

Mayor and Council of the Borough of Allendale  
Work Session Meeting Minutes  
March 12, 2020

PRESENT: Mayor Ari Bernstein and Councilmembers Liz Homan, Edward O’Connell, Matthew O’Toole, and Steve Sasso

ABSENT: Councilmembers Jim Strauch and Amy Wilczynski

ALSO PRESENT: Borough Attorney Raymond Wiss  
Acting Municipal Clerk Michelle Ryan

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 March 12, 2020. The meeting was called to order at 7:30p.m. by Mayor Bernstein who 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.”

**Public Comment:**

No one from the public came forward.

**Presentations – Proclamation Developmental Disabilities Awareness Month**

Mayor Bernstein presented a proclamation recognizing March as Developmental Disabilities Awareness Month. He expressed how proud Allendale was to have built several residential homes for individuals with intellectual and developmental disabilities and offered his gratitude to Eastern Christian Children’s Retreat and Allendale Housing, Inc., especially Mayor-Emeritus Vince Barra for their tireless work on behalf of our community. He advised everyone that he would be presenting this proclamation on March 25<sup>th</sup> at Eastern Christian Children’s Retreat’s brunch at Allendale’s newly opened Hamilton Group Home. He read the proclamation into the record (*attached hereto*).

**Administration:**

A. COVID-19 Update

Police Sgt. Terry Lawler and Sgt. Bill Kroepke were in attendance to provide an update on the COVID-19 outbreak. Sgt. Lawler, Deputy OEM Coordinator, told everyone that Scott Zieber, Allendale’s OEM Coordinator, has been on top of the situation since the beginning, which is currently at Level 2 activation. He reassured that all lines of communication are open with information received from Bergen County being passed along to the Allendale Police Department and from there to the schools, Mayor Bernstein, Ron Kistner and all the appropriate people. He advised that everyone was working together to share timely, accurate and valuable information as it is received. He stressed that there was no cause for panic. He thanked everyone for their efforts and directed any with questions to Mayor Bernstein or OEM Coordinator Zieber.

B. Agenda Review

Mayor Bernstein reviewed the Regular Session Agenda with approval of the February 27, 2020 Work and Regular Session Minutes being the first action item listed. Mayor Bernstein noted that Councilwoman Homan was absent from those meetings and therefore would need to abstain from voting on those items. At Mayor’s invitation, Councilwoman Homan advised that Ordinance 20-02 was on for second and final reading tonight and that its adoption would increase the average water

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bill by \$5 per quarter. Mayor Bernstein then discussed the two ordinances being introduced. Ordinance 20-03 will increase the compost permit fee from \$30 to \$45 effective April 16<sup>th</sup> and

Ordinance 20-04 pertains to efforts to reduce single use plastic bags in Allendale. Councilwoman Homan expressed her excitement for Allendale moving forward with Ordinance 20-04. She advised that she had not received any negative feedback and had even promoted it to the Girl Scouts at a meeting earlier today. She informed everyone that, if approved, it would go into effect September 1<sup>st</sup>. Mayor Bernstein then reviewed the Consent Agenda. Along with mentioning some more routine resolutions such as 20-96, 20-101 and 20-104, he noted others like Resolutions 20-97, 20-98 and 20-99 supported community organizations, which he was happy about. He also thanked Julia Burdge for all her work on the 2019 Recycling Tonnage Grant application, which is being authorized on Resolution 20-100, and endorsed the appointment of the two per diem crossing guards on Resolution 20-103 to ensure sufficient coverage of posts when needed. For Resolution 20-102, Councilwoman Homan reminded everyone that the NJDEP was requesting that emergency water interconnection agreements be formalized. She thanked Mr. Wiss and Mr. Bouregy for working with Ridgewood's legal team to finalize the agreement and stated that one with Ramsey is in the works. Mayor Bernstein applauded Councilwoman Homan's efforts to get these agreements done.

With no further discussion on Agenda Review items, Mayor Bernstein moved to Committee Reports.

C. Council Reports

**Councilman O'Connell** – Public Safety

Councilman O'Connell stated that the Public Safety Committee's meeting was ten days ago. He reported that discussion of adding another SLEO officer at school is ongoing and that police overtime is down while summons numbers are up. He attended a meeting on coronavirus last Tuesday and will be attending another one with Hackensack Hospital on March 14<sup>th</sup>. He also wanted to make everyone aware of the Fell House's upcoming 10<sup>th</sup> Anniversary of Historical Preservation party. Tickets are on sale.

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

The Land Use Committee has not met since the last Mayor and Council meeting. Councilman Sasso advised that he had been in touch, though, with Northern Highlands about their intern program to explore the possibility of 1-2 interns with a special interest in government helping the borough for the summer. He asked the governing body to think of ways that the interns might be able to help the committees research different topics. Mayor Bernstein voiced his support.

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

Though Councilwoman Homan was not at the last meeting, she appreciated Councilman Sasso reading off a letter from Suez on her behalf. She stressed that it was important for residents to know that results of samples from January and February showed no detectable levels of tetrachloroethylene. She thanked everyone for approving the feasibility study with Mott MacDonald, which is moving forward. She advised that Ridgewood is expected to approve the emergency interconnect agreement hopefully in April and Ramsey's is being worked on. Councilwoman Homan also mentioned that the USRA will be funding a wonderful program called "Not Even Once" for students.

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

Councilman O'Toole reported that the budget will be introduced on March 26<sup>th</sup>. Another meeting with the Financial Advisory Committee is scheduled for March 19<sup>th</sup>. The budget is currently in its

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7<sup>th</sup> version with the Financial Advisory Committee's suggestions still being discussed. The Capital Budget is still being worked on, but that too will be introduced on March 26<sup>th</sup>.

D. Mayor's Report

Mayor Bernstein reported that the Borough is continuing to monitor the evolving coronavirus situation. He had the first meeting with OEM at 2pm on Tuesday and Ron Kistner was on a call with Bergen County Executive Tedesco yesterday with another one scheduled for tomorrow that he and Mr. Kistner will be on. He stated that last week Bergen County Health Department presented an informational session on the coronavirus at our monthly Board of Health meeting and thanked everyone, especially Board President Nadine Benoit, for putting the presentation together for the residents so quickly. He acknowledged the efforts of the borough's employees and staff and offered his sincere gratitude. He said that information could be found on the borough website with updates provided as necessary. He reassured the public that although this is an uncertain and concerning time that everyone is dedicated to keeping our community safe and healthy.

Providing an update on the Census 2020 Grant, Mayor Bernstein announced that Bergen County notified the borough that we will be receiving \$2,000 to promote participation in Census 2020. He provided a brief overview of the actions the Census Bureau is taking as well as what Allendale will be doing such as putting info up on the borough website and sending out a message through Constant Contact. He encouraged Allendale's residents to participate, reminding them of the importance and benefits of completing the simple questionnaire. He also expressed his feeling that ten years of lost representation should behoove everyone to complete the form. He advised that all the links to Census 2020 can be found on the borough website.

Mayor Bernstein thanked the JIF Safety Committee, especially Ron Kistner, for working with the borough's employees and volunteers to achieve Platinum Status, 100 percent compliance, in the Bergen JIF's Safety Awards program, for which the borough received a \$2,500 check.

Mayor Bernstein reminded residents that applications for the compost permits open online this Sunday and in person on Monday. Pre-season permits are \$30 through April 15<sup>th</sup>. Ordinance 20-03 is being introduced tonight to increase the 2020 permit fee to \$45 starting April 16<sup>th</sup>.

Mayor Bernstein concluded his report by sharing details of the fun he, Councilwoman Homan and the Allendale Police had meeting with Girl Scout Troop 97107 earlier in the day and teaching them about local government and how elected officials and employees work together to run Allendale.

E. Staff Reports

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

**Adjournment**

There being no further business to come before the Mayor and Council, on a motion by Councilwoman Homan, second by Councilman O'Toole, and unanimously carried, the meeting was adjourned at 7:59 p.m.

Respectfully submitted

Michelle Ryan  
Acting Municipal Clerk

# **PROCLAMATION**

## ***DEVELOPMENTAL DISABILITIES AWARENESS MONTH***

*WHEREAS*, in 1987, President Reagan proclaimed the month of March as National Developmental Disabilities Awareness Month; and

*WHEREAS*, President Reagan urged “all Americans to join me in according to our fellow citizens with such disabilities both encouragement and the opportunities they need to lead productive lives and to achieve their full potential”; and

*WHEREAS*, The National Developmental Disabilities Awareness Month campaign seeks to raise awareness about the inclusion of people with developmental disabilities, as well as awareness to the barriers that people with disabilities still face; and

*WHEREAS*, the Borough of Allendale recognizes and appreciates the tremendous contributions people with developmental disabilities make to our community; and

*WHEREAS*, the Borough of Allendale further recognizes that opportunities exist to promote greater respect, to foster more understanding, and to better educate others about the abilities people with such disabilities possess; and

*WHEREAS*, the Borough of Allendale fully supports the tireless efforts of those whose advocacy keeps the needs of the disability community at the forefront of our concerns, who work to improve the lives of people with developmental disabilities and their families, and who strive for full inclusion; and

*WHEREAS*, the Borough of Allendale is proud to have a fruitful partnership with such organizations as Eastern Christian Children’s Retreat and Allendale Housing, Inc., whose outstanding efforts on behalf of those with developmental disabilities are to be commended.

*NOW THEREFORE*, we, the Mayor and Council of the Borough of Allendale, NJ, do hereby recognize March 2020 as Developmental Disabilities Awareness Month.

*Mayor Ari Bernstein*

March 12, 2020