Sweeping LLC 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 street sweeping services be awarded to Northeast Sweeping LLC located at 204 Walnut Street, Nutley, New Jersey 07110 for the term March 1, 2018 to December 31, 2018, in the amount of \$1,450.00 per month for a total amount of \$14,500.00 for the contract term; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with Northeast Sweeping LLC 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

8Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution are available in the 2018 Budget.

Resolution Date: March 8, 2018

Resolution Number: 18-89

Vendor: Northeast Sweeping LLC

Contract: Street Sweeping Services

Account Number: 8-01-26-290-063

Amount: \$14,500



Chief Financial Officer

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

DATE: 03/08/2018

RESOLUTION# 18-90

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Approval of Agreement for 2018 Commercial Ground Maintenance

Whereas, there is a need for landscaping services for the 2018 Commercial Ground Maintenance Program; and

Whereas, an agreement was authorized via Resolution 17-123 with High Mountain Landscaping, Inc. for the 2017 Commercial Ground Maintenance Program; and

Whereas, the Borough of Allendale wishes to extend the contract for a period of one year; 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 landscaping services for the 2018 Commercial Ground Maintenance with High Mountain Landscaping, 101 Ballentine Drive, North Haledon, New Jersey 07508 in the amount of \$34,345.00; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to such action as may be necessary to implement this Resolution, including the execution of an Agreement with High Mountain Landscaping 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution will be made available in the 2018 Budget.

Resolution Date: March 8, 2018

Resolution Number: 18-90

Vendor: High Mountain Landscaping
27 Eberhardt Road
East Hanover, NJ 07936

Contract: Commercial Ground Maintenance

Account Number: 8-01-28-370-166

Amount: \$17,172.50

Account Number: 8-01-26-310-166

Amount: \$17,172.50


Chief Financial Officer

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

DATE: 03/08/2018

RESOLUTION# 18-91

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Authorize Agreement for 2018 Turf Program

Whereas, there is a need for landscaping services for the 2018 Turf Program; and

Whereas, an agreement was authorized via Resolution #16-125 with TruGreen Commercial for the 2016 Turf Program; and

Whereas, the Borough of Allendale wishes to extend the contract for a period of one year; 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 landscaping services for the 2018 Turf Program with TruGreen Commercial, 118 Route 17 North, Upper Saddle River, New Jersey 07458 in the amount of \$13,410.00; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution, including the execution of an Agreement with TruGreen Commercial 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

Certification of Availability of Funds

This is to certify to the Borough of Allendale that funds for the following resolution are available in the 2018 Budget.

Resolution Date: March 8, 2018

Resolution Number: 18-91

Vendor: TruGreen Commercial

Contract: Turf Program

Account Number: 8-01-28-370-063

Amount: \$13,410


Chief Financial Officer

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

DATE: 03/08/2018

RESOLUTION# 18-92

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White						

Waiver of Building Permit Fees
for BCUW Madeline Housing Partners

WHEREAS, BCUW Madeline Housing Partners has applied for a building permit to construct veteran housing at its property located at Block 506, Lot 4.07 and 4.08 on the Tax Map of the Borough of Allendale; and

WHEREAS, due to the status and use of the property as veteran housing, the Land Use Committee has recommended that the fees for soil movement and the performance guarantee be waived; and

WHEREAS, the Governing Body has reviewed the recommendation and concurs.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the soil movement fees and performance guarantee relating to the proposed construction at BCUW Madeline Housing Partners site are hereby waived.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-93

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Release of Maintenance Surety Bond – Quick Chek

Whereas, Quick Chek, with an address at 36 Route 17 North, Block 602, Lot 1 in the Borough of Allendale, County of Bergen, State of New Jersey issued a Maintenance Surety Bond on December 8, 2015 in the amount of \$14,500 as a condition to release the Performance Guaranty Bond posted previously for the construction of a Quick Chek located at the above-referenced address; and

Whereas, the Maintenance Surety Bond reached its expiration date on December 7, 2017; and

Whereas, Quick Chek has requested the return of the original Maintenance Surety Bond accompanied by a letter from the Borough of Allendale confirming the release of said bond; and

Whereas, the Borough Engineer's Office, after review of the file and onsite visits, has no objections to the release and return of said Maintenance Surety Bond as per correspondence dated December 8, 2017;

Whereas, the Governing Body has reviewed the Engineer's recommendation and concurs with same;

Now, Therefore, Be It Resolved by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey, hereby approves the release of the Maintenance Surety Bond issued by Quick Chek, 36 Route 17 North, Block 602, Lot 1 in the Borough of Allendale, County of Bergen, State of New Jersey; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-94

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

OVERPAYMENT

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 2017 Taxes:

Block/ Lot	Name	Property Location	Amount
801.01/48	Pellecchia, Ralph & Saray 9 Pine Road Allendale, NJ 07401	9 Pine Road	\$932.14
911/11	Gramsch, Glenn 74 Pittis Avenue Allendale, NJ 07401	74 Pittis Avenue	\$34.04
1003/3	Appelgren, Paul & Donna 24 W Maple Avenue Allendale, NJ 07401	24 W Maple Avenue	\$11.94
1705/11	Schaub, Michael & Jennifer 110 Mallinson Street Allendale, NJ 07401	110 Mallinson Street	\$806.90
2101/1.401	Sang, Jingfeng 401 Whitney Lane Allendale, NJ 07401	401 Whitney Lane	\$831.56
TOTAL			\$2,616.58

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-95

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

RESOLUTION

WHEREAS, as a result of the change in the recent Federal tax laws applicable to the elimination of property tax payments as itemized deductions available to individuals filing personal tax returns beginning in 2018, a significant number of Borough property owners elected to prepay their 2018 property taxes for the 1st half and in some cases, the 2nd half with the anticipation that such payments will be allowable deductions on their 2017 personal tax returns, and, as a result of subsequent IRS guidance on the deductibility of such prepaid 2018 property taxes, there have been instances where taxpayers are seeking refunds of payments made toward the 2nd half of their 2018 property taxes. As a result, the Division of Local Government Services (the "Division") has promulgated guidance after consultation with the Attorney General's Office by issuing Local Finance Notice 2018-04 to municipalities as to how to address various issues that have (or will) arise due to this deluge of prepayments.

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

1. That a policy be adopted to authorize the Tax Collector to refund 2018 2nd half taxes, not billed, when requested by the taxpayer, and,
2. In the event a mortgage company makes payment on a quarter already paid by the property owner, the refund be issued to the mortgage company.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-96

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

Change Order Number One – 2015 Municipal Aid Program
West Allendale Avenue (Section 6) & West Maple Avenue Improvements

Whereas, the Borough Engineer has requested that certain changes are needed in the 2015 Municipal Aid Program contract; and

Whereas, a net decrease of \$18,711.51 will result from the actual quantities of work measured and performed; and

Now, Therefore, Be It Resolved by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that Change Order Number One resulting in a decrease of \$18,511.51, a 12.27% decrease in the original contracted amount, be approved for the 2015 Municipal Aid Program, resulting in a new contract amount of \$133,819.95.

Be It Further Resolved that Change Order Number One in the decreased amount of \$18,711.51 be approved for performance by American Asphalt and Milling Service, LLC, 96 Midland Avenue, Kearny, NJ 07032.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-97

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

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 2018 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	
Administration, S&W	\$13,500
Administration, O.E.	10,000
Mayor & Council, O.E.	1,000
Municipal Clerk, S&W	10,000
Finance, S&W	10,000
Tax Collection, O.E.	1,000
Tax Assessment, S&W	2,000
Legal, O.E.	20,000
Engineering, O.E.	5,000
Planning/Zoning Board, S&W	6,000
Construction, S&W	2,000
Electrical Inspector, S&W	1,500
Plumbing Subcode, S&W	1,500
Property Maintenance, S&W	500
Fire Subcode, S&W	2,200
Worker's Comp, O.E.	42,000
Group Insurance, O.E.	60,000
Police, S&W	275,000
Police, O.E.	15,000
Fire Department, O.E.	15,000

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

DATE: 03/08/2018

RESOLUTION# 18-97

Emergency Management, S&W	600
Fire Official, S&W	600
Radio Equipment Maintenance, O.E.	500
Municipal Prosecutor, S&W	600
Streets & Roads, S&W	100,000
Streets & Roads, O.E.	3,000
Snow Removal, O.E.	20,000
Shade Tree, O.E.	3,000
Garbage & Trash Removal, O.E.	45,000
Municipal Recycling, O.E.	5,500
Buildings & Grounds, O.E.	5,000
Animal Control, O.E.	500
Parks, O.E.	5,000
Crestwood, O.E.	7,500
Electricity, O.E.	10,000
Street Lighting, O.E.	5,000
Telephones, O.E.	5,000
Gas (Natural), O.E.	8,000
Sewer, O.E.	1,000
Gasoline, O.E.	10,000
Social Security	25,000
DCRP, O.E.	2,000
Municipal Court, S&W	1,500
TOTAL OPERATING FUND	\$757,500
Water Utility Fund	
S&W	\$2,000
Other Expenses	\$60,000
Water Purchase	50,000
TOTAL WATER UTILITY	\$112,000

2. That said emergency temporary appropriation will be provided in the 2018 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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

DATE: 03/08/2018

RESOLUTION# 18-98

Council	Motion	Second	Yes	No	Abstain	Absent
Bernstein						
Homan						
O'Connell						
Sasso						
Strauch						
Wilczynski						
Mayor White	---	---				

**Authorize Agreement for Electronic Document Management & Scanning Services –
Accuscan Digital Archival Solutions**

Whereas, a need exists to digitally archive government records in the Borough of Allendale; and

Whereas, the Borough of Allendale authorized participation in the Educational Services Commission of New Jersey Cooperative Pricing System (ESCNJ) via Resolution 17-259 on October 12, 2017; and

Whereas, the Borough was approved as a member of the ESCNJ Cooperative Pricing System on December 4, 2017; and

Whereas, the ESCNJ offers competitively-bid contracts for its members to purchase from on an as-needed basis; and

Whereas, Accuscan Digital Archival Solutions is an approved vendor offering electronic document management and scanning services through the ESCNJ via NJ State Approved Co-op #65MCESCCPS, RFP# ESCNJ 16/17-48 Bid Term: 07/01/2017 to 06/30/2020; 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 electronic document management and scanning services with Accuscan Digital Archival Solutions, 299 Farnum Street, Edgewater Park, New Jersey 08010 in an amount not to exceed \$15,000; and

Be It Further Resolved that the Mayor, Borough Clerk and Borough Attorney are hereby authorized to take such action as may be necessary to implement this Resolution,

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

DATE: 03/08/2018

RESOLUTION# 18-98

including the execution of an Agreement with Accuscan Digital Archival Solutions 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 March 8, 2018.

Anne Dodd, RMC
Municipal Clerk

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