

BOROUGH OF WOODCLIFF LAKE

**SINE DIE MEETING
MAYOR AND COUNCIL
MINUTES
January 5, 2009
7:00 p.m.**

CALL TO ORDER.

Notice of this rescheduled meeting, in accordance with the "Open Public Meetings Law, 1975, C. "231", has been posted and two newspapers, The Record and The Ridgewood News, have been notified.

ROLL CALL.

Mayor LaPaglia was not present at the start of the meeting. Meeting was called to order by Council President Paul Camella. Councilmembers Bader, Camella, Glaser, Higgins and Rosenblatt were present. Councilmember Howley was absent. Attorney Madaio, Administrator Sandve and Borough Clerk Sciara were also present.

PLEDGE OF ALLEGIANCE.

All present recited the Pledge of Allegiance led by Council President Paul Camella.

APPROVAL OF MINUTES.

RESOLVED, that the Minutes of the **Mayor and Council** meeting of **December 15, 2008** copies of which have been received by all Councilpersons, are hereby approved as amended.

ROLL CALL:

Introduce: Mr. Bader
Second: Mr. Camella
Ayes: Mr. Bader, Mr. Camella, Mr. Glaser, Mr. Rosenblatt
Nays: None
Abstain: Mrs. Higgins
Absent: Mrs. Howley

STANDING COMMITTEES. (CAPITALS indicate committee chair).

**ADMINISTRATION/FINANCE, PLANNING BOARD, EDUCATION (High School),
Public Information, Newsletters, Ordinances, Building & Grounds/Building Dept., Senior
Citizen's Program**

Mr. Glaser reported that Montvale and Woodcliff Lake will be meeting in the future to discuss the report received from the consultant re: the High School Funding Formula. The Planning Board had a very busy year with projects such as the installation of a hydrogen plant at BMW being complete.

DPW & ROADS/SEWERS & SANITATION, ECOLOGY, LIBRARY, FIRE, VOLUNTEER), Education (elementary), Board of Health, Mental Health & Welfare

Mr. Camella reported that in 2008 the library reimbursement to residents was increased. Talks have begun between the Library Committee members and Senator Cardinale's office about the high cost of the library funding formula. Mr. Camella reported that the new fire officers were sworn in on January 1, 2009. He commented that Woodcliff Lake is very lucky in the number of volunteers our Fire Department has.

PUBLIC SAFETY/POLICE/OEM/TRIBORO, EDUCATION (ELEMENTARY)

Mr. Bader reported that 2008 was a very good year for the Police Department. The Department hired a new officer and promoted several others. The Borough should be very proud of their Police Department. Tri-Boro completed its second year of outsourcing services to Northwest Bergen Central Dispatch. The transition has been very successful with only minor issues still pending.

BOARD OF HEALTH, MENTAL HEALTH & WELFARE, Fire (Volunteer), Fire Prevention

Mrs. Higgins reported that the Board of Health and the County will continue to monitor the water quality of Park Ridge Water.

PARKS AND RECREATION, PUBLIC INFORMATION, NEWSLETTERS, ORDINANCES, SENIOR CITIZENS' PROGRAM, Administration/Finance, Education (High), Shade Tree Committee, Library

Due to the absence of Mrs. Howley, there was no report.

OUTGOING COUNCILMEMBER COMMENTS

Mrs. Higgins stated that she has enjoyed serving the residents of Woodcliff Lake this past year. Mrs. Higgins thanked Mayor LaPaglia for his committee assignments. She concluded that it has always been a pleasure to serve Woodcliff Lake and she looks forward to keeping our ambulances running.

Mr. Camella stated the relationship the Council had with Josephine was very cordial. She will be missed, especially her knowledge in health issues.

Mr. Bader agrees with Mr. Camella that this year has been very cordial. With the Mayor's permission, Mr. Bader would like to have Mrs. Higgins help with the ambulance issue on which hospital to use. Mr. Bader stated that he and Josephine have agreed to disagree for many years. At the end of the day, he respects her very much and he thanks her for her vast knowledge on municipal issues.

Mr. Glaser stated that there has been a good sense of cooperation between the Council. Mr. Glaser stated that Mrs. Higgins has done a great job with the Senior Association and hopes her work will continue.

When Robert Rosenblatt first moved to town, he attended a Republican Club meeting and was told he could expect to run for a council seat within a few years. He then attended a Democratic Club meeting where he met Josephine Higgins. Mrs. Higgins told him that if he became a Democrat he could run for a council seat the same year! Mr. Rosenblatt continued, "Josephine, you are my Mayor, my fellow councilman, and most importantly my friend. ...I have nothing but respect for you and you are truly what is good in Woodcliff Lake." Mr. Rosenblatt and his son visited JFK's gravesite in Dallas, Texas a few weeks ago. They bought a commemorative coin

of JFK knowing how much Mrs. Higgins thinks of John F. Kennedy. Mr. Rosenblatt presented this token of appreciation to Mrs. Higgins. Administrator Sandve stated that the Borough wishes to present a plaque to Mrs. Higgins for her years of service at a later date.

Mayor LaPaglia commented that he and Mrs. Higgins go back a long way and that she trained both his daughters on the ambulance corp. Mrs. Higgins appointed Mayor LaPaglia to the Planning Board and he is very familiar with and appreciative of her public service to the community of Woodcliff Lake and to the Pascack Valley. She is held in high regard by the Mayors of the Pascack Valley. He has enjoyed serving with her this past year and she is obviously very knowledgeable of town affairs, Tri-Boro and other ambulance related activities. Mayor LaPaglia is sure Mrs. Higgins will be staying involved, for example working with Councilmember Bader in the selection of appropriate back up service and she will be appointed to the Shade Tree Committee. She will be missed on the Council.

Mayor LaPaglia wanted to update the Council on two issues. He received an e-mail that the FAA has suspended its proposed NY area routing and is personally pleased that the FAA is at least recognizing that their proposed changes at Liberty Airport needed more research. Hopefully they will be coming up with a new plan. Since the December meeting, Mayor LaPaglia attended a Bergen County Freeholder Meeting where the certificate of need for Hackensack University Medical Center North was discussed. After many comments from Mayors, Councilmembers and residents from surrounding communities, the Board of Freeholders voted to support HUMC's request for a certificate of need to reopen an acute care facility at the PVH site. A hearing is scheduled for later this month. Mayor LaPaglia reported on the Mayor and Council accomplishments in 2008. A few of these accomplishments were improvements to the Old Mill Pool, repaving on several Borough streets, increased rateables due to the completion of BMW of NA and Eisai

PUBLIC FORUM

A motion to open the meeting to the public was made by Mr. Glaser, second by Mrs. Higgins and approved unanimously by voice call vote. Hearing no comments from the

CONSENT AGENDA DISCUSSION.

Mr. Rosenblatt asked for Consent Agenda #8 and #9 to be pulled for discussion, seconded by Mr. Bader. Mr. Rosenblatt stated that he has never heard of anyone receiving a stipend instead of a raise. He feels that the Finance Department should not decide these matters and that there should be discussion between the Council as a whole. He continued that for some employees to receive a raise and for one employee to receive a stipend is wrong. Mr. Bader stated that this issue was discussed at a previous meeting at which the Mayor was not in attendance.

Mayor LaPaglia stated that the idea of stipends is not new. The Municipal Registrar receives a stipend as do a few police officers. Mayor LaPaglia continued that the Finance Committee broke the website duties into two segments – non-recurring work and recurring work. The Borough Administrator requested that the employee who maintains the website be compensated for the extra work it took to redesign the website. Mayor LaPaglia stated that the updating, or recurring aspect of this job, is being reevaluated as to whether it should be part of this employee's job description or not. One of the things the Mayor did was to reach out to other towns to see who does their website maintenance. Some towns have outside vendors maintain their websites which usually costs thousands of dollars per year. Some towns use their MIS personnel, while others use internal employees. The Finance Committee decided that the redesign of the website

was a one time project and should not be included in the employee's base salary. With respect to the updating and maintenance of the website, the Finance Committee has not decided whether to keep this responsibility in house, or pay an outside vendor approximately \$4,000-\$5,000 per year. If this responsibility is kept in-house with the same employee performing the job function, a salary adjustment will be recommended by the Finance Committee to the full Council.

Mayor LaPaglia explained the basis for the raises recommended in Consent Agenda #8. The former CFO resigned in September. At her exit interview, it was discussed that Mrs. Negahban was capable of assuming additional responsibilities in the Finance Department. The adjustment to Mrs. Negahban's salary is retroactive to November 1, 2008 since she assumed these additional responsibilities then. After meeting with Harold Laufeld, CFO, Mrs. Frezza will be assigned additional duties within the Finance Department in 2009. Mrs. Grundler has already assumed the position of Board of Health Secretary and has attended two meetings. These salary adjustments were recommended by Administrator Sandve to the Finance Committee.

Mr. Rosenblatt stated that he does not agree how these items are on the Consent Agenda. They should have been discussed with the full Council before they appeared on the Consent Agenda. Mr. Glaser stated that the crux of the issue is the timing of these raises. However, it is on the recommendation of the Administrator and the Finance Committee that these raises be approved.

Motion to approve Consent Agenda #8 was made by Mr. Glaser, second by Mr. Bader.

Resolution Authorizing Salary Adjustments for Certain Employees

WHEREAS, certain employees have had responsibility changes due to reorganization; and

WHEREAS, it is the recommendation of the Personnel Committee that the following employee salary adjustments be authorized:

Harold Laufeld – CMFO	\$36,000 (no 2009 CPI increase)
Fariba Negahban – Finance	\$36,000 (retroactive to November 1, 2008)
Lois Frezza, - Tax Collector	\$50,280
Cynthia Grundler – Admin. Asst.	\$31,500

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council authorize the aforementioned salary adjustments.

ROLL CALL

Introduce: Mr. Glaser
 Second: Mr. Bader
 Ayes: Mr. Bader, Mr. Camella, Mr. Glaser, Mr. Rosenblatt
 Nays: Mrs. Higgins
 Abstain: None
 Absent: Mrs. Howley

Motion to approve Consent Agenda #9 was made by Mr. Glaser, second by Mr. Bader.

Resolution Authorizing a One-Time Stipend for Work on the Borough Website

WHEREAS, the Personnel Committee wished to acknowledge work done on the redesigning of the Borough website by the Borough Clerk; and

WHEREAS, the Committee has recommended a one-time stipend of \$1,000.00 for this work.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Woodcliff Lake authorize this one-time stipend of \$1,000.00 to Lori Sciara, RMC.

ROLL CALL

Introduce: Mr. Glaser
Second: Mr. Bader
Ayes: Mr. Bader, Mr. Camella, Mr. Glaser
Nays: Mrs. Higgins, Mr. Rosenblatt
Abstain: None
Absent: Mrs. Howley

Mr. Rosenblatt stated for the record that his no vote was due to the fact that a raise was in order, not a stipend.

CONSENT AGENDA VOTE.

ADJOURNMENT

Motion to adjourn was made by Mr. Bader, second by Mr. Camella and approved unanimously by voice call vote. The time is 8:15 p.m.

Respectfully submitted,

Lori Sciara, RMC
Borough Clerk

CLAIMS AND BILLS.**Authority to Pay Claims.****(Consent Agenda - 1)**

RESOLVED, that the following current claims against the Borough for materials and services have been considered and are proper and hereby are approved for payment:

Current Fund: \$ 175,502.02

Bader Camella Glaser Higgins Howley Rosenblatt LaPaglia

Payroll**(Consent Agenda-2)**

RESOLVED, that the following Payroll Disbursements made by the Treasurer since the last meeting are proper and hereby ratified and approved:

Payroll released 12/31/08 \$ \$177,793.52

Volunteer Fire Stipends \$ 7,667.38

Bader Camella Glaser Higgins Howley Rosenblatt LaPaglia

Resolution Authorizing a Shared Service Utility Management Contract**(Consent Agenda-3)**

WHEREAS, on April 13, 2008, a Joint Purchasing System was established and named the Pascack Valley Cooperative Pricing System (#107-PVCPS); and

WHEREAS, the Borough of Westwood has agreed to serve as the Lead Agency; and

WHEREAS, in today's climate of limited financial resources and mandates to economize, it is in the best interest of the members of the Pascack Valley Cooperative Pricing system (PVCPS) to assure that all Water Company billings are correct, and it is also prudent to investigate opportunities to reduce future costs; and

WHEREAS, the ten (10) municipalities in the PVCPS have paid in excess of \$1,200,000 for fire hydrant and water service during calendar year 2007; and

WHEREAS, Utility Management Services Group, L.L.C. has been recognized as an "expert" in utility (cost and use) billings throughout the State of New Jersey; and

WHEREAS, their efforts have achieved substantial cost reductions in utility bills for more than 100 public entities including the State of New Jersey; and

WHEREAS, it is in the best interest of the PVCPS to retain the services of Utility Management Services Group, L.L.C., to assist the municipalities ensuring that they are being correctly charged for fire hydrant and water service to the hydrants; and

WHEREAS, Utility Management Services will conduct an audit of fire hydrant bills and

associated water charges and will represent the interests of the PVCPS members before the BOARD OF PUBLIC UTILITIES, as necessary, and negotiate adjustments in regulations and tariffs; and

WHEREAS, the proposal submitted will be on a contingent basis and Utility Management Services Group, L.L.C. will received 40% of monthly reduction for 36 months and there will be NO CASH out lay – all expenses including legal fees will be the responsibility of UMS.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodcliff Lake authorizes the Borough of Westwood, as the lead agency in the Pascack Valley Cooperative Pricing System, to award the contract to Utility Management Services Group, L.L.C. to conduct aforesaid audit; and

BE IT FURTHER RESOLVED, that there will be no cash outlay, since Utility Management Services Group, L.L. C. will receive 40% of the monthly utility fee reduction for 36 months realize by the PVCPS members from their efforts; and

BE IT FURTHER RESOLVED that a copy of this Resolution be sent to the Borough of Westwood for their master file.

Bader Camella Glaser Higgins Howley Rosenblatt LaPaglia

RESOLUTION ADOPTING THE BERGEN COUNTY NATURAL HAZARD MITIGATION PLAN
(Consent Agenda– 4)

WHEREAS, the Borough of Woodcliff Lake with the assistance from the New Jersey Meadowlands Commission and the Bergen County Office of Emergency Management, has gathered information and prepared the Bergen County Natural Hazard Mitigation Plan; and

WHEREAS, the Bergen County Natural Hazard Mitigation Plan has been prepared in accordance with the Disaster Mitigation Act of 2000; and

WHEREAS, the Borough of Woodcliff Lake is a local unit of government that has afforded the citizens an opportunity to comment and provide input in the Plan and the actions in the Plan; and

WHEREAS, the Borough of Woodcliff Lake has reviewed the Plan and affirms that the Plan will be updated no less than every five years;

NOW THEREFORE, BE IT RESOLVED that the Borough of Woodcliff Lake adopts the Bergen County Natural Hazard Mitigation Plan as this jurisdiction's Natural Hazard Mitigation Plan, and resolves to execute the actions in the Plan.

Bader Camella Glaser Higgins Howley Rosenblatt LaPaglia

Resolution Authorizing the Purchase of Flat Bed Truck Body With Hydraulics to Power Body, Salter and Plow to be Mounted on our 2009 International 7300

(Consent Agenda– 5)

WHEREAS, the Borough has advertised for the receipt of bids for a Purchase of Flat Bed Truck Body With Hydraulics to Power Body, Salter and Plow to be Mounted on our 2009 International 7300; and

WHEREAS, the following companies have submitted a bid:

<u>Contractor Name/Address</u>	<u>Base Bid</u>
Bristol Donald Co., Newark, NJ	\$25,994.00
Showalter Equipment, Florida, NY	\$26,940.00
TS Ltd., Ledgewood, NJ	\$27,770.00
Cliffside Body, Corp., Fairview, NJ	\$26,825.00

WHEREAS, the Borough Administrator and DPW Superintendent have reviewed the bids received and have advised that Bristol Donald Co., of Newark, NJ is the low bidder; and

WHEREAS, the Chief Financial Officer has certified that funds are available for this purchase.

NOW THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Woodcliff Lake authorizes the acceptance of the bid from Bristol Donald Co., of Newark, NJ in the amount of \$25,994.00 for the aforementioned.

Bader Camella Glaser Higgins Howley Rosenblatt LaPaglia

2008 Budget Transfers for January 1, 2009 Sine Die Meeting
(Consent Agenda – 6)

<u>DEPARTMENT</u>	<u>ACCOUNT NUMBER</u>	<u>FROM</u>	<u>TO</u>
ADMINISTRATION - SALARIES AND WAGES	8-01-20-100-017	4,000.00	
ADMINISTRATION - OTHER EXPENSES	8-01-20-100-101		4,000.00
FIRE DEPARTMENT - SALARIES AND WAGES	8-01-25-255-012	2,000.00	
FIRE DEPARTMENT - OTHER EXPENSES	8-01-25-255-116		2,000.00
BOARD OF HEALTH - SALARIES AND WAGES	8-01-27-330-011	6,000.00	
BUILDINGS AND GROUNDS - OTHER EXPENSES	8-01-26-310-029	4,000.00	
ELECTRICITY	8-01-31-430-201	5,000.00	
SOLID WASTE - OTHER EXPENSES	8-01-26-305-127		15,000.00
BOROUGH OF HILLSDALE - SEWER CHARGES	8-01-31-458-029	1,000.00	
BOROUGH OF MONTVALE - SEWER CHARGES	8-01-31-457-029		1,000.00
STREET LIGHTING	8-01-31-435-000	4,000.00	
GASOLINE	8-01-31-460-202		4,000.00
WATER	8-01-31-445-209	2,000.00	
FUEL OIL	8-01-31-447-000		2,000.00

RESOLUTION AUTHORIZING A REFUND OF OVERPAID TAXES CAUSED BY A COUNTY BOARD JUDGEMENT FOR THE YEAR 2008 Appeal # 68-080001AA
(Consent Agenda – 7)

WHEREAS, The owners of Block 2707 Lot 10, RJN RESIDENTIAL INC., 12 Martha Street, Woodcliff Lake, NJ, was successful in their appeal to the County Tax Board New Jersey and have won a Judgment adjusting their assessed value for the year 2008; and

WHEREAS, this has resulted in their overpaying their property tax for year of 2008 in the amount of \$510.72; and

WHEREAS, they have been awarded this judgment and therefore are entitled to a refund.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Woodcliff Lake, that the CFO be authorized to refund the overpayment of \$510.72 to RJN Residential Inc.

Check mailed to:
 RJN Residential Inc.
 15 Roseland Avenue
 Woodcliff Lake, NJ 07677

Mail check by February 3, 2009

Resolution Authorizing a One-Time Stipend for Work on the Borough Website
(Consent Agenda – 9)

WHEREAS, the Personnel Committee wished to acknowledge work done on the redesigning of the Borough website by the Borough Clerk; and

WHEREAS, the Committee has recommended a one-stipend of \$1,000.00 for this work.

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council of the Borough of Woodcliff Lake authorize this one-time stipend of \$1,000.00 to Lori Sciara, RMC.