



**BOROUGH OF WOODCLIFF LAKE
MAYOR AND COUNCIL AGENDA
DECEMBER 4, 2017
8:00 PM**

CALL TO ORDER

Notice of this meeting, in accordance with the "Open Public Meetings Law, 1975, C. "231", was posted at Borough Hall and two newspapers, The Record and The Ridgewood News, were notified.

ROLL CALL

Mayor Carlos Rendo
Councilman Corrado Belgiovine
Councilwoman Jacqueline Gadaleta
Councilwoman Angela Hayes
Councilwoman Kristy Herrington
Councilman Paul Piantino
Council President Thomas Panso

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

November 21, 2017 (Open)
November 21, 2017 (Closed)

ORDINANCES

Public Hearing Ordinance 17-07
An Ordinance to Add Chapter 32 Entitled "Green Purchasing Policy" to the Borough Code of the Borough of Woodcliff Lake, State of New Jersey

Public Hearing Ordinance 17-08
An Ordinance to Add Chapter 295 Entitled "Smoking Prohibition in Public Places" to the Borough Code of the Borough of Woodcliff Lake, State of New Jersey

MAYOR'S REPORT

ADMINISTRATOR'S REPORT

ENGINEER'S REPORT

COUNCIL MEMBERS COMMENTS/REPORTS

PUBLIC COMMENT

(limited to 5 minutes per speaker)

NON-CONSENT AGENDA

CONSENT AGENDA

Resolution No. 17-212

Resolution No. 17-213

Resolution No. 17-214

Resolution No. 17-215

Resolution Authorizing Payroll and Payment of Claims

Resolution Authorizing Stipend for Harold Laufeld

2017 Budget Transfers for December 4, 2017 Meeting

Resolution Authorizing Payment for Custodial Maintenance in the
Borough of Woodcliff Lake

ADJOURNMENT

******Disclaimer******

Subject to Additions and/or Deletions

ORDINANCE NO. 17-07

AN ORDINANCE TO ADD CHAPTER 32 ENTITLED "GREEN PURCHASING POLICY" TO THE BOROUGH CODE OF THE BOROUGH OF WOODCLIFF LAKE, STATE OF NEW JERSEY

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF WOODCLIFF LAKE IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY, AS FOLLOWS:

WHEREAS, the Borough of Woodcliff Lake wishes to build a model of government which benefits our residents now and far into the future with green community initiatives which are easy to replicate and affordable to implement; and

WHEREAS, that Mayor and Council wish to add chapter 32 to the Borough Code to create an environmentally conscious purchasing policy within the Borough to facilitate same.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Woodcliff Lake, Bergen County, New Jersey, as follows:

Section 1. That Chapter 32 entitled "**GREEN PURCHASING POLICY**" shall be added to the Borough of Woodcliff Lake Code and shall be read and numbered as follows:

CHAPTER 32 – GREEN PURCHASING POLICY

§ 32-1. Preamble.

The Borough of Woodcliff Lake strives to save tax dollars, assure clean air and water, and 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.

§ 31-2 Policy.

It shall be the policy of the Borough of Woodcliff Lake to incorporate environmentally conscious "green purchasing" where feasible and fiscally prudent.

Section 2. All prior ordinances that are inconsistent with this ordinance are repealed. All ordinances are hereby amended to be consistent with this ordinance and all ordinances, including this one, shall be construed consistent with the express purpose of this ordinance.

Section 3. This ordinance shall be construed consistent with the purpose stated in section 1 hereof. Any ambiguities in this ordinance shall be construed in accordance with the purpose of this ordinance. If any part of this ordinance is invalidated by a court of competent jurisdiction, the remainder of this ordinance shall be saved to the full extent possible. This ordinance repeals provisions of the Woodcliff Lake Code only where stated herein; otherwise this ordinance is amendatory and supplementary to existing provision of the Woodcliff Lake Code.

Section 4. This ordinance shall take effect immediately upon approval and publication of notice of adoption as provided by law.

ORDINANCE NO. 17-08

**AN ORDINANCE TO ADD CHAPTER 295 ENTITLED "SMOKING PROHIBITION IN PUBLIC PLACES"
TO THE BOROUGH CODE OF THE BOROUGH OF WOODCLIFF LAKE, STATE OF NEW JERSEY**

**BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF WOODCLIFF LAKE IN THE
COUNTY OF BERGEN AND STATE OF NEW JERSEY, AS FOLLOWS:**

WHEREAS, the Borough of Woodcliff Lake recognizes the health risks of smoking and wishes to provide a healthy environment for those entering, utilizing and enjoying the public buildings and recreational facilities of the Borough; and

WHEREAS, that Mayor and Council wish to add chapter 295 to the Borough Code to create a smoke free environment for all public places in the Borough.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Woodcliff Lake, Bergen County, New Jersey, as follows:

Section 1. That Chapter 295 entitled "SMOKING PROHIBITION IN PUBLIC PLACES" shall be added to the Borough of Woodcliff Lake Code and shall be read and numbered as follows:

Title - Chapter 295: SMOKING PROHIBITION IN PUBLIC PLACES

§ 295-1 Definitions.

As used in this chapter, the following words shall have the following meanings:

ENCLOSED AREA

All areas between a floor and a ceiling, extending to the outer perimeter walls of a structure.

DESIGNATED SMOKING AREA

An area predetermined by the Borough of Woodcliff Lake Mayor and Council where smoking is permitted. Such area must be compliant with all sections of this code chapter.

MUNICIPAL BUILDINGS

All structures owned, leased, rented and/or operated by the Borough of Woodcliff Lake, and/or occupied by Borough employees and used for official business of the Borough of Woodcliff Lake.

PARKS AND RECREATIONAL FACILITIES

All public parks, playgrounds and ball fields publicly owned or leased by the Borough of Woodcliff Lake and all property owned or leased by the Borough of Woodcliff Lake upon which the public is invited or upon which the public is permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but not limited to, any parking area, driveway or drive aisle.

SMOKING

The burning of, inhaling from, exhaling the smoke from, or the possession of a lighted cigar, cigarette, pipe or any other matter or substance which contains tobacco or any other matter that can be smoked, or the inhaling or exhaling of smoke or vapor from an electronic smoking device.

§ 295-2 Prohibition of smoking in public places; signs.

- A. Smoking shall be prohibited in all municipal buildings as defined herein. No-smoking and no vaping/e-cigarette signs or the international no-smoking symbol for both (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section and a similar pictorial representation of a vaping device or e-cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted at each municipal building entrance and within each closed area where smoking is prohibited by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is prohibited therein. The sign shall also indicate that violators are subject to a fine.
- B. Smoking shall be prohibited within a thirty-five-foot radius of the front entrance of all municipal buildings. No-smoking and no vaping/e-cigarette signs or the international no-smoking symbol for both (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section and a similar pictorial representation of a vaping device or e-cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted both on the building and at the thirty-five-foot perimeter of the front entrance of all municipal buildings where smoking is prohibited by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is prohibited therein. The sign shall also indicate that violators are subject to a fine.
- C. Smoking shall be prohibited in all public parks and recreation facilities owned or leased by the Borough of Woodcliff Lake and all property owned or leased by the Borough of Woodcliff Lake upon which the public is invited or upon which the public is permitted and where individuals gather for recreational activities, including all areas adjacent to such facilities, including, but not limited to, any parking area, driveway or drive aisle, which have been designated with no-smoking signs. No-smoking and no vaping/e-cigarette signs or the international no-smoking symbol for both (consisting of a pictorial representation of a burning cigarette enclosed in a red circle with a diagonal red line through its cross section and a similar pictorial representation of a vaping device or e-cigarette enclosed in a red circle with a diagonal red line through its cross section) shall be clearly, sufficiently and conspicuously posted in all areas regulated by this chapter. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrasts in color with the sign, indicating that smoking is prohibited at the designated area. The sign shall also indicate that violators are subject to a fine.

- D. Smoking shall be prohibited in any vehicle registered to the Borough of Woodcliff Lake.
- E. Where feasible and at the discretion of the Borough Mayor and Council, designated smoking areas shall be created for the benefit of Borough Employees and guests to Borough buildings/public areas. Designated Smoking areas must be compliant with subsection A, B and C of this Chapter, and as such, not be located within a municipal building or within a thirty-five-foot radius of the front entrance of all municipal buildings. Signs indicating a designated smoking area shall be clearly, sufficiently and conspicuously posted that show the existence and perimeter of the designated area. The signs shall be clearly visible to the public and shall contain letters or a symbol which contrast in color with the sign, indicating that smoking is permitted therein. Cigarette bins shall be provided in such areas.

§ 295-3 Enforcement.

The enforcement authority of this chapter shall be the Police Department, Fire Department, Recreation Department, Public Works Department and Health Department of the Borough of Woodcliff Lake.

§ 295-4 Violations and penalties.

Any person who violates any provision of this chapter shall be subject to a fine of not less than \$250 for the first offense, \$500 for the second offense and \$1,000 for each subsequent offense. Any municipal employee found in violation of this chapter may also be subject to discipline in accordance with the provisions of the Borough of Woodcliff Lake's policies and procedures.

Section 2. All prior ordinances that are inconsistent with this ordinance are repealed. All ordinances are hereby amended to be consistent with this ordinance and all ordinances, including this one, shall be construed consistent with the express purpose of this ordinance.

Section 3. This ordinance shall be construed consistent with the purpose stated in section 1 hereof. Any ambiguities in this ordinance shall be construed in accordance with the purpose of this ordinance. If any part of this ordinance is invalidated by a court of competent jurisdiction, the remainder of this ordinance shall be saved to the full extent possible. This ordinance repeals provisions of the Woodcliff Lake Code only where stated herein; otherwise this ordinance is amendatory and supplementary to existing provision of the Woodcliff Lake Code.

Section 4. This ordinance shall take effect immediately upon approval and publication of notice of adoption as provided by law.

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine						
Gadaleta						
Hayes						
Herrington						
Piantino						
Panso						
Mayor Rendo						

RESOLUTION AUTHORIZING PAYMENT OF PAYROLL & PAYMENT OF CLAIMS

**RESOLUTION NO. 17-212
DECEMBER 4, 2017**

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

Payroll Released 11/30/2017 \$223,698.46

BE IT FURTHER 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:	\$ 123,706.84
Animal:	\$ 3,982.35
General Capital:	\$ 3,746.00
State Unemployment:	\$ 5,997.15

CERTIFICATION OF FUNDS

I, Harold Laufeld, Chief Financial Officer of the Borough of Woodcliff Lake, hereby duly certify that fund(s) are available for Payroll Disbursements and Payment of Claims.

Harold Laufeld
Chief Financial Officer

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of December 4, 2017.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine						
Gadaleta						
Hayes						
Herrington						
Piantino						
Panso						
Mayor Rendo						

RESOLUTION AUTHORIZING STIPEND FOR HAROLD LAUFELD, CHIEF FINANCIAL OFFICER

**RESOLUTION NO. 17-213
DECEMBER 4, 2017**

WHEREAS, the Woodcliff Governing Body desires to grant a stipend to Harold Laufeld, Chief Financial Officer for extra work performed in connection with payroll and tax collection; and

WHEREAS, the Finance Committee agrees with this stipend.

NOW, THEREFORE BE IT RESOLVED, that the Woodcliff Lake Governing Body approves the \$3,000.00 stipend for Harold Laufeld, Chief Financial Officer.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake, in the County of Bergen and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of December 4, 2017.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine						
Gadaleta						
Hayes						
Herrington						
Piantino						
Panso						
Mayor Rendo						

2017 BUDGET TRANSFERS FOR DECEMBER 4, 2017 MEETING

**RESOLUTION NO. 17-214
DECEMBER 4, 2017**

<u>DEPARTMENT</u>	<u>ACCOUNT NUMBER</u>	<u>FROM</u>	<u>TO</u>
Legal	7-01-20-155-020	10,000.00	
Planning Board – Other Expenses	7-01-21-180-020		10,000.00
Building and Grounds – Other Expenses	7-01-26-310-020	5,000.00	
Shade Tree – Other Expenses	7-01-26-300-020		5,000.00
Parks and Recreation – Other Expenses	7-01-28-370-010	6,500.00	
Parks and Recreation – Salaries and Wages	7-01-28-370-010		6,500.00
Tax Collection – Other Expenses	7-01-20-145-020	1,500.00	
General Administration – Salaries and Wages	7-01-20-100-010		1,500.00
TOTAL		23,000.00	23,000.00

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of December 4, 2017.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Belgiovine						
Gadaleta						
Hayes						
Herrington						
Piantino						
Panso						
Mayor Rendo						

**RESOLUTION AUTHORIZING PAYMENT FOR CUSTODIAL MAINTENANCE
IN THE BOROUGH OF WOODCLIFF LAKE**

**RESOLUTION NO. 17-215
DECEMBER 4, 2017**

WHEREAS, National Maintenance Service, Inc. a New Jersey corporation with offices at 62 Tenafly Road, Englewood, New Jersey 07631 has been a contractor to the Borough providing custodial maintenance services at various locations within continuously since 2016; and

WHEREAS, due to changing circumstances, in particular the addition of locations for services needed, the total payments to National Maintenance Service, Inc. for the 2017 calendar year exceed the bidding threshold.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodcliff Lake authorizes the payment for said services through December 31, 2017 and authorizes the Borough Administrator and/or the Borough attorney to review the custodial needs of the Borough to assure that the Borough is compliant with Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) in 2018.

CERTIFICATION

I, Deborah Dakin, Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of December 4, 2017.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

CERTIFICATION OF FUNDS

I, Harold Laufeld, Chief Financial Officer of the Borough of Woodcliff Lake, hereby duly certify that fund(s) are available for the purchase.

Harold Laufeld
Chief Financial Officer