

Mayor and Council of the Borough of Allendale  
Regular Session Meeting Minutes  
September 24, 2020

PRESENT: Mayor Ari Bernstein  
(in person)

PRESENT: Councilmembers Liz Homan, Edward O’Connell, Matthew O’Toole, Steve Sasso,  
Jim Strauch, and Amy Wilczynski  
(via teleconference)

ABSENT: None

ALSO PRESENT: Borough Attorney Raymond Wiss  
(in person) Acting Municipal Clerk Michelle Ryan

A 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, NJ on September 24, 2020. However, due to the COVID-19 pandemic, access to the public was provided via GoToMeeting video and teleconferencing only, with adequate notice of same posted for public viewing. The meeting was called to order at 8:01p.m. by Mayor Bernstein who reminded the public to mute their devices so as not to distract from the business at hand. Mayor Bernstein advised the public that they would have several opportunities at appropriate times throughout this meeting to be heard.

Mayor Bernstein asked that the Acting 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, published in The Record within the first 10 days of the New Year, and copies are sent to The Ridgewood News and Star Ledger.”

The Mayor led those present in a salute to the flag.

**Approval of Minutes:**

Motion by Councilwoman Wilczynski, second by Councilwoman Homan, that the Minutes of the August 13<sup>th</sup> Work and Regular Sessions, August 27<sup>th</sup> Work Session as amended and Regular Session, and September 10<sup>th</sup> Work and Regular Sessions as amended, be and is hereby approved.

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

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	aye
Councilman O’Toole:	aye	Councilwoman Wilczynski:	aye

**Public Comment on Agenda Items Only:**

Kristen Tsarnas, 74 Heights Road, sought clarification on Resolution 20-222. Ms. Ryan confirmed it was not related to the streetscape project. She advised that the Borough Engineer had identified some areas in need of curbing and/or repair throughout town and that this resolution would allow the Borough to proceed with soliciting vendors to perform this as-needed work.

Walter Widmer, 38 Hamiton Street, applauded Councilwoman Homan on her work with the plastic bag ban.

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No other public came forward for comment.

**Public Hearing for Advertised Ordinances:**

The Acting Municipal Clerk read into the record:

The following ordinance published herewith was first read by title only on September 10, 2020 and posted on the bulletin board of the lobby of the municipal building and borough website.

**ORDINANCE 20-14** – AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE ARTICLE VII, APPENDIX A276-36 OF THE BYLAWS OF BOROUGH COUNCIL OF THE BOROUGH OF ALLENDALE ENTITLED “SIGNING OF CHECKS”

**ORDINANCE 20-15** – 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.

**Public Comments on Ordinance 20-14 and 20-15:**

No one came forward.

Motion by Councilwoman Wilczynski, second by Councilman O’Toole, that Ordinances 20-14 and 20-15 be passed on second and final reading and are hereby adopted and notice of same shall be published according to law.

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

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	absent*
Councilman O’Toole:	aye	Councilwoman Wilczynski:	aye

(See Ordinance 20-14 and 20-15 attached and made a part hereof.)

\*Due to technical difficulties, Councilman Strauch had to log off the meeting during this vote.

**Unfinished Business:**

There was no unfinished business.

**New Business:**

Councilman O’Toole gave an update on the Mayor and Council Technology Reimbursement Policy. “In order for the Municipality to provide our community with the highest quality services at the lowest possible cost, this administration will continue to make the safe, secure and efficient use of technology a high priority. Now, more than ever, technology is not only an integral part of doing

business, it has often become the only way to do so, effectively and safely. To meet and exceed our goals, the Governing Body will encourage each of its members to purchase the necessary technology

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equipment and software to perform their duties. The Governing Body will encourage each member to choose the technology components that they're most comfortable with. To reduce the financial burden, the Governing Body believes it is reasonable that the boroughs support each member by sharing the cost of the technology necessary to satisfy the requirements of their role. As such, the Council will establish a policy to reimburse the Mayor up to \$2,000 and each Council member up to \$1,500 for related purchases, during their respective elected term. Each Member of the Governing Body will provide receipts for whatever technology they deem necessary. The item(s) must be purchased during their term (not previously).”

***Committee Reports and Comments:***

Reports of Councilmembers O’Connell, Sasso, and Homan were provided during the Work Session.

**Councilwoman Wilczynski – Facilities, Parks and Recreation**

Councilwoman Wilczynski reported on a meeting with Hampshire to work on the financial (PILOT) agreement for the warehouse portion of 220/230 with more meetings anticipated. Once that is finalized, work on the residential financial agreement will commence. Remediation digging ended today and soil samples are being sent out. When results return from the lab, remediation will be able to be completed, which should be in about two weeks, and at that point, the focus will move towards the closing. The Councilwoman advised that next Tuesday, there will be an onsite meeting with Hampshire to review property lines and the cap for remediation. There will also be a meeting tomorrow to review the initial plans, budget, and identify any tweaks that need to be made. Then, a meeting with the Vision Committee will be scheduled. Councilwoman Wilczynski stated that everything is still on target to have plans before the Land Use Board at their October 21<sup>st</sup> meeting. A post-season meeting to discuss Crestwood Lake will be scheduled next week. She also provided updates on progress of the new playground, which is expected to be completed by the end of the year, as well as the streetscape project, which has started phase one with removal of the sidewalks and trees. She gave a history of the need to replace these and how the DOT grants, designated specifically for streetscape projects, allowed the Borough to make these upgrades. Councilwoman Wilczynski complimented Councilwoman Homan on her work with the water committee and encouraged residents to attend future Water Committee Meetings. On a somber note, the Councilwoman announced the passing of Allendale resident Bob Pash and expressed condolences on behalf of the Borough. Mr. Pash was a great volunteer in Allendale with over 15 years on ARC including being President. Bob’s wife was a councilwoman who Councilwoman Wilczynski had the privilege of serving with. She concluded by discussing the challenges going forward with recycling.

***Consent Agenda:***

- A. **20-210**/Approve Bill List
- B. **20-211**/Authorize Refunds Per Lease Agreements - Intersection Improvements of Hillside and West Crescent Avenues – Block 1604, Lot 17 (5 Hillside Avenue) & Block 1001, Lot 1 (4 Hillside Avenue)
- C. **20-212**/Certify Annual Report of Audit – Fiscal Year Ending December 31, 2019
- D. **20-213**/Approve Corrective Action Plan - Report of Audit for Fiscal Year Ending December 31, 2019
- E. **20-214**/Approve Contract – Two Special Law Enforcement Officers at Northern Highlands High School – Northern Highlands Board of Education
- F. **20-215**/Approve Temporary Waiver of Limitations on Number of Garage Sale Licenses – 79 East Crescent Avenue

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- G. **20-216**/Authorize Refund – Water Overpayment – Paluzzi
- H. **20-217**/Authorize Amendment to Number of Required Signatories for Withdrawal of Borough Funds
- I. **20-218**/Authorize Bergen County CARES Act Municipality Reimbursement Agreement
- J. **20-219**/Ratify Proposed Bergen County Municipal Joint Insurance Fund Bylaw Amendment
- K. **20-220**/Award Contract – Crescent Meadow Drainage Refurbishment Project – ONQUE Technologies, Inc.
- L. **20-221**/Authorize 2020 – 2021 ABC Liquor License Renewal – Acme Markets
- M. **20-222**/Authorize Solicitation of Proposals – Hot Mix Asphalt Curb
- N. **20-223**/Authorize Advertisement and Receipt of Bids – Solid Waste Collection and Disposal
- O. **20-224**/Appoint Director of Communications – John Gil

Motion by Councilman O’Toole, second by Councilwoman Homan that the Consent Agenda be and is hereby approved.

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

Councilwoman Homan:	aye	Councilman Sasso:	aye
Councilman O’Connell:	aye	Councilman Strauch:	aye
Councilman O’Toole:	aye	Councilwoman Wilczynski:	aye

***Committee Reports and Comments (Continued):***

**Councilman O’Toole** – Administration, Finance and Human Resources

Councilman O’Toole advised that tonight’s committee meeting was postponed until next week. With an extensive agenda, he will have a full report at the next Council meeting. Councilwoman Homan thanked the O’Toole for his work on the Mayor and Council Technology Reimbursement Policy.

**Councilman Strauch** – Public Works

Due to audio issues, Councilman Strauch was unable to give a committee report.

***Mayor’s Report:***

Mayor Bernstein gave the following address to the public:

COVID-19 is still out there. Allendale remains one of the lower affected communities in Bergen County due in large part to the vigilance of everyone wearing masks, social distancing, and following the guidelines. On behalf of all of us thank you Allendale residents! Bergen County and Bergen New Bridge Medical Center have partnered to provide Regional Community Mobile COVID-19 Testing. Residents of Allendale can go to 1 Erie Plaza in Ramsey on Wednesday, September 30th between 9am and 2:30pm to get tested. This is a saliva test for those with and also without symptoms. There will also be a limited number of flu shots administered. Go to the Borough’s Facebook page – AllendaleNJBorough – for more information.

It is a busy time in Allendale with the streetscape project, paving project, Orange & Rockland’s “System Reliability Project”, and several others that we are working on and hope to start soon. I want to take this opportunity to recognize the teamwork of Ron Kistner and the DPW, Chief Scherb

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and the Police Department, Borough Engineer Mike Vreeland, and all our Governing Body members for their outstanding collaboration to coordinate all of these things. These projects don't just happen on their own and require collective effort and cooperation behind the scenes for these projects to run smoothly and have the least impact on the residents. Liz said something in her report, which, resonated with me. We all are united in making decisions we think are best for Allendale, decisions of how to least impact residents. You can speak to each councilmember, decisions are not made in a vacuum. We figure out how to get the most done, how to keep it affordable with the least impact on the residents. Thank you everyone for your collective efforts.

This is the final week of the 2020 Census. The last day to complete your it is Wednesday, September 30th. Go to [2020census.gov](https://2020census.gov) to fill it out now. We are counting on you, pun intended!

We are getting many calls on the General Election, this election will be like no other. The Borough will be as informative as possible and distribute as much information out there to answer all your questions in regards to the election. If you have any questions call Borough Hall.

The Chamber of Commerce has made the difficult decision to postpone 2020 Festival Day until 2021. Though we are all very disappointed, as they are, we very much look forward to 2021's event that promises to be the best yet! Thank you to the Chamber for their prudence.

**Staff Report:**

Mr. Wiss, Borough Attorney, reported his work on 220/230 ancillary agreements as well as with Mr. Kistner on personnel matters, with the Clerk's Office on ordinances, resolutions, and OPRA's and attended meetings with union representatives for ongoing contract negotiations.

Ms. Ryan, Acting Municipal Clerk, advised that many calls are being received regarding the General Election. The Bergen County Clerk's Office notified the Borough that Allendale's Vote-by-Mail ballots have been mailed. Active voters who do not receive a ballot by October 1<sup>st</sup> should contact the County Clerk's Office, the phone number is on the borough website. Ms. Ryan thanked John Gil and Tatiana Marquis for their work on the Voter's Election Guide, which is available on the website, social media and will be sent out on Constant Contact. She reminded that the last day to register to vote in this General Election is October 13<sup>th</sup>. Applications can be made online at [njelections.org](https://njelections.org) and the Allendale Clerk's Office will be open until 9pm to accept voter registration forms.

Alissa Mayer, CFO, announced final tax bills were sent out and are due November 1<sup>st</sup>, with a grace period until November 10<sup>th</sup>.

**Public Comment on any issue:**

Kristen Tsarnas, 74 Heights Road, asked Councilwoman Wilczynski about the timing of the project and inquired if the Borough was in danger of losing the Streetscape grant. The Councilwoman informed Ms. Tsarnas that there was no danger of losing the grant, but it was important to get the project started. Mayor Bernstein stated that the Borough confirmed with the State, prior to commencing the project, that the earmarked money was still available and that there were no delays with payments due to the pandemic.

No other public came forward to comment.

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***Adjournment:***

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, with second by Councilwoman Wilczynski, and unanimously carried, the meeting was adjourned at 8:33p.m.

Respectfully submitted

Michelle Ryan  
Acting Municipal Clerk

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

**ORDINANCE 20-14**

**AN ORDINANCE TO AMEND, SUPPLEMENT AND REVISE ARTICLE VII,  
APPENDIX A276-36 OF THE BYLAWS OF BOROUGH COUNCIL OF THE  
BOROUGH OF ALLENDALE ENTITLED "SIGNING OF CHECKS"**

**BE IT ORDAINED** by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey that Article VII, Appendix A276-36 of the Bylaws of Borough Council of the Borough of Allendale, entitled "Signing of Checks", be and hereby is amended, supplemented and revised in its entirety to read as follows:

§ A276-36 **Signing of checks.**


The corresponding vouchers shall accompany all checks drawn in payment thereof when said checks are presented for signature in accordance with N.J.S.A. 4A:5-17b2.

**BE IT FURTHER ORDAINED** that, except as modified herein, all other provisions of Appendix A276 shall remain in full force and effect as previously adopted.

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O'Connell			✓			
O'Toole		✓	✓			
Sasso			✓			
Strauch			✓			
Wilczynski	✓		✓			
Bernstein						

I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on September 24, 2020

  
\_\_\_\_\_  
Mayor Ari Bernstein

  
\_\_\_\_\_  
Michelle Ryan  
Acting Municipal Clerk

**BOROUGH OF ALLENDALE  
SALARY ORDINANCE – 2020  
ORDINANCE 20-15**

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:

TITLE	MINIMUM	MAXIMUM
Director of Communications, Full-Time	\$40,000	\$45,000

All other provisions of the 2020 Salary Ordinance, if not amended herein, shall remain in full force and effect.

This ordinance shall take effect upon passage and publication as required by law.

	Motion	Second	Yea	Nay	Absent	Abstain
Homan			✓			
O'Connell			✓			
O'Toole		✓	✓			
Sasso			✓			
Strauch			✓			
Wilczynski	✓		✓			
Bernstein						

I hereby certify the above to be a true copy of an Ordinance adopted by the Governing Body of the Borough of Allendale on September 24, 2020



Michelle Ryan  
Acting Municipal Clerk



Mayor Ari Bernstein



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

**DATE: 09/10/2020**

**RESOLUTION# 20-210**

Council	Motion	Second	Yes	No	Abstain	Absent
<b>Homan</b>		✓	✓			
<b>O'Connell</b>			✓			
<b>O'Toole</b>	✓		✓			
<b>Sasso</b>			✓			
<b>Strauch</b>			✓			
<b>Wilczynski</b>			✓			
<b>Mayor Bernstein</b>	---	---				

**APPROVAL OF 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 September 24, 2020 in the amounts of:

<b>Bill List Numbers</b>	<b>September 24, 2020</b>
Current Fund	\$1,492,483.18
Payroll Account	\$199,231.47
General Capital	\$5,475.00
Animal Fund	\$0.00
Grant Fund	\$0.00
COAH/Housing Trust	\$484.00
Improvement & Beautification	\$0.00
Unemployment Fund	\$0.00
Trust Fund	\$574.98
Water Operating	\$171,745.78
Water Capital	\$0.00
 <b>Total</b>	 <b>\$1,869,994.41</b>

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on September 24, 2020.

  
 \_\_\_\_\_  
 Michelle Ryan  
 Acting Municipal Clerk



**BOROUGH OF ALLENDALE**  
500 West Crescent Avenue, Allendale, NJ 07401-1792

OFFICE OF TAX COLLECTOR  
OFFICE OF CHIEF FINANCIAL OFFICER

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 September 24, 2020

M. Alissa Mayer

M. Alissa Mayer, CMFO  
Chief Financial Officer

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

**DATE: 09/24/2020**

**RESOLUTION# 20-211**

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


**AUTHORIZATION OF REFUNDS PER  
LEASE AGREEMENTS FOR INTERSECTION IMPROVEMENTS –  
BLOCK 1604, LOT 17 (5 HILLSIDE AVE) & BLOCK 1001, LOT 1 (4 HILLSIDE AVE)**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale that the Chief Financial Officer is hereby authorized to issue the following checks in connection with the Lease Agreements pertaining to Intersection Improvements of Hillside and West Crescent Avenue as follows:

Block 1604 Lot 17 Merchant, John and Teresa	\$567.08
Block 1001 Lot 1 Thompson, James H. and Frances	\$547.32

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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 September 24, 2020.

  
 \_\_\_\_\_  
 Michelle Ryan  
 Acting Municipal Clerk

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

**DATE: 09/24/2020**

**RESOLUTION# 20-212**

Council	Motion	Second	Yes	No	Abstain	Absent
<b>Homan</b>		✓	✓			
<b>O'Connell</b>			✓			
<b>O'Toole</b>	✓		✓			
<b>Sasso</b>			✓			
<b>Strauch</b>			✓			
<b>Wilczynski</b>			✓			
<b>Mayor Bernstein</b>	---	---				

**REVIEW AND CERTIFICATION OF ANNUAL REPORT OF AUDIT FOR THE  
FISCAL YEAR ENDING DECEMBER 31, 2019**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and,

**WHEREAS**, the Annual Report of Audit for the year 2019 has been filed by a Registered Municipal Accountant with the Municipal Clerk as per the requirements of N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

**WHEREAS**, the Local Finance Board of the State of New Jersey is authorized to prescribe reports pertaining to the local fiscal affairs, as per R.S. 52:27BB-334; and,

**WHEREAS**, the Local Finance Board has promulgated NJAC 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, at a minimum, the sections of the annual audit entitled "Comments and Recommendations"; and,

**WHEREAS**, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled "Comments and Recommendations", as evidenced by the group affidavit form of the governing body attached hereto; and,

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to NJAC 5:30-6.5; and,

**WHEREAS**, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board; and,

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52 – to wit:

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

**DATE: 09/24/2020**

**RESOLUTION# 20-212**

R.S. 52:27BB-52 – “A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.”

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Allendale, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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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 September 24, 2020.



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Michelle Ryan  
Acting Municipal Clerk

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT  
GROUP AFFIDAVIT FORM  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF *BERGEN*

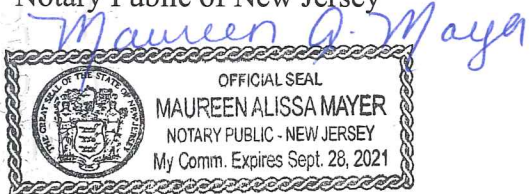
We, members of the governing body of the *Borough of Allendale*, in the County of *Bergen*, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the *Mayor and Council* of the *Borough of Allendale* in the county of *Bergen*;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year *2019*;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.) <u><i>Amy Rudy</i></u>	(L.S.) <u><i>E O Cull</i></u>
(L.S.) _____	(L.S.) _____
(L.S.) <u><i>[Signature]</i></u>	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____

Sworn to and subscribed before me this *24* day of *September*

Notary Public of New Jersey



*Michelle [Signature]*  
Clerk

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The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.


**IMPORTANT:** This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

**CERTIFICATION OF GOVERNING BODY OF THE ANNUAL AUDIT  
GROUP AFFIDAVIT FORM  
NO PHOTO COPIES OF SIGNATURES**

STATE OF NEW JERSEY  
COUNTY OF *BERGEN*

We, members of the governing body of the *Borough of Allendale*, in the County of *Bergen*, being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the *Mayor and Council* of the *Borough of Allendale* in the county of *Bergen*;
2. In the performance of our duties, and pursuant to N.J.A.C. 5:30-6.5, we have familiarized ourselves with the contents of the Annual Municipal Audit filed with the Clerk pursuant to N.J.S.A. 40A:5-6 for the year *2019*;
3. We certify that we have personally reviewed and are familiar with, as a minimum, the sections of the Annual Report of Audit entitled "Comments and Recommendations."

(L.S.)		(L.S.)	<i>Elizabeth Hanna</i>
(L.S.)	_____	(L.S.)	<i>Steph...</i>
(L.S.)	_____	(L.S.)	_____
(L.S.)	_____	(L.S.)	_____
(L.S.)	_____	(L.S.)	_____

Sworn to and subscribed before me this

24 day of September

Notary Public of New Jersey

*Maureen A. Mayer*

*Michelle...*  
Clerk



The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

**IMPORTANT:** This certificate must be sent to the Bureau of Financial Regulation and Assistance, Division of Local Government Services, P.O. Box 803, Trenton, New Jersey 08625.

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

DATE: 09/24/2020

RESOLUTION# 20-213

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

**APPROVAL OF CORRECTIVE ACTION PLAN –  
REPORT OF AUDIT FOR FISCAL YEAR ENDING DECEMBER 31, 2019**

**WHEREAS**, the Division of Local Government Services requires the Chief Financial Officer to file a “Corrective Action Plan” outlining the actions to be taken relative to the findings and recommendations in the annual audit report; and


**WHEREAS**, the “Corrective Action Plan” shall be prepared by the Chief Financial Officer with the assistance of the departments affected by the audit finding and recommendations, and

**WHEREAS**, the Governing Body is required by resolution, to approve said “Corrective Action Plan” and shall be placed on file and made available for public inspection in the Office of the Municipal Clerk.

**NOW, THEREFORE BE IT RESOLVED** that the Governing Body of the Borough of Allendale hereby approves the “Corrective Action Plan” for the fiscal year 2019 Audit Report submitted by the Chief Financial Officer.

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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 September 24, 2020.

  
Michelle Ryan  
Acting Municipal Clerk



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

DATE: 09/24/2020

RESOLUTION# 20-214

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

**APPROVAL OF 2020/2021 CONTRACT FOR TWO CLASS III SPECIAL LAW  
ENFORCEMENT OFFICERS AT NORTHERN HIGHLANDS HIGH SCHOOL**

**WHEREAS**, the Mayor and Council of the Borough of Allendale (“Allendale”) has determined that it is in the best interests of Allendale, Northern Highlands Regional Board of Education (“Board”), and the community at large, to provide for the appointment of two (2) Class III Special Law Enforcement Officers (“SLEOs”) at Northern Highlands Regional High School for the 2020/21 school year; and

**WHEREAS**, the Public Safety Committee on behalf of Allendale and representatives on behalf of the Board have agreed upon terms for appointment of two SLEOs for the 2020/21 school year and wish to memorialize same; and

**WHEREAS**, Board has advised Allendale that it has sufficient funding to provide for the establishment of such positions in accordance with the written agreement referenced herein, subject to subsequent authorization and appointment by Allendale; and

**WHEREAS**, Allendale, by adoption of this Resolution, authorizes the approval of said agreement, subject to written agreement and appointment resolution by Board regarding same.

**NOW THEREFORE BE IT RESOLVED** by the Governing Body of the Borough of Allendale that it authorizes and approves a contract with the Northern Highlands Regional Board of Education for two (2) Class III Special Law Enforcement Officers at Northern Highlands Regional High School for the 2020/21 school year, subject to written agreement and appointment resolution by Board regarding same; and

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

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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 September 24, 2020.



Michelle Ryan  
Acting Municipal Clerk

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

DATE: 09/24/2020

RESOLUTION# 20-215

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

**APPROVAL OF TEMPORARY WAIVER OF LIMITATION ON NUMBER OF  
GARAGE SALE LICENSES – 79 EAST CRESCENT AVENUE**

**BE IT RESOLVED** by the Governing Body of the Borough of Allendale that it hereby authorizes a temporary waiver from Section 134-2E of the Borough Code, in response to social distancing and gathering restrictions necessary during the COVID-19 pandemic, so as to allow for an additional two Garage Sale Licenses to be issued at 79 East Crescent Avenue on October 3, 2020 and October 10, 2020; and

**BE IT FURTHER RESOLVED** that the property owner must comply with all other provisions of Chapter 134 of the Borough Code pertaining to Garage Sales as well as the recommendations of the Allendale Police Department.

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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 September 24, 2020.



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Michelle Ryan  
Acting Municipal Clerk

**BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

DATE: 09/24/2020

RESOLUTION# 20-216

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
3113474329523	DONALD PALUZZI 14829 PINNACLE PLACE NAPLES, FL 34119	\$94.17

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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 September 24, 2020.



Michelle Ryan  
Acting Municipal Clerk

**BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

DATE: 09/24/2020

RESOLUTION# 20-217

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

**AUTHORIZE AMENDMENT TO NUMBER OF SIGNATORIES  
REQUIRED FOR WITHDRAWAL OF BOROUGH FUNDS**

**WHEREAS**, the Governing Body of the Borough of Allendale designated check signatories via Resolution 20-16 on January 6, 2020; and

**WHEREAS**, upon the recommendation of Borough Auditor Paul Lerch, the Governing Body wishes to increase the number of signatures required on all checks issued from two to three.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Allendale that it hereby approves the requirement of three signatures for withdrawal of Borough of Allendale funds, including one electronic signature, in accordance with state statutes; and

**BE IT FURTHER RESOLVED** that all other provisions of Resolution 20-16 be and hereby remain in effect.

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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 September 24, 2020.



Michelle Ryan  
Acting Municipal Clerk

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

**DATE: 09/24/2020**

**RESOLUTION# 20-218**

Council	Motion	Second	Yes	No	Abstain	Absent
<b>Homan</b>		✓	✓			
<b>O'Connell</b>			✓			
<b>O'Toole</b>	✓		✓			
<b>Sasso</b>			✓			
<b>Strauch</b>			✓			
<b>Wilczynski</b>			✓			
<b>Mayor Bernstein</b>	---	---				

**AUTHORIZE BERGEN COUNTY CARES ACT  
MUNICIPALITY REIMBURSEMENT AGREEMENT**

**WHEREAS**, on March 27, 2020 the Coronavirus Aid Relief and Economic Security Act (the "CARES Act") was enacted, among other purposes, to provide ready funding to address unforeseen financial needs and risks created by the COVID-19 public health emergency and to combat the economic damage caused to states, counties and municipalities because of COVID-19; and

**WHEREAS**, Bergen County ("County") has received CARES Act funds from the United States Treasury (the "Stimulus Funds") to be used to reimburse specific COVID-19 related expenditures within the County due to economic damage and hardship caused by COVID-19;

**WHEREAS**, the County, as the recipient of the Stimulus Funds, has the responsibility to disburse the Stimulus Funds to eligible recipients in accordance with the terms and provisions of the CARES Act and any guidelines or regulations issued by United States government or any of its agencies and/or departments;

**WHEREAS**, the County seeks to provide municipalities within the County access to Stimulus Funds for COVID-19 related expenditures on a reimbursement basis in order to alleviate a degree of the economic damage and hardship caused by COVID-19; and

**WHEREAS**, the County has the responsibility to establish a reasonable process for the acceptance of an application by a municipality for an eligible reimbursement from the Stimulus Funds, and has proffered an agreement ("Reimbursement Agreement"), herein referenced, for acceptance and execution by a municipality seeking reimbursement from the Stimulus Funds; and

**WHEREAS**, the Borough of Allendale wishes to avail itself of applying to the County for eligible reimbursement(s) from the Stimulus Funds.

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

**DATE: 09/24/2020**

**RESOLUTION# 20-218**


**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby approves and accepts the Reimbursement Agreement; and

**BE IT FURTHER RESOLVED** that the Mayor and Acting Municipal Clerk are hereby authorized to execute the Reimbursement Agreement, subject to Borough Attorney review; and

**BE IT FURTHER RESOLVED** that the Administrative Officer and Chief Financial Officer are authorized to apply on behalf of the Borough of Allendale for eligible reimbursement(s) from the Stimulus Funds pursuant to the Reimbursement Agreement and the process established by the County in conjunction with said agreement and the CARES Act.

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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 September 24, 2020.



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Michelle Ryan  
Acting Municipal Clerk

**BOROUGH OF ALLENDALE  
BERGEN COUNTY, NJ**

DATE: 09/24/2020

RESOLUTION# 20-219

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

**RESOLUTION IN SUPPORT OF PROPOSED AMENDMENT TO THE BYLAWS OF  
THE BERGEN COUNTY MUNICIPAL JOINT INSURANCE FUND**

**WHEREAS**, the Borough of Allendale is a member of the Bergen County Municipal Joint Insurance Fund, hereinafter the "FUND"; and

**WHEREAS**, recent changes were made to the fund's bylaws; and

**WHEREAS**, after a public hearing conducted on March 19, 2020, the Executive Committee of the Fund distributed the proposed bylaw amendment to the membership for their consideration; and

**WHEREAS**, these revised bylaws must be ratified by at least three fourths of the member towns before they can become effective.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Allendale that the revised bylaws are hereby ratified.

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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 September 24, 2020.



Michelle Ryan  
Acting Municipal Clerk

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

DATE: 09/24/2020

RESOLUTION# 20-220

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

**AWARD CONTRACT FOR CRESCENT MEADOW DRAINAGE  
REFURBISHMENT PROJECT – ONQUE TECHNOLOGIES, INC.**

**WHEREAS**, proposals for the Crescent Meadow Drainage Refurbishment project were solicited through the Fair and Open Process on April 21, 2020; and

**WHEREAS**, ONQUE Technologies, Inc. submitted a proposal; and

**WHEREAS**, after review, Borough Engineer Michael Vreeland recommended that ONQUE Technologies, Inc. be awarded the contract as the lowest, responsible respondent; and

**WHEREAS**, in March 2020, Governor Murphy declared both a State of Emergency and Public Health Emergency in response to the COVID-19 pandemic; and

**WHEREAS**, restrictions were placed upon citizens and businesses in an effort to stem the spread of the virus, which negatively impacted the economy; and

**WHEREAS**, ONQUE Technologies, Inc., as the lowest, responsible respondent, agreed to hold the pricing contained in their proposal until such time the Borough of Allendale ascertained this necessary and worthwhile project could proceed.

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Allendale that it does hereby award a contract for the “Crescent Meadow Drainage Refurbishment” project to ONQUE Technologies, Inc., 297-146 Kinderkamack Road, Suite 101, Oradell, New Jersey 07649 in the amount of \$10,800.00 on such terms and conditions as set forth in the proposal and a contract to be prepared as are acceptable to the Borough and Borough Counsel; and

**BE IT FURTHER RESOLVED** that the Mayor and Acting Municipal Clerk are authorized to sign such contract following legal review and approval.

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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 September 24, 2020.

Michelle Ryan  
Acting Municipal Clerk



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

DATE: 09/24/2020

RESOLUTION# 20-221

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

**AUTHORIZE RENEWAL OF ABC LIQUOR LICENSES FOR 2020-2021**

**WHEREAS**, all Plenary Retail Consumption, Retail Distribution, Limited Distribution and Club Licenses will expire on September 30, 2020; and,


**WHEREAS**, the following applicants have complied with the provisions of the Act of the Legislature entitled, "An Act Concerning Alcoholic Beverages", being Chapter 436 of the Laws of 1933, its supplements and amendments, and with the Rules and Regulations issued or to be promulgated by the State Commissioner of Alcoholic Beverage Control applicable.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that the Borough Clerk be and is hereby authorized to issue licenses to expire June 30, 2021, to the following:

PLENARY RETAIL DISTRIBUTION LICENSES - \$2,500.00

<u>LICENSE#</u>	<u>LICENSEE</u>	<u>LICENSED PREMISES</u>
0201-44-005-004	Acme Markets, Inc. t/a Acme 250 Parkcenter Boulevard PO Box 20 Boise, ID 83726	Pocket

I hereby certify the above to be a true copy of a Resolution adopted by the Governing Body of the Borough of Allendale on September 24, 2020.

  
Michelle Ryan  
Acting Borough Clerk

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

DATE: 09/24/2020

RESOLUTION# 20-222

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

**AUTHORIZATION TO SOLICIT PROPOSALS FOR HOT MIX ASPHALT CURB**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby authorizes the Acting Municipal Clerk to solicit proposals for hot mix curb.

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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 September 24, 2020.



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Michelle Ryan  
Acting Borough Clerk

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

DATE: 09/24/2020

RESOLUTION# 20-223

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

**AUTHORIZATION TO ADVERTISE BIDS FOR  
SOLID WASTE COLLECTION AND DISPOSAL**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Allendale, County of Bergen, State of New Jersey that it hereby authorizes the Acting Municipal Clerk to advertise and receive bids for Solid Waste Collection and Disposal.

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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 September 24, 2020.



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Michelle Ryan  
Acting Borough Clerk

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

DATE: 09/24/2020

RESOLUTION# 20-224

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

**APPOINTMENT OF DIRECTOR OF COMMUNICATIONS – JOHN GIL**

**WHEREAS**, John Gil was appointed as Interim Executive Assistant to the Director of Operations via Resolution 20-209 on September 10, 2020; and

**WHEREAS**, the Governing Body wishes to amend his title.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Allendale that the appointment of John Gil as Director of Communications, a full-time salaried position, be and hereby is ratified effective October 1, 2020; and,

**BE IT FURTHER RESOLVED** that the annual salary for said position shall be \$42,000, pro-rated from the date of commencement of employment; and,

**BE IT FURTHER RESOLVED** that the aforesaid compensation for the position of Director of Communications shall be set forth in the annual salary ordinance and implementing resolutions adopted from year to year; and,

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

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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 September 24, 2020.



Michelle Ryan  
Acting Municipal Clerk