

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
February 15, 2018

PRESENT: Mayor Elizabeth White and Council members Ari Bernstein, Liz Homan, Edward O'Connell, Steve Sasso, and Jim Strauch

ABSENT: Council member Amy Wilczynski

ALSO PRESENT: Borough Attorney Ray Wiss  
Municipal Clerk Anne Dodd

A Work 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 February 15, 2018. The meeting was called to order at 6:36 p.m. by Mayor White who asked that the Municipal Clerk read the open public meetings statement:

"In compliance with the Open Public Meetings Act, the notice requirements have been satisfied. The meeting dates for the year are confirmed at the Annual Meeting, are posted on the public bulletin board in the Municipal Building, published in the Record within the first 10 days of the New Year, and copies are sent to the Ridgewood News and Star Ledger. Notice of this meeting by the February 13, 2018 Sunshine Notice was sent to the Record, the Ridgewood News, and Star Ledger and has been posted on the public bulletin board in the Municipal Building and Borough website."

***Closed Session:***

Mayor White read into the record Resolution 18-70.

BE IT RESOLVED in compliance with N.J.S.A. 10:4-12, the Mayor and Council of the Borough of Allendale entered into Closed Executive Session to discuss the following matters:

- A. Pending & Prospective Litigation
  - 1. COAH Litigation Update/Contract Negotiations

Minutes will be taken of the meeting and released to the public at the time that the matter is resolved. After Closed Executive Session, the Mayor and Council will reconvene in the Council Chambers to resume this work session.

On a motion from Councilwoman Homan, seconded by Councilman Strauch, and all present voting in favor, the meeting was recessed to the Closed Executive Session in the Council Chambers 6:38 p.m.

The Work Session resumed at 7:30 p.m.

***Public Comment:***

No one came forward.

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**Administration**

A. Bond Anticipation Note Sale – Determination & Award Certificate

Mayor White explained that a note sale was held for Orchard Commons Park, noting that a Determination and Award Certificate in the amount of \$1,073,000 was included in the agenda materials. She advised that they received a rate of 2.5% which she commented was a little higher than was hoped but was most likely due to the amount of the note.

(See Determination & Award Certificate, attached and made a part hereof.)

B. Agenda Review

Mayor White reviewed the Regular Session agenda. She advised that the January 25<sup>th</sup> Work and Regular Session Minutes are listed for approval.

With respect to the ordinances that are scheduled for adoption, Councilman Sasso explained that Ordinance 18-04 eliminates the need to obtain a variance when applying for a building permit if there is a preexisting, nonconforming condition provided that the work being done does not exacerbate this condition. Due to the Fair Share housing settlement, there was a need to look at the D-1 zone. While looking at this zone, the Land Use Committee looked at other issues that were in need of addressing. As there are currently warehouses existing in the D-1 zone and municipalities are encouraged to update their code to bring nonconforming uses into compliance, Ordinance 18-05 adds warehouse facilities as a permitted use within the D-1 zone.

Mayor White noted that both ordinances went before the Land Use Board for review and recommendation as to consistency with the Master Plan and a letter was received confirming that they did find said ordinances to be consistent. She further explained that any uses not specified within the code are not permitted within this zone.

Mayor White advised that Ordinance 18-06, listed for introduction this evening, amends the construction fees to add additional fees that were omitted previously. With respect to Ordinance 18-07, also listed for introduction, she explained this ordinance amends the zoning fees to ensure that they are accurate and in line with the Borough's permitting program and the State.

Mayor White then reviewed the Consent Agenda. She highlighted Resolution #18-72, explaining that this resolution authorizes the receipt of bids for Donny Brook Drive which is being resurfaced through a NJ DOT grant of \$150,000. She noted that Mike Vreeland, Borough Engineer, has spent a lot of time preparing the plans and it is hoped that this project will be completed in early spring. With respect to Resolution #18-73, she noted that the building permit fees for Calvary Lutheran Church are being waived as has been past practice for houses of worship. Resolution #18-74 waives the building permit fees for Eastern Christian Children's Retreat as they are demolishing the building located at 220 West Crescent Avenue and rebuilding a five-bedroom group home. Mayor White noted that these five rooms will contribute to the Borough's affordable housing obligation.

Councilwoman Homan inquired whether this property can be used by the Fire Department for practice drills. Mayor White advised that she would contact Jayne Press of Eastern Christian to discuss this possibility.

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In regard to Resolution #18-75, Mayor White advised that although in previous years the paving program was bid through the Ramsey Coop, it was decided that the Borough would go out to bid as the Borough's quantities are large enough and lower prices may be received.

Borough Attorney Wiss explained that Resolution #18-77 authorizes a lease modification which will allow the tenant to remain in possession of the premises located at 220 West Crescent Avenue from May 1<sup>st</sup> through December 31<sup>st</sup> as the Borough plans for the future of this building.

Mayor White noted that the Borough will receive \$80,000 through this lease over the course of those months.

Councilman Sasso expressed his belief that the date for Festival Day is incorrect. It was confirmed that the date should be October 8<sup>th</sup> and Resolution #18-79 will be amended accordingly.

With respect to Resolution #18-81, Mayor White advised that the Borough Auditor has recommended the appointment of this consultant to explore options for 220 and 230 West Crescent Avenue. She explained that Mr. Benecke is an expert on these types of properties and can assist the Borough in planning for how to best move forward. She noted that there will be no additional cost to retain this consultant as funds for this purpose were included in the budget when the properties were acquired. The Administration, Finance and Human Resources Committee will work with Mr. Benecke and report back to the governing body on his recommendations.

In reference to Resolution #18-82, Mayor White explained that this resolution authorizes a reduction in the performance guarantee for the Allendale Heights property as a good portion of the base work has been completed.

### C. Mayor's Report

Mayor White reported that she, together with Councilwoman Homan and Wilczynski, attended a leadership conference for the Fifth Friday Bergen Leads Group. She explained that it was a women in leadership event and there were great women in attendance one of whom was Terrie O'Conner who was a member of the panel.

Mayor White met with another Cub Scout group which was lead by Tom Smith of the Fire Department.

The first Department Head meeting of the year was held and Councilwoman Homan and Wilczynski also attended. Mayor White commented that it was a great start to the year with a lot of helpful back and forth among the Department Heads.

Mayor White attended a Northwest Bergen Mayors' meeting on Saturday which was attended by County Executive Tedesco. He received many questions regarding issues in this area which included potholes and wildlife management. She noted that he was encouraging shared services to which Mayor White did report that Allendale does take advantage of shared services with surrounding towns. She commented that Ron Kistner, Director of Operations, frequently works with the County to address potholes on county roads. She

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advised that Allendale has a number of county roads listed to be paved, but prior to that, ADA ramps will need to be installed. These roads include, Brookside, Orchard, and Hillside.

Mayor White also attended the Bergen County League of Municipalities Mayors' breakfast at 7:30 a.m. on Tuesday in Hackensack. County Executive Tedesco was also the guest speaker at this event and she commented that generally the same points were discussed.

The Vision Committee met on February 1<sup>st</sup> and discussed how best to proceed with 220 and 230 West Crescent Avenue. Mayor White will come back in short order to publicly discuss the recommendations of this committee. She expressed her sincere appreciation to this committee for their efforts.

The Upper Saddle River and Allendale Coalition met on January 29<sup>th</sup>. Mayor White noted that this group received a mentoring grant and a program will be held in April featuring two physicians from Hackensack Hospital to discuss how physicians can use other means to address pain management. Two Allendale residents, Lani Bonifacic and Gayle Cole, will also be speakers on this panel. Mayor White reminded everyone that there is an online survey that residents are asked to complete.

The negotiating committee held a meeting with the PBA to attempt to wrap up negotiations on this contract.

D. Council Reports

**Councilwoman Homan - Water, Sewer and Public Utilities**

Councilwoman Homan reported that the Water, Sewer and Public Utilities Committee will meet this Tuesday. She noted that there have been three water main breaks that were all repaired in short order. A new roof with an access hatch was installed at Well #11 and a new vfd pump has been installed at pump #2 at the New Street Station which allows for variable flow.

On behalf of Councilwoman Wilczynski, Councilwoman Homan reported that she and Councilwoman Wilczynski spent time at Crestwood Lake on Saturday. Three pumps have been serviced and are ready to go. Seventy-five tons of sand have been ordered for the upcoming season which is a quarter of the amount that had been ordered in 2016 and a little less than half of the amount that was ordered in 2017. This reduction is attributed to the purchase of the sand rake. As a result, the Borough will see a savings of approximately \$10,000 from 2016 and \$3,000 from 2017. The heater at the Police Department was also replaced.

**Councilman Strauch – Land Use and Construction Code**

Councilman Strauch advised that the Land Use and Construction Code Committee met on February 2<sup>nd</sup>. Councilman Sasso chaired this meeting as Councilman Strauch was unable to attend due to a personal matter. The next meeting will take place on March 2<sup>nd</sup>.

Mayor White extended sincere condolences to Councilman Strauch on the passing of his father.

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Due to time constraints, the remaining Council Reports were carried to the Regular Session.

E. Staff Reports

Due to time constraints, this agenda item was carried to the Work Session.

F. Correspondence

There were no correspondence items.

***Adjournment***

There being no further business to come before the Mayor and Council, on a motion by Councilman Strauch, second by Councilman Sasso, and unanimously carried, to adjourn this meeting. The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

Anne Dodd, RMC  
Municipal Clerk