**BOROUGH OF WOODCLIFF LAKE**

***REORGANIZATION MEETING AGENDA***

**MAYOR AND COUNCIL**

**January 7, 2013**

**8:00 p.m.**

**CALL TO ORDER**.

Notice of this meeting, in accordance with the "Open Public Meetings Law, l975, C. "23l", has been posted and two newspapers, The Record and The Ridgewood News, have been notified.

**OATH OF OFFICE**

Councilman Eric Bloom sworn into office by Mayor Jeffrey R. Goldsmith for a term ending December 31, 2015.

Councilwoman Jacqueline Gadaleta sworn into office by Mayor Jeffrey R. Goldsmith for a term ending

December 31, 2015.

**ROLL CALL**.

 Mayor Jeffrey R. Goldsmith

 Councilwoman Donna Abene

 Councilman Jeffrey Bader

 Councilwoman Jean Bae

 Councilman Eric Bloom

 Councilwoman Jacqueline Gadaleta

 Councilman Robert Rosenblatt

**PLEDGE OF ALLEGIANCE**.

**INVOCATION**.

Father Bob Ulak of Our Lady of Mercy Church and Rabbi Ben Shull of Temple Emanuel to give the Invocation.

**SELECTION OF COUNCIL PRESIDENT FOR 2013**

Motion to nominate Robert Rosenblatt as Council President.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**MAYORS COMMENTS – Elevating Woodcliff Lake !**

**The following Woodcliff Lake Volunteer Fire Department Officers were announced at the Fire House on**

**January 1, 2013.**

 **Chief** Jared Shapiro

 **Deputy Chief** George Lucia

 **Captain** Dan Schuster

 **Captain**  Rob Kuehlke

 **Lieutenant** Alex Kaplan

 **Lieutenant** John Whelen

**ANNUAL PROFESSIONAL APPOINTMENTS:**

**Position Firm Designee\_\_\_\_\_\_\_**

Borough Attorney Kaufman, Semeraro, Bern, Deutsch, Leibman Paul Kaufman, Esq.

Borough Engineer Neglia Engineering Associates Michael Neglia, P.E..

Borough Auditor Lerch, Vinci & Higgins Paul Lerch, CPA

Labor Attorney Eric M. Bernstein & Associates, LLC Eric Bernstein, Esq.

Bond Attorney Rogut McCarthy, LLC Steven Rogut, Esq.

Risk Manager Burton Kanwisher (30 day holdover) Robert Kanwisher

Special Counsel for COAH Solok, Behot & Fiorenzo Michael Feltman, Esq.

Special Counsel for PVRHSD Porzio Bromberg & Newman, P.C. Vito A. Gagliardi, Jr., Esq.

Special Counsel for Tax Appeals (Commercial) Steven D. Muhlstock, Esq. (Residential) **Crystal Calabrese,** Esq.

Borough Planner Maser Consulting P.A.

**RESOLVED,** that these appointments are hereby confirmed and approved at the same rate as 2012.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**MAYORAL ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS**

**MUNICIPAL OFFICES**

Fire Board Commissioners Councilwoman Jacqueline Gadaleta/Councilman Bader

 Property Maintenance Official Nick Saluzzi

 Zoning Official Nick Saluzzi

 Recycling Program Coordinator Edward Barboni

 Fire Sub-Code Official Edward Barboni

 Chief Financial Officer Harold Laufeld, III

 Plumbing Sub-Code Official Richard O’Dowd

 Park and Recreation Director Jay Esposito

 Fire Official Paul Bechtel

 Deputy Fire Official Timothy Ennis

 Fire Inspector Joseph Mauro

 Fire Inspector James Strabone

 Fire Inspector John Stalb

 Fire Inspector George Fusco, Jr.

 Police and Assistant Police Surgeons Drs. David Abend, Sergio Dragone, Stephen Margulis,

 Guiseppi Condemi, Steven Meyerson

 C-2 Sewer License William Hahn

 Safety Fund Commissioner Wolfgang Albrecht

 Certified Tree Expert/Arborist William Comery

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**MAYORAL APPOINTMENTS TO VARIOUS BOARDS**

 Mayor Jeffrey R. Goldsmith to make the following appointments

**APPOINTMENT OF PLANNING BOARD MEMBERS. (No confirmation needed)**

 **Class I** Josephine Higgins (term ending 12-31-13)

  **Class II** Robert Friedberg (term ending 12-31-13)

 **Class IV** George Fry (term ending 12-31-16)

 **Class IV** Robert Nathin (term ending 12-31-16)

 **Alt. 1** Bert Siegel (term ending 12-31-14)

 **Class III (Council confirmation needed)** Donna Abene (term ending 12-31-13)

 Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**APPOINTMENTS OF STANDING COMMITTEES. (Council confirmation needed)**

 **Administration/Finance** DONNA ABENE/Eric Bloom

 **DPW & Roads/Sewers & Sanitation,** DONNA ABENE/Jeffrey Bader

 **Ecology**

 **Parks & Recreation** ERIC BLOOM/Jacqueline Gadaleta

 **Public Safety/Police/OEM/TriBoro** ROBERT ROSENBLATT/Eric Bloom

 **Buildings & Grounds/Building Dept.** ROBERT ROSENBLATT/Jacqueline Gadaleta

 **Board of Health, Mental** JEFFREY BADER/Jean Bae

 **Health & Welfare**

 **Education** **(elementary)** JEAN BAE/Donna Abene

 **(high)**  JACQUELINE GADALETA/Jean Bae

 **Public Information,** JEAN BAE/Robert Rosenblatt

 **Newsletters, Ordinances**

 **Fire – Volunteer/Fire Prevention**  JACQUELINE GADALETA/Jeffrey Bader

 **Library**  ERIC BLOOM/Robert Rosenblatt

 **Senior Citizens' Program**  DONNA ABENE/Jacqueline Gadaleta

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**MAYORAL COMMITTEE APPOINTMENTS –(no Council confirmation needed)**

**(MAYOR)** I appoint the following persons to the Mayor's Committees for a term of one (1) year, ending December 31, 2013:

**Advisory Committee to the Mayor** Warren Feldman

 David Barcus

 Steven Berger

 Dana Cassell

 Skip Dolan

 Robert Friedberg

 Richard Schnoll

 Neil Tipograph

**The Alliance**

**DARE/Municipal Drug Program** Robert Rosenblatt, Council Liaison

Eric Bloom, Council Liaison

Roger Caron, Captain Mike Origoni, Sgt.

 James Foley, Police Officer

 Bridgette Greve, Police Officer

 Chad Malloy, Police Officer

 Jim Uhl, Police Officer

 Allyson Barratta, Citizen

 Diana DiGirolamo, Citizen

 Sigrid Frawley, Citizen

 Donna Sirlin, Citizen

**Bergen County Municipal Joint Insurance Fund** Wolfgang Albrecht, Fund Commissioner

 Lorinda Sciara, Alternate

**Bergen Municipal Excess Liability Fund**

 Wolfgang Albrecht, Fund Commissioner

 Lorinda Sciara, Alternate

**Budget Review Advisory Committee**  Joseph T. LaPaglia

 David Barcus

 Skip Dolan

 Josephine Higgins

**COAH/Round 3 Committee** Robert Rosenblatt, Council Liaison

 Wolfgang Albrecht, Borough Administrator

 Warren Feldman, Administrator Paul Kaufman, Esq.

 Michael Feltman, Esq. (Special Counsel)

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Planning Board Chairman

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, Planning Board Attorney

 Maser Consulting, P.A., Borough Planner

**Historian(s)** Andre DiMino

 Barbara Fusco

 Bernard Kettler, co-chair

 Marie Kettler, co-chair

 John Locke

 Richard Purcell

**Joint Court Advisory Committee** Councilman Robert Rosenblatt

 Councilman Eric Bloom

**Library Committee** Councilman Eric Bloom

 Councilman Robert Rosenblatt

 Gwenn Levine

 Craig Padover

**Mayor’s Wellness Committee** Neil Tipograph, Chair

 Monica Berry, Co-Chair

**Open Space Park Development Committee**

 Councilwoman Jacqueline Gadaleta

 Warren Feldman, Chair

 Jay Esposito, Park and Recreation Director

 Michael Felz

 Joanne Felz

**Park and Recreation Committee**

 Commissioner, Council Representative Eric Bloom, Jacqueline Gadaleta

 Park and Recreation Director Jay Esposito

 Baseball Commissioner/Kickball Mike Tsontakis

 Boy’s Basketball Jeff Danzig

 Girls’ Basketball Arpie Najarian

 Softball Commissioner Jeffrey Hoffman

 Softball Gina Alberta

 Soccer Commissioner 1-6 /Volleyball Jeff Schneider

**Woodcliff Lake/Montvale Combined Programs**

 Cheerleading Mary Koroghilian

 Football Jeff Herring

 Soccer Grades 7-8 Roy Moose

 Track Christie Rossig

 Wrestling Mike Tsontakis

**Non-Athletic Programs**

 Boy Scouts Carrie Perricone

 Girl Scouts Barbara Bressler

Representative, Board of Education Superintendent Lauren Barbalet

Representative, Senior Association Marilyn Clark

**Pascack Valley Regional High School**

**Funding Equity Committee**

 Mayor Jeffrey Goldsmith

 Councilwoman Donna Abene

 Kenneth Baum

 Dana Cassell

 Robert Nathin

 Robert Schnoll

**Pool and Tennis Committee (Citizen)** Jacqueline Gadaleta, Council Liaison Jay Esposito, Park and Recreation Director

 Felix Aronsky

 Lora Behnke

 Sigrid Frawley

 Lori Gottheim

 Susan Johnson

 Robert Nathin

 Thomas Panso

**Public Utility Committee** Robert Rosenblatt, Council Liaison

 Donna Abene, Council Liaison

 Steven Berger

 Joseph Langschultz

 John Strauss

**Shade Tree Committee** Jeffrey Bader, Council Liaison Clayton Bosch

 Kathleen Bagley

 Marilyn Clark

 Carlton Disney

 Paul Habicht

 Wiebke Hinsch

 Josephine Higgins

 Bert Taylor

**Special Events Committee** Donna Abene, Council Liaison

Robert Rosenblatt, Council Liaison

Alyson Baratta

 Abby Oringer

 Anna Camella

 Jay Ferreira

 Amy Goldsmith

 Joanne Siegel

**Technology Committee** Donna Abene, Council Liaison

 Jean Bae, Council Liaison

 Wolfgang Albrecht, Borough Administrator

 Lori Sciara, Borough Clerk

 Matthew Berry

 Brian Boffa

**Tri-Boro Public Safety Liasion** Robert Rosenblatt, Chair

 Dana Cassell

 Warren Feldman

**Tri-Boro Shared Services Committee** Eric Bloom, Chair

 Dana Cassell

 Warren Feldman

**Wage and Salary Committee** Donna Abene, Council Liaison

 Eric Bloom, Council Liaison

 Wolfgang Albrecht, Borough Administrator

**Youth Guidance Council** Robert Rosenblatt, Council Liaison

 Chad Malloy, Police Officer

 Jim Uhl, Police Officer

**Westervelt-Lydecker House Restoration and Use Committee**

 Donna Abene, Council Liaison

 Jacqueline Gadaleta, Council Liaison

 Jay Esposito, Park and Recreation Director

 Laurie Caspert

 Richard Purcell

 Carol Fusco

**MAYOR APPOINTMENTS TO VARIOUS BOARDS (with Council Approval)**

**(all appointments will be approved with one roll call unless otherwise noted)**

**Affordable Housing Board** Robert Rosenblatt, Council Liaison

 Robert Friedberg, Administrator

 Warren Feldman, Chair

 Joseph Langschultz, Planning Board Representative

 Marcia Denbeaux, Zoning Board Representative

**Board of Health.**

 Steven Sperber (term expires 12-31-15)

 Gary Newman (term expires 12-31-15)

**Local Assistance Board.** Jean Bae, Council Liaison

 Sigrid Frawley

**APPOINTMENT OF ZONING BOARD OF ADJUSTMENT MEMBERS**

Dana Cassell (term ending 12/31/16)

 Christine Hembree (term ending 12/31/16)

 Marcia Denbeaux (term ending 12/31/15)

**Alt. #1** Robin Effron-Malley(term ending 12/31/14)

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**NEW BUSINESS.**

**PUBLIC FORUM.**

**CONSENT AGENDA VOTE.**

**ADJOURNMENT.**

**Reorganization Meeting**

**Consent Agenda**

**January 7, 2013**

1. Adoption of Temporary Budget for the Year 2013, page 10, 11, 12
2. Authorizing Award of Contracts for Professional Services, page 12
3. By-Laws, 2013**,** page 13
4. Depositories Designated, page 13
5. Designations and Authorities of Municipal Officials, page 13
6. Signature Authority, page 14, 15
7. Safe Deposit Box, page 15
8. Interest on Delinquent Taxes, page 16
9. Tax Collector to Charge Fee for Returned Checks, page 16, 17
10. Regular Meetings, page 17
11. Municipal Offices, page 17
12. Legal Newspapers Designated, page 18
13. Borough Holidays Designated, page 18
14. Resolution Authorizing Certificate of Insurance for Borough-Sponsored Organizations, page 18, 19
15. Resolution Authorizing Acceptance of Sewer System Extensions, page 19
16. Resolution Authorizing Regulating Vehicle Towing and Storage Services, page 19
17. Resolution Designating Wolfgang Albrecht, Borough Administrator the Public Compliance Officer (P.A.C.O.), page 19, 20
18. Resolution Authorizing Private Sector Reimbursement and Procedures for Emergency Expense, page 20
19. Resolution Authorizing the Issuance of Request for Proposals for Information Technology Consulting Services to the Borough of Woodcliff Lake, page 20, 21
20. Resolution Authorizing the Issuance of Request for Proposals for an All Sports Program for the Park and Recreation Department of the Borough of Woodcliff Lake , page 21
21. Resolution Reappointing Member of the Green Team, page 21, 22

Resolved, that the Consent Agenda is approved as presented.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Adoption of Temporary Budget for the Year 2013.** **(Consent Agenda - 1)**

**WHEREAS**, Section 40A:4-19 of the Revised Statutes of the Local Budget Law provides that, where any contracts, commitments or payments are to be made prior to the adoption of the 2013 Budget, temporary appropriations be made for the purpose and amounts required in the manner and time therein provided; and

**WHEREAS**, the date of this Resolution is within the first thirty days of January 2013; and

**WHEREAS,** the total appropriations in the 2012 Budget, exclusive of any appropriations made for interest and principal of Debt, Capital Improvement Funds and for Public Assistance (Relief) is the sum of $10,463,586.00 and

**WHEREAS**, 26.25% of the total appropriations in the 2013 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement and public assistance is the sum of $2,746,691.00for the 2013 temporary budget**,** and

|  |  |  |  |
| --- | --- | --- | --- |
| 2013 TEMPORARY BUDGET |   |  |   |
|   |  |  |  |
|  | SALARIES & | OTHER |  |
| CURRENT FUND | WAGES | EXPENSES |  |
|   |   |   |  |
| General Administration | 50,000.00  | 12,000.00  |  |
| Mayor and Council | 8,000.00  | 3,000.00  |  |
| Municipal Clerk | 20,000.00  | 10,000.00  |  |
| Financial Administration | 25,000.00  | 12,000.00  |  |
| Audit Services |  | 10,000.00  |  |
| Revenue Administration | 20,000.00  | 5,000.00  |  |
| Tax Assessment  | 1,000.00  | 15,000.00  |  |
| Legal Services |  | 30,000.00  |  |
| Engineering Services |  | 10,000.00  |  |
| Planning Board | 5,000.00  | 5,000.00  |  |
| Zoning Board of Adjustment | 5,000.00  | 5,000.00  |  |
| Uniform Construction Code | 60,000.00  | 10,000.00  |  |
| Insurance - Other Insurance Premiums |  | 130,000.00  |  |
|  Group Insurance Plans for Employees |  | 275,000.00  |  |
|  Unemployment Insurance |  | 1,000.00  |  |
| Police | 600,000.00  | 40,000.00  |  |
| Police Dispatch/911 |  | 40,000.00  |  |
| Office of Emergency Management | 5,000.00  | 3,000.00  |  |
| Aid to Volunteer Fire Dept | 1,500.00  | 30,000.00  |  |
| First Aid Organization |   | 5,000.00  |  |
| Fire Prevention Bureau | 10,000.00  | 5,000.00  |  |
| Municipal Prosecutor | 3,500.00  |  |  |
| Municipal Public Defender |  | 1,500.00  |  |
| Municipal Court | 0.00  | 25,000.00  |  |
| Streets and Roads | 225,000.00  | 45,000.00  |  |
| Shade Tree Commission |  | 3,000.00  |  |
| Solid Waste Collection  | 60,000.00  | 20,000.00  |  |
| Buildings and Grounds | 20,000.00  | 20,000.00  |  |
| Vehicle Maintenance |  | 30,000.00  |  |
| Public Health Services | 8,000.00  | 12,000.00  |  |
| Animal Control |  | 2,000.00  |  |
| Welfare Administration | 500.00  | 500.00  |  |
| Parks and Recreation | 25,000.00  | 25,000.00  |  |
| Maintenance of Parks |  | 15,000.00  |  |
| Library Membership |  | 25,000.00  |  |
| Celebration of Public Events |  | 5,000.00  |  |
| Electricity |  | 60,000.00  |  |
| Street Lighting |  | 30,000.00  |  |
| Telephone |  | 10,000.00  |  |
| Water |  | 3,000.00  |  |
| Fuel Oil |  | 5,000.00  |  |
| Gasoline |  | 40,000.00  |  |
| Sewerage Processing and Disposal | 60,000.00  | 5,000.00  |  |
| Landfill Dumping Fees |  | 60,000.00  |  |
| Social Security |  | 40,000.00  |  |
| Public Employees Retirement System |  | 100,000.00  |   |
| Police and Fire Retirement System |  | 125,000.00  |   |
|  |  |  |  |
|   |  |   |   |
| OPERATION -OUTSIDE CAP |  |   |   |
| BCUA Shared Sewer Charges |  | 150,000.00  |  |
| Borough of Montvale - Sewer Charges |  | 10,000.00  |  |
| Borough of Hillsdale - Sewer Charges |  | 5,000.00  |  |
| LOSAP - Volunteer Ambulance |  | 500.00  |  |
| LOSAP - Volunteer Fire |  | 500.00  |  |
| Capital Improvement Fund |  | 5,000.00  |  |
|  | - | - |  |
| Total Appropriations | 1,212,500.00  | 1,534,000.00  | $2,746,500.00  |
|  | = | = |  |
|  |  |  |  |
| Municipal Debt Service |  |  |  |
|  Payment of Bond Principal | 922,000.00  |   |  |
|  Interest on Bonds | 141,757.00  |   |  |
|  Interest on Notes | 8,554.00  |  |  |
|  | 1,063,757.00  |  |  |
|  | = |  |  |
|  |  |  |  |
|  |  |  |  |

 **NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, that the following Temporary Appropriations be made and that a certified copy of this Resolution be transmitted to the Chief Financial Officer for her records.

**RESOLVED,** that the Temporary Budget in the form presented to this Meeting be approved and adopted and that a copy thereof be attached to the Minutes of this Meeting and made a part of the Resolution.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Authorizing Award of Contracts for Professional Services. (Consent Agenda - 2.)**

**WHEREAS,** the Borough of Woodcliff Lake is a municipal corporation of the State of New Jersey; and

 **WHEREAS,** there exists annually a need for a 1. Borough Attorney; 2. Borough Auditor; 3. Borough Engineer 4. Labor Attorney 5. Bond Counsel 6. Risk Manger 7. Special Council for COAH Matters 8. Special Counsel for Regional School District Funding and 9. Special Counsel for Tax Appeals

 **WHEREAS,** funds are available for these purposes, and

**WHEREAS,** the Local Public Contracts Law N.J.S.A. 40A:11-5(1), et seq.) requires that the resolution authorizing the award of Contracts for Professional Services without competitive bids must be publicly advertised;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodcliff Lake as follows:

1. That Paul Kaufman, Attorney, is hereby appointed Borough Attorney of the Borough of Woodcliff Lake;

 2. That Paul Lerch of Lerch, Vinci and Higgins, Registered Municipal Accountant, is hereby appointed Borough Auditor of the Borough of Woodcliff Lake;

 3. That Michael Neglia\_, Professional Engineer, is hereby appointed Borough Engineer of the Borough of Woodcliff Lake;

 4. That Eric Bernstein is hereby appointed Labor Attorney(s) of the Borough of Woodcliff Lake;

 5. That Steven Rogut, is hereby appointed Bond Counsel of the Borough of Woodcliff Lake.

 6. That Michael Feltman is hereby appointed Special Counsel on for COAH matters.

 7. That Steven D. Muhlstock is hereby appointed Special Counsel for Commercial Tax Appeal matters.

 8. That Crystal Calabrese is hereby appointed Special Counsel for Residential Tax Appeal matters.

 9. That Maser Consulting P.A. is hereby appointed Borough Planner of Woodcliff Lake

**BE IT FURTHER RESOLVED**, that these appointments are awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the services performed are by a person authorized by law to practice a recognized profession and such services are not subject to competitive biddings; and

**BE IT FURTHER RESOLVED,** that the Mayor and Borough Clerk are hereby authorized to execute this resolution and advertise same according to law.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**By-Laws, 2013 (Consent Agenda - 3.)**

 **BE IT RESOLVED** that the By-Laws of the Mayor and Council are hereby adopted and approved for the year 2013 subject to revision during the year by the Council.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Depositories Designated.** **(Consent Agenda - 4.)**

The Mayor requests a resolution for the designation of depositories.

 **WHEREAS,** it is provided that the Mayor and Council shall designate by resolution the banks and trust companies in which the Tax Collector and Chief Financial Officer shall deposit the moneys coming into their hands by virtue of their offices:

 **BE IT RESOLVED,** that

 Bank of America

      State of NJ Cash Management Fund

      NJ Class Fund

 TD Bank

      Valley National Bank

     PNC Bank

     Wells Fargo Bank

      Bank of New Jersey

hereby are designated depositories in which the Tax Collector and Chief Financial Officer shall deposit all moneys coming into their hands by virtue of their offices.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Designations and Authorities of Municipal Officials.** **(Consent Agenda - 5)**

**BE IT RESOLVED**, that the designated Municipal Officials shall have duties and authorities hereinafter set forth:

 1. In the absence of the Borough Administrator or Borough Clerk, the Deputy Borough Clerk shall carry out the duties of the office as prescribed in Ordinances and Resolutions of the Mayor and Council; and

 2. The Chairman, or member acting in the absence of the Chairman, of the Council Committee responsible for materials and services for which payment is required shall be the certifying authority as prescribed for in By-Laws, Ordinances and Resolutions of the Mayor and Council.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Signature Authority. (Consent Agenda - 6.)**

**WHEREAS,** it is provided that the Mayor and Council shall designate by Resolution the Borough Officials who are authorized to withdraw funds from depositories;

 **BE IT RESOLVED,** that any two of the following officials of the Borough acting jointly, hereby are authorized to direct withdrawal by checks of all or any part of funds deposited in designated depositories:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, Payroll Clerk

As to the **Payroll Account**, any two of the above officials is authorized to direct withdrawal by check;

As to the **Public Assistance Funds**, any two of the following officials are authorized to direct withdrawal by checks:

Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, and Public Assistance Director

As to the **Municipal Court Account and Municipal Court Bail Account**, any two of the following officials are authorized to direct withdrawal by checks:

Municipal Judge, Administrator, Borough Clerk, Chief Financial Officer, Court Administrator

As to the **Current Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer,

As to the **Unemployment Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Animal Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Capital Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Claims Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Trust Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Causeway Beautification Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Affordable Housing Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **CD Trust Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Mandatory Development Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Assessment Trust Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Open Space Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

As to the **Police Private Duty Account**, any two of the following officials are authorized to make withdrawal by checks:

 Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer

Notwithstanding the above, any one of the officials authorized to make withdrawal by checks on any account is authorized to direct the Chief Financial Officer to transfer between accounts or between depositories by telephone.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Safe Deposit Box. (Consent Agenda - 7.)**

 **RESOLVED,** that the Borough is hereby authorized to enter into a contract for the rental of a safe deposit box with the Wachovia Bank, Woodcliff Lake, New Jersey, for the safe custody of duplicate computer tapes and other essential records of the Borough of Woodcliff Lake; and

 **FURTHER RESOLVED,** that any one of the following Borough Officials is authorized to have access thereto.

 Mayor, Administrator, Borough Clerk, Chief Financial Officer

Abene Bader Baum Glaser Rosenblatt Struk **Goldsmith**

**Interest on Delinquent Taxes. (Consent Agenda - 8.)**

 **WHEREAS**, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

 **WHEREAS,** R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% per

annum on the first $1,500.00 of the delinquency and 18% per annum on any amount in excess of $1,500.00;

 **NOW, THEREFORE, BE IT RESOLVED,** by the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, as follows:

 1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first $1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of $1,500.00 becoming delinquent after due date, subject to any abatement or discount for the late payment of taxes as provided by law.

 2. No interest shall be charged if payment of any Quarterly tax payment is made within ten (10) days of the date upon the same becomes payable.

3. In connection with any delinquency of taxes, assessments or municipal charges in excess of $10,000.00 which has not been paid prior to the end of a calendar year, there shall be imposed a penalty in a sum equal to six (6%) percent of the delinquency in excess of $10,000.00.

 4. With respect to tax certificates held by the municipality in excess of the sum of $5,000.00, the following additional penalties shall be charged: two (2%) percent on the amount due over $200.00 up to $5,000.00; four (4%) percent of the amount due over $5,000.00 up to $10,000.00; and six (6%) percent on the amount in excess of $10,000.00.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Tax Collector to Charge fee for Returned Checks**. **(Consent Agenda - 9.)**

 **WHEREAS,** P.L. 1990, Chapter 105 supplementing Title 40 of the New Jersey State Revised Statutes has been enacted allowing a Municipality to impose a service charge to be added on an account which was by a check or other written instrument returned for insufficient funds; and

 **WHEREAS,** whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien;

 **NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, State of New Jersey that the Tax Collector be authorized to charge the above-mentioned fee at a rate of $25.00 per check or other written instrument for all checks returned for insufficient funds; and

 **BE IT FURTHER RESOLVED,** that the Tax Collector may require future payments to be tendered in cash or by certified or cashier's check; and

**BE IT FINALLY RESOLVED,** that a certified copy of this resolution be given to CFO and Tax Collector.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Regular Meetings. (Consent Agenda - 10.)**

 R**ESOLVED,** that the regular meetings of the Mayor and Council shall be held on the first and third Mondays of each month, except January, February, April, September and November as noted below, and on any other days specified during the year 2013 at the Municipal Building at 8:00 P.M.

January 7, 2013 Reorganization January 16, 2013 (Wednesday)

February 11, 2013 February 20, 2013 (Wednesday)

March 4, 2013 March 18, 2013

April 1, 2013 April 16, 2013 (Tuesday)

May 6, 2013 May 20, 2013

June 3, 2013 June 17, 2013

July 15, 2013

August 19, 2013

September 3, 2013 (Tuesday) September 16, 2013

October 7, 2013 October 21, 2013

November 6, 2013 (Wednesday) November 18, 2013

December 2, 2013 December 16, 2013

January 6, 2014 Reorganization 8:00 p.m.

 Sine Die 7:30 p.m.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Municipal Offices. (Consent Agenda -11.)**

The Mayor states that the Borough Administrator has requested that the hours of the Municipal Offices be from 8:30 A.M. to 4:30 P.M., Monday through Friday, beginning January 3, 2013.

 **RESOLVED,** that the hours of the Municipal Offices be from 8:30 A.M. to 4:30 P.M., Monday through Friday, beginning January 2, 2013.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Legal Newspapers Designated. (Consent Agenda – 12.)**

 **RESOLVED,** that the following newspapers are designated the legal newspapers of the Borough:

The Record

 The Ridgewood News

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Borough Holidays Designated** **(Consent Agenda – 13.)**

 **RESOLVED,** the following holidays will be observed in 2013

January 1, 2013 New Year’s Day

January 21, 2013 Martin Luther King’s Day

February 18, 2013 President’s Day

March 29, 2013 Good Friday

May 27, 2013 Memorial Day

July 4, 2013 Fourth of July

July 5, 2013 Floater Day for all employees

September 2, 2013 Labor Day

October 14, 2013 Columbus Day

November 11, 2013 Veteran’s Day

November 28, 2013 Thanksgiving Day

November 29, 2013 Day after Thanksgiving

December 25, 2013 Christmas Day

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing Certificate of**

**Insurance for Borough-Sponsored Organizations. (Consent Agenda – 14.)**

 **WHEREAS,** the Director of Parks & Recreation and the Parks & Recreation Committee advise that the Parks & Recreation is sponsoring the following recreational activities and organizations:

 Woodcliff Lake Baseball Association

 Woodcliff Lake Basketball Association

 Woodcliff Lake Girls Softball Association

 Woodcliff Lake Athletic Association

 Woodcliff Lake Soccer Association

 WLM Wrestling Association

 Pascack Junior Volleyball Association

 Woodcliff Lake Recreation Department

 Woodcliff Lake Adult Basketball

 Official Meetings or Functions of the Borough of Woodcliff Lake; and

and

 **WHEREAS,** the aforementioned organizations have submitted Facility Use Applications and Hold Harmless Agreements and Certificates of Insurance Applications to the Borough's insurance agent; and

 **WHEREAS,** the Borough of Woodcliff Lake has submitted Facility Use Applications and Hold Harmless Agreements and Certificates of Insurance Applications for the purpose of holding official meetings or functions at the premises of the Woodcliff Lake Board of Education; and

 **WHEREAS,** the Woodcliff Lake Board of Education requires that Certificates of Insurance and Hold Harmless Agreements be forwarded to them prior to use of school facilities;

 **NOW, THEREFORE, BE IT RESOLVED,** that the Borough Clerk is hereby authorized to request copies of signed Hold Harmless Agreements and Certificates of Insurance of the aforementioned organizations to the Borough's insurance agent.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing Acceptance of Sewer System Extensions. (Consent Agenda – 15.)**

 **BE IT RESOLVED,** by the Mayor and Council of the Borough of Woodcliff Lake that the Borough Administrator and Borough Engineer are hereby authorized to certify to the acceptance of extensions of sanitary sewer facilities for developments in the Borough, approved by the Planning Board, and to submit said certification and/or endorsement to the New Jersey Department of Environmental Protection, pursuant to their Standard Application Form (CP#1) Construction and Discharge Permits.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing Regulating Vehicle Towing and Storage Services (Consent Agenda- 16)**

 **WHEREAS,** the Borough of Woodcliff Lake advertised for bids on October 31, 2012; and

 **WHEREAS,** after review of the aforementioned, these bidders met the requirements as per Ordinance Nos. 92-1 and 94-2;

 **NOW, THEREFORE, BE IT RESOLVED,** that Ramsey Auto Body of Upper Saddle River, NJ, Rich’s Automotive of Emerson, NJ, Emerson Towing of Emerson, NJ and Bergen Brookside Towing of Emerson, NJ

are hereby authorized to provide towing and storage services on a rotating basis compiled by the Chief of Police for the Borough of Woodcliff Lake for the calendar year 2013.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Designating Wolfgang Albrecht, Borough Administrator the Public Compliance Officer (P.A.C.O) (Consent Agenda – 17)**

 **WHEREAS,** N.J.A.C. 17:27-1 et. seq requires every public agency to annually designate an employee to serves as its Public Compliance Officer (P.A.C.O.) and;

 **WHEREAS,** the Borough of Woodcliff Lake is required to notify the Department of Consumer Compliance of this designation.

 **NOW, THEREFORE, BE IT RESOLVED,** by the Mayor and Council of Woodcliff Lake that Wolfgang

Albrecht be designated the Public Compliance Officer for a term ending December 31, 2013.

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing Private Sector Reimbursement and Procedures for Emergency Expense (Consent Agenda – 18)**

 **WHEREAS**,in the Emergency Operating Plan prepared by the office of Emergency Management in 1989, a procedure was set forth for private sector reimbursement of emergency expenses incurred by the Borough; and

 **WHEREAS**, the Finance Committee has recommended that the amounts set forth in that plan be revised and made a matter of record to be accessible to all concerned parties;

 **NOW, THEREFORE, BE IT RESOLVED**, that an expense of $1,500.00 or less may be authorized in emergency by department head or any councilmember or person in charge of department at the time; and

 **BE IT FURTHER RESOLVED**, that an expense of $7,500.00 or less may be authorized by a councilmember or Mayor or Borough Administrator/CFO, and one member of the Operations Group or one member of the Policy Group, and

 **BE IT FURTHER RESOLVED**, that in a formally declared state of emergency any expense may be approved by two from the Policy Group and one from the Operations Group.

 **Policy Group**

 Mayor

 Councilmember

 Borough Administrator

 Borough Clerk

 Chief Financial Officer

 **Operations Group**

 Emergency Management Coordinator

 Deputy Coordinator

 Department Head or Supervisor

 (Supervisor shall mean senior available person in the

 chain of command)

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing the Issuance of Request for Proposals for Information Technology Consulting Services to the Borough of Woodcliff Lake (Consent Agenda – 19)**

 **WHEREAS,** the Borough of Woodcliff Lake is seeking to solicit proposals to provide information technology consulting services to the Borough of Woodcliff Lake.

 **NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake authorizes the Borough Administrator to solicit Requests For Proposals from interested individuals and/or

firms for the provision of the services listed below and any other professionals deemed appropriate by the Governing Body:

1. Information Technology Consulting Services

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution Authorizing the Issuance of Request for Proposals for an All Sports Program for the Park and Recreation Department of the Borough of Woodcliff Lake (Consent Agenda – 19)**

 **WHEREAS,** the Borough of Woodcliff Lake is seeking to solicit proposals for an All Sports Program for the Park and Recreation Department to the Borough of Woodcliff Lake.

 **NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake authorizes the Borough Administrator to solicit Requests For Proposals from interested individuals and/or firms for the provision of the services listed below and any other professionals deemed appropriate by the Governing Body:

1. All Sports Program for the Park and Recreation Department

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***

**Resolution to Adopt a Green Team**

**WHEREAS,** the Borough of Woodcliff Lake adopted Resolution 12-141 Adopting a Green Team to save tax dollars, assure clean air and water, improve working and living environments to build a community that is sustainable economically, environmentally and socially; a community which would thrive well into the new century; and

**WHEREAS,** in an attempt to focus attention on Green Issues, the Mayor and Council established by Resolution 12-141 a Green Team Advisory Committee (GTA) whose initial term ended on December 31, 2012;

**NOW THEREFORE BE IT RESOLVED,** by the Borough of Woodcliff Lake that we do hereby appoint/reappoint a Green Team Advisory Committee consisting of members lsited who shall be residents or employees of Woodcliff Lake, appointed annually and whose term shall end on December 31, 2013.

**NOW THEREFORE BE IT FURTHER RESOLVED,** by the Mayor and Council of the Borough of Woodcliff Lake that the Mission, Goals and Objectives for the GTA have been established by Resolution 12-141

**NOW THEREFORE BE IT FINALLY RESOLVED,** by the Mayor and Council of the Borough of Woodcliff Lake that the following persons are hereby appointed to the GTA to a term ending December 31, 2013 and are eligible to serve until replaced through an updated resolution or appointment.

1. Councilwoman Donna Abene
2. Wolfgang Albrecht, Borough Administrator/QPA
3. Dave Antoine, Acting DPW Superintendent
4. Kevin Woods, Member of WCL Public Works Department
5. Kathy Rizza, Secretary, WCL Board of Health
6. Paul Camella, Regular Member Citizen Representative
7. Clay Bosch, Representative Member Shade Tree Committee
8. Cynthia Bergstein, Citizen Representative
9. Marilyn Clark, Citizen Representative

(10) Nancy Wernikoff, Citizen Representative

(11) Molly Mandel, Student Representative

(12) Joe Langschultz, Citizen Representative

(13) Susan Pelavin, Citizen Representative

(14) Arthur Alloggiamento, Citizen Representative

(15) Sunda Guinta, Citizen Representative

(16) Susan Sapanara, Citizen Representative

(17) Donna Sirlin, Citizen Representative

(18) Amy Goldsmith, Citizen Representative

(19) Lisa Schrieber, Citizen Representative

(20) Tina Brodsky, Citizen Representative

(21) Robert Lombary, School Representative

(22) Liz Mazza, Citizen Representative

(23 John Frey, Board of Health Representative

Abene Bader Bae Bloom Gadaleta Rosenblatt  ***Goldsmith***