

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
FEBRUARY 13, 2020
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 February 13, 2020.

- I. CALL TO ORDER
 - A. Open Public Meetings Act Announcement
 - B. Salute to Flag
- II. ROLL CALL
- III. APPROVAL OF MINUTES
 - January 23, 2020 Work Session
 - January 23, 2020 Regular Session
- IV. PUBLIC COMMENT ON AGENDA ITEMS ONLY

Audience members wishing to speak will have a five (5) minute time limit to address the governing body on agenda items only. Large groups are asked to have a spokesperson represent them.
- V. ORDINANCES FOR SECOND READING AND PUBLIC HEARING

The following ordinance published herewith was first read by title only on January 23, 2020 and posted on the bulletin board of the lobby of the municipal building.

ORDINANCE 20-01 – AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2020.

- VI. 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. **20-74**/Approval of Bill List
 - B. **20-75**/Authorize Auction – GovDeals.com
 - C. **20-76**/Authorize Refund – Tax Overpayments
 - D. **20-77**/Authorize Refund – Water Overpayment – Andersen Corporation
 - E. **20-78**/Cancellation of Miscellaneous Reserve Balance in Current Fund – Revaluation
 - F. **20-79**/Authorize Petty Cash Change in Monetary Amount
 - G. **20-80**/Authorize Change in Custodian of Petty Cash Fund
 - H. **20-81**/Authorize Hire of Police Department Personnel – Radio Police Dispatcher, P/T, Hourly – Jon Huber
 - I. **20-82**/Approve Interlocal Shared Services Agreement – Waldwick Well-Baby Clinic
 - J. **20-83**/Authorize Proposal – PFAS Treatment Feasibility Study – Mott MacDonald
- VII. UNFINISHED BUSINESS
- VIII. NEW BUSINESS
- IX. COMMITTEE REPORTS AND COMMENTS

AGENDA
BOROUGH OF ALLENDALE
MAYOR AND COUNCIL
FEBRUARY 13, 2020
8:00 P.M.

X. STAFF REPORTS

XI. 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.

XII. ADJOURNMENT

Bulletin Board
Borough Website

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

**BOROUGH OF ALLENDALE
SALARY ORDINANCE – 2020
ORDINANCE 20-01**

AN ORDINANCE TO AMEND CHAPTER 53 OF THE CODE OF THE BOROUGH OF ALLENDALE, “OFFICERS AND EMPLOYEES”, TO FIX THE SALARIES, WAGES AND COMPENSATION OF THE OFFICERS AND EMPLOYEES OF THE BOROUGH OF ALLENDALE FOR THE YEAR 2020.

BE IT ORDAINED, by the Governing Body of the Borough of Allendale that the salaries of the following officers and employees of the Borough of Allendale shall be paid bi-weekly and fixed in the amounts as set forth below, effective January 1, 2020:

TITLE	MINIMUM	MAXIMUM
Deputy Municipal Clerk	\$48,000	\$64,000
Crew Chief	3,000	12,000
Clean Communities Coordinator/Certified Recycling Professional	2,000	3,000

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

DATE: 02/13/2020

RESOLUTION# 20-74

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

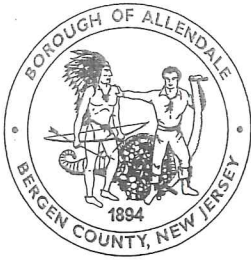
LIST OF BILLS

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey, that it hereby approves the Bill List dated February 13, 2020 in the amounts of:

Bill List Numbers	February 13, 2020
Current Fund	\$2,077,406.00
Payroll Account	\$169,703.55
General Capital	\$19,894.69
Animal Fund	\$0.00
Grant Fund	\$5,949.00
COAH/Housing Trust	\$0.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$931.93
Trust Fund	\$0.00
Water Operating	\$0.00
Water Capital	\$0.00
Total	\$2,273,885.17

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk



Borough of Allendale

500 WEST CRESCENT AVENUE
ALLENDALE, NEW JERSEY 07401

OFFICE OF TAX COLLECTOR
OFFICE OF CHIEF FINANCIAL OFFICER

TEL: 201-818-4400 EXT 205
FAX 201-818-0193

I, M. Alissa Mayer, 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 February 13, 2020

M. Alissa Mayer
M. Alissa Mayer, CMFO
Chief Financial Officer

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

DATE: 2/13/2020

RESOLUTION# 20-75

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

AUTHORIZE GOVDEALS.COM AUCTION

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 pursuant to State Contract A-83453/T2581 in accordance with the terms and conditions of the State Contract. The terms and conditions of the agreement entered into with GovDeals is available online at govdeals.com and also available from the Acting Borough Clerk.
- (2) The sale will be conducted online and the auction website is govdeals.com.
- (3) The sale is being conducted pursuant to Local Finance Notice 2008-9.
- (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 February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

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

DATE: 2/13/2020

RESOLUTION# 20-75

EXHIBIT A

Any and All Non-Structural Items currently stored within 220 W. Crescent Avenue, Allendale, NJ 07401 with the following conditions:

- There will only be one successful bidder.
- The successful bidder will be entitled to all of the approved items with the understanding that they will have a total of 45 days to have the facility in broom clean condition.
- Items not included in the auction will include all permanent structures, essential fixtures and life safety equipment required to keep the building operational and safe. Examples include but are not limited to heating equipment & sprinkler system piping.
- The minimum bid will be set for \$500.00.
- A Hold Harmless agreement and Certificate of Insurance naming the Borough of Allendale as additional insured will be required.

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-76

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

**AUTHORIZE REFUND – TAX OVERPAYMENTS
STATE BOARD JUDGEMENT**

BE IT RESOLVED, by the Mayor and 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 2018/2019 Taxes:

Blk/Lot/ Qual	Name	Property Location	Amount
301/39.02	Blondin, Joseph C & Barbara E	127 Crescent Place	\$250.00
505/8	Hussani, Syed & Samreen	35 Cherokee Avenue	\$3,528.77
702/4/C0038	Poore, Catherine & Penn, Janne B	38 Rio Vista Drive	\$79.07
1202/3	Polifonte, Michael & Tara L	2 Conklin Court	\$4,260.36
1902/2	Spina, Stephan B & Kate W	58 Arcadia Road	\$4,009.01
2007/2	Trancucci, Thomas & Linda D	101 Homewood Avenue	\$49.38
2008/9.01	Ditolla, Michael & Melissa	130 Elmwood Avenue	\$1,104.35
2103/23	Gawrysiak, Danielle	215 Franklin Avenue	\$816.46
1808/2	Branchburg Realty Partners	22 Maple Avenue	\$5,942.97
1809/3	Branchburg Realty Partners	90 W. Allendale Avenue	\$8,996.67
1809/14 /C0016	JDRMDBP-SM, LLC	16 Allison Court	\$2,950.65

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-76

1710/1.01 /C0232	Nabbie, Nylema	232 Orchard Park	\$2,123.60
2101/1.1804	Xin, Jian	1804 Whitney Lane	\$250.00

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

DRAFT

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-77

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

AUTHORIZE REFUND – WATER OVERPAYMENT

BE IT RESOLVED by the Mayor and Council of the Borough of Allendale that the Water Collector is hereby authorized to issue the following refund check for overpayment on the account listed below and charge same to Water Rents/Overpayments for 2020:

Account Number	Name	Amount
3111932859272	Andersen Corporation 100 4 th Ave. N. Bayport, MN 55003	\$173.69

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-78

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

**CANCELLATION OF MISCELLANEOUS
RESERVE BALANCE IN CURRENT FUND**

WHEREAS, a miscellaneous reserve balance for Revaluation remains open on the Borough's records; and

WHEREAS, this balance is no longer needed and it is necessary to formally cancel said balance;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, New Jersey, that the miscellaneous reserve balance for Revaluation in the Current Fund be cancelled as of December 31, 2019:

	Balance Cancelled <u>To Surplus</u>
Revaluation	\$13,530

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-79

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

PETTY CASH CHANGE IN MONETARY AMOUNT

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund, and,

WHEREAS, it is the desire of the Borough, of Allendale, County of Bergen that the petty cash fund for the Department of Public Works be decreased from \$250 to \$150.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, New Jersey, hereby authorizes such action and two copies of the resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-80

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

CHANGE IN CUSTODAIN OF PETTY CASH

WHEREAS, Robert Herndon was custodian of the Police Petty Cash Fund, and,

WHEREAS, in accordance with N.J.S.A. 40:5-21, the Borough of Allendale is changing custodians to George Scherb; and

WHEREAS, George Scherb is bonded in the amount of \$1,000,000 by virtue of a surety bond.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, New Jersey, hereby authorizes such action and two copies of the resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-81

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

**AUTHORIZE HIRE OF POLICE DEPARTMENT PERSONNEL
RADIO POLICE DISPATCHER, P/T, HOURLY – JON HUBER**

WHEREAS, Jon Huber was hired as a Full-Time Radio Police Dispatcher of the Allendale Police Department effective January 1, 2019; and

WHEREAS, Jon Huber has resigned as a Full-Time Radio Police Dispatcher effective February 14, 2020; and

WHEREAS, there exists a need to hire a Part-Time Hourly Radio Police Dispatcher on a per diem basis.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that Jon Huber be hired for the following position in the Allendale Police Department on a per diem basis at the corresponding hourly rate effective February 15, 2020:

Radio Police Dispatcher, P/T, Hourly	\$18.00
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I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting Municipal Clerk

**BOROUGH OF ALLENDALE
BERGEN COUNTY, NJ**

DATE: 02/13/2020

RESOLUTION# 20-82

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

**APPROVAL OF 2020 INTERLOACL SERVICE AGREEMENT
WITH BOROUGH OF WALDWICK FOR WELL CHILD
CARE SERVICES THROUGH WALDWICK WELL-BABY CLINIC**

WHEREAS, there is a need for Well Child Services in the Borough of Allendale; and,

WHEREAS, the Waldwick Board of Health is able to provide Well Child Services as mandated by the Public Health Council of the State of New Jersey; and

WHEREAS, the Waldwick Board of Health has agreed to provide Well Child Services for the 2020 Calendar year in the amount of a one-time \$125 administrative fee and a \$35 per child per visit fee and a \$20 per child fee for immunizations only, to be billed directly by the medical provider; and,

WHEREAS, the Chief Financial Officer has certified that there will be sufficient funds available in the 2020 Budget for this contract;

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 contract between the Borough of Allendale and the Waldwick Board of Health; and,

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk be and they are hereby authorized to sign said contract.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting 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 2020 Budget.

Resolution Date: February 13, 2020
Resolution Number: 20-82

Vendor: Waldwick Board of Health

Contract: Well Child Services

Account Number: 0-01-42-330-099
Amount: Not to exceed \$750


Chief Financial Officer

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

DATE: 02/13/2020

RESOLUTION# 20-83

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

**AUTHORIZE PROPOSAL – MOTT MACDONALD
ALLENDALE WATER – PFAS TREATMENT FEASIBILITY STUDY**

WHEREAS, the Borough of Allendale’s Water Department requires the services of professionals to perform a “PFAS Treatment Feasibility Study”; and

WHEREAS, Mott MacDonald has submitted a proposal for such services dated December 12, 2019; and

WHEREAS, Mott MacDonald is a water and sewer engineering firm that is duly qualified, available and interested to perform such services; and

WHEREAS, the Water, Sewer and Public Utilities Committee has reviewed the proposal and has recommended that the Governing Body accept the proposal and award a contract; and

WHEREAS, the Chief Financial Officer has attached hereto a Certification pursuant to NJAC 5:30-5.4 that adequate funds will be available to pay for the contract; and

WHEREAS, it has been determined that the value of the contract is anticipated to exceed \$17,500 in this calendar year; and

WHEREAS, Mott MacDonald has completed, submitted and filed a Business Entity Certification Disclosure which certifies that they have not made any reportable contributions to any political or candidate committee in the Borough of Allendale including Republicans for Responsible Government, Allendale Republican Club, Allendale Democratic Club, Candidates for Allendale Municipal Government, Bergen County Democratic Organization, Bergen County Republican Organization in the previous one (1) year, and that the contract will prohibit them from making any reportable contributions through the term of the contract; and

WHEREAS, Mott MacDonald has further certified they have not made a political contribution in violation of Section 197-2 of the Code of the Borough of Allendale.

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

DATE: 02/13/2020

RESOLUTION# 20-83

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that it does hereby award a contract to Mott MacDonald, 111 Wood Avenue South, Iselin, New Jersey 08830-4112 in the amount of \$59,500.00 for the “PFAS Treatment Feasibility Study”; and

BE IT FURTHER RESOLVED that the Mayor and Acting Municipal Clerk are authorized to sign the proposal or an appropriate agreement to reflect these services; and

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

BE IT FURTHER RESOLVED that the aforesaid appointment was made without competitive bidding under the provisions of NJSA 40A:11-5(1)(a) which excepts from competitive bidding professional services rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law; and

BE IT FURTHER RESOLVED that the Business Entity Certification Disclosure and Determination of Vale be placed on file with this Resolution; and

BE IT FURTHER RESOLVED that a copy of this Resolution be filed in the Office of the Municipal Clerk and made available for inspection and that a brief notice of the passage thereof be published in The Record within ten days of the passage as required by law.

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on February 13, 2020.

Michelle Ryan
Acting 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 2020 Budget.

Resolution Date: February 13, 2020

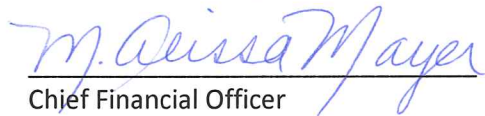
Resolution Number: 20-83

Vendor: Mott MacDonald
111 Wood Avenue South
Iselin, NJ 08830

Contract: PFAS Treatment Feasibility Study

Account Number: 0-05-44-900-001

Amount: \$59,500


Chief Financial Officer