

**BOROUGH OF WOODCLIFF LAKE
MAYOR AND COUNCIL MINUTES
REORGANIZATION MEETING**

**Tice Center
411 Chestnut Ridge Road, Woodcliff Lake, New Jersey
January 7, 2018
11:30 AM**

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.

OATH OF OFFICE

John Molinelli swore in Nancy Gross
Philip McGovern swore in Brian Singleton

ROLL CALL

Mayor Carlos Rendo asked for roll call. Council members Belgiovine, Gadaleta, Gross, Hayes, Herrington and Singleton were present. Ronald Dario, Borough Attorney, Tomas Padilla, Borough Administrator and Debbie Dakin, Borough Clerk were present as well.

PLEDGE OF ALLEGIANCE

All present recited the Pledge of Allegiance.

INVOCATION – RABBI MONOSOV

SELECTION OF COUNCIL PRESIDENT FOR 2018

MOTION to name Corrado Belgiovine as Council President for the year 2018 was made by Councilwoman Gadaleta, seconded by Councilman Singleton unanimously approved.

ANNUAL PROFESSIONAL APPOINTMENTS

MOTION to table the appointments of Borough Attorney, Borough Engineer, Borough Auditor, Labor Attorney, Bond Attorney, Risk Manager, Special Counsel for PVRHSD and Special Counsel for Commercial Tax Appeals was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved by voice call vote.

ANNUAL PROFESSIONAL APPOINTMENTS

| | |
|---|----------------------------|
| Borough Attorney | Ronald Dario, Esq. |
| Borough Engineer | Neglia Engineering |
| Borough Auditor | Paul Lerch |
| Labor Attorney | Paul Doherty, Esq. |
| Bond Attorney | Steven Rogut, Esq. |
| Risk Manager | Frank Covelli |
| Special Counsel for PVRHSD | Vito Gagliardi, Jr., Esq. |
| Special Counsel for Tax Appeals Commercial | Chasan Leyner & Lamparello |

MOTION to approve the Mayor’s Annual Appointments and Designations to Various Municipal Offices, Planning Board, Zoning Board, Board of Health and Appointments to Various Committees was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved.

MAYOR’S ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES

| | |
|--------------------------------------|--|
| Property Maintenance Official | Raymond Blackton/Chris Behrens |
| Zoning Official | Nick Saluzzi |
| Recycling Program Coordinator | Chris Behrens |
| Fire Sub-Code Official | Edward Barboni |
| Chief Financial Officer | Harold Laufeld |
| Plumbing Sub-Code Official | Nick Saluzzi |
| Fire Official | Paul Bechtel |
| Deputy Fire Official | Timothy Ennis |
| Fire Inspector | Joseph Mauro |
| Fire Inspector | John Stalb |
| Fire Inspector | Michael Koons |
| Fire Inspector | John Whelan |
| Fire Inspector | Dan Schuster |
| Police and Assistant Police Surgeons | Sergio Dragone, Steven Meyeron, Stephen Margulis, Guiseppi Condemi |
| C-2 Sewer License | Christopher Seidler |
| Safety Fund Commissioner | Deborah Dakin |

PUBLIC COMMENT

MOTION to open to the public was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved.

Bert Taylor, Woodcliff Lake, stated that it was nice to see so many females on the Council and he welcomed the new Council.

Josephine Higgins, Woodcliff Lake, asked by there is only one Committee Liaison for Public Safety/Police/OEM/Tri-Boro. Administrator Padilla explained that our new Ordinance has the Council President and Administrator sitting on this Committee.

Joseph LaPaglia, Woodcliff Lake, congratulated the new Council on behalf of the Republican Club.

MOTION to close to the public was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved.

CONSENT AGENDA

MOTION to approve the Consent Agenda as amended, to pull Resolution No. 18-13 off of Consent and vote separately, was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved.

RESOLUTION

Resolution No. 18-13 Resolution Authorizing the Appointment of Borough Attorney in the Borough of Woodcliff Lake

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | | X | | |
| Herrington | | | | X | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

ADJOURNMENT

MOTION to adjourn at 12:15 PM was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved.

Respectfully submitted,

A handwritten signature in black ink that reads "Deborah Dakin". The signature is written in a cursive style with a large initial 'D'.

Deborah Dakin, RMC, CMR
Borough Clerk



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

TEMPORARY BUDGET

RESOLUTION NO. 18-01 JANUARY 7, 2018

WHEREAS, Section 40A:4-19 of Revised Statutes of the Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2018 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 2018; and

WHEREAS, said total temporary appropriations are limited to 26.25% of the total appropriations in the 2017 Budget exclusive of any appropriations made for debit service, capital improvement funds and public assistance in the said 2018 Budget in the amount of \$3,121,326.00.

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 his records:

| <u>CURRENT FUND</u> | <u>SALARIES AND WAGES</u> | <u>OTHER EXPENSES</u> |
|--------------------------|---------------------------|-----------------------|
| General Administration | 50,000.00 | 25,000.00 |
| Mayor and Council | 8,000.00 | 3,000.00 |
| Municipal Clerk | 30,000.00 | 15,000.00 |
| Financial Administration | 25,000.00 | 10,000.00 |
| Audit Services | | 5,000.00 |

| | | |
|--------------------------------------|------------|------------|
| Revenue Administration | 20,000.00 | 10,000.00 |
| Tax Assessment | 1,000.00 | 25,000.00 |
| Legal Services | | 45,000.00 |
| Engineering Services | | 10,000.00 |
| Planning Board | | 10,000.00 |
| Zoning Board of Adjustment | | 10,000.00 |
| Uniform Construction Code | 60,000.00 | 10,000.00 |
| Insurance - Other Insurance Premiums | | 180,000.00 |
| Group Insurance Plans for Employees | | 400,000.00 |
| Unemployment Insurance | | 1,000.00 |
| Police | 650,000.00 | 50,000.00 |
| Police Dispatch/911 | | 50,000.00 |
| Office of Emergency Management | 5,000.00 | 3,000.00 |
| Aid to Volunteer Fire Dept | 1,000.00 | 30,000.00 |
| First Aid Organization | | 5,000.00 |
| Fire Prevention Bureau | 15,000.00 | 5,000.00 |
| Municipal Court | | 20,000.00 |
| Streets and Roads | 240,000.00 | 60,000.00 |
| Shade Tree Commission | | 5,000.00 |
| Solid Waste Collection | 60,000.00 | 20,000.00 |
| Buildings and Grounds | 20,000.00 | 30,000.00 |
| Vehicle Maintenance | | 25,000.00 |
| Public Health Services | 8,000.00 | 12,000.00 |
| Animal Control | | 2,000.00 |
| Welfare Administration | 500.00 | 400.00 |
| Parks and Recreation | 30,000.00 | 32,000.00 |
| Maintenance of Parks | | 20,000.00 |
| Library Membership | | 25,000.00 |
| Celebration of Public Events | | 5,000.00 |
| Electricity | | 50,000.00 |
| Street Lighting | | 30,000.00 |
| Telephone | | 10,000.00 |
| Water | | 3,000.00 |
| Gasoline | | 50,000.00 |
| Sewerage Processing and Disposal | 50,000.00 | 5,000.00 |
| Landfill Dumping Fees | | 70,000.00 |
| Social Security | | 40,000.00 |
| Public Employees Retirement System | | 100,000.00 |
| Police and Fire Retirement System | | 125,100.00 |

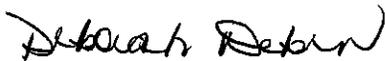
OPERATION -OUTSIDE CAP

| | | |
|---------------------------|--|------------|
| BCUA Shared Sewer Charges | | 180,000.00 |
|---------------------------|--|------------|

| | | | |
|--------------------------------------|---------------------|---------------------|----------------|
| Borough of Montvale - Sewer Charges | | 5,000.00 | |
| Borough of Hillsdale - Sewer Charges | | 5,000.00 | |
| LOSAP - Volunteer Ambulance | | 500.00 | |
| LOSAP - Volunteer Fire | | 500.00 | |
| Capital Improvement Fund | | 15,000.00 | |
| | - | - | |
| Total Appropriations | <u>1,273,500.00</u> | <u>1,847,500.00</u> | \$3,121,000.00 |
| Municipal Debt Service | | | |
| Payment of Bond Principal | 680,000.00 | | |
| Payment of Bond Anticipation Note | 200,000.00 | | |
| Interest on Bonds | 28,659.00 | | |
| Interest on Notes | <u>55,593.00</u> | | |
| | <u>964,252.00</u> | | |

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 January 7, 2018.



DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

DEPOSITORIES DESIGNATED

**RESOLUTION NO. 18-02
JANUARY 7, 2018**

WHEREAS, the Mayor requests a resolution for the designation of depositories; and

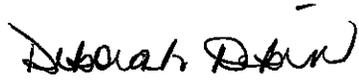
WHEREAS, it is provided that the Mayor and Council shall designate by resolution the banks and trust companies in which the Tax Collector and Chief Financial Officer shall deposit the moneys coming into their hands by virtue of their offices:

BE IT RESOLVED, that
Bank of America
State of NJ Cash Management Fund
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.

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 January 7, 2018.

A handwritten signature in black ink, appearing to read "Deborah Dakin", written over a horizontal line.

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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

**RESOLUTION DESIGNATING TOMAS PADILLA, BOROUGH ADMINISTRATOR,
AS THE PUBLIC COMPLIANCE OFFICER**

**RESOLUTION NO. 18-03
January 7, 2018**

WHEREAS, N.J.A.C. 17:27-1 et. seq. requires every public agency to annually designate an employee to serve 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 the Borough of Woodcliff Lake that Tomas Padilla be designated the Public Compliance Officer for a term ending December 31, 2018.

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 January 7, 2018.

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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

SIGNATURE AUTHORITY

RESOLUTION NO. 18-04 JANUARY 7, 2018

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, and Payroll Clerk.

As to Payroll Account – Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, and Payroll Clerk.

As to Public Assistance Funds – Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer and Assistance Director.

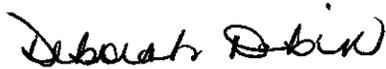
As to Municipal Court Account and Municipal Court Bail Account – Municipal Judge, Borough Administrator, Borough Clerk, Chief Financial Officer and Court Administrator.

As to the Current Account, Unemployment Account, Animal Account, Capital Account, Claims Account, Trust Account, Causeway Beautification Account, Affordable Housing Account, CD Trust Account, Mandatory Development Account, Assessment Trust Account, Open Space Account and Police Private Duty Account – Mayor, Borough Administrator, Borough Clerk and 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.

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 January 7, 2018.

A handwritten signature in black ink that reads "Deborah Dakin". The signature is written in a cursive style with a horizontal line underneath it.

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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

INTEREST ON DELINQUENT TAXES

RESOLUTION NO. 18-05

JANUARY 7, 2018

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;

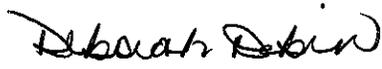
NOW, THEREFORE, BE IT RESOLVED, by the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, as follows:

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 the 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.

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 January 7, 2018.



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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

TAX COLLECTOR TO CHARGE FEE FOR RETURNED CHECKS

RESOLUTION NO. 18-06

JANUARY 7, 2018

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;

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

BE IT FURTHER RESOLVED that a certified copy of this resolution be given to the CFO and Tax Collector.

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 January 7, 2018.



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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

REGULAR MEETINGS

RESOLUTION NO. 18-07 JANUARY 7, 2018

BE IT RESOLVED that the regular meetings of the Mayor and Council shall be held on the first and third Monday of each month and on any other days specified during the year 2018 at the Municipal Building, 188 Pascack Road, Woodcliff Lake, New Jersey at 8:00 PM.

| | |
|--------------------------------|--|
| January 4, 2018 Reorganization | June 18, 2018 |
| January 22, 2018 | July 16, 2018 |
| February 12, 2018 | August 13, 2018 |
| March 5, 2018 | September 4, 2018 (Tuesday) |
| March 19, 2018 | September 17, 2018 |
| April 2, 2018 | October 1, 2018 |
| April 16, 2018 | October 15, 2018 |
| May 7, 2018 | November 20, 2018 (Tuesday) |
| May 21, 2018 | December 4, 2018 (Tuesday) |
| June 4, 2018 | December 17, 2018 |
| | January 3, 2019 (Sine Die/Reorganization – Thursday) |

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 January 7, 2018.

Deborah Dakin

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

LEGAL NEWSPAPERS DESIGNATED

**RESOLUTION NO. 18-08
JANUARY 7, 2018**

BE IT RESOLVED that the following newspapers are designated the legal newspapers of the Borough:

The Record
The Ridgewood News

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 January 7, 2018.



DEBORAH DAKIN, RMC, CMR
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Carlos Rendo, Mayor
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Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION AUTHORIZING CERTIFICATE OF INSURANCE FOR BOROUGH- SPONSORED ORGANIZATIONS

**RESOLUTION NO. 18-09
JANUARY 7, 2018**

WHEREAS, the Director of Parks and Recreation and the Parks and 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
Woodcliff Lake Soccer Association
Woodcliff Lake Football
WLM Wrestling Association
Woodcliff Lake Recreation Department
Woodcliff Lake Adult Basketball
Summer Day Camp
Official Meetings or Functions of the Borough of Woodcliff Lake; and

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

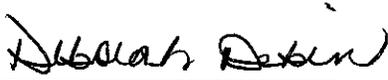
WHEREAS, the Borough of Woodcliff Lake has submitted Facility Use Applications and Hold Harmless Agreements and Certificates of Insurance Applications for the purpose of holding official meetings or functions at the premises of the Woodcliff Lake Board of Education; and

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.

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 January 7, 2018.



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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION AUTHORIZING REGULATING VEHICLE TOWING AND STORAGE SERVICES

**RESOLUTION NO. 18-10
JANUARY 7, 2018**

WHEREAS, the Borough of Woodcliff Lake advertised for bids on October 10, 2017.

WHEREAS, after review of the aforementioned, these bidders met the requirements as per Ordinance Nos. 92-1, 94-2, 13-10 and 16-17;

NOW, THEREFORE, BE IT RESOLVED, that Bergen Brookside Towing, One Emerson Plaza, Emerson, NJ; JTS Emerson Towing, 23 Chestnut Street, Emerson, NJ; Ramsey Auto Body, 265 Route 17 South, Upper Saddle River, NJ; and Rich's Automotive, 50 Chestnut Street, 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 2018.

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 January 7, 2018.

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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION AUTHORIZING PRIVATE SECTOR REIMBURSEMENT AND PROCEDURES FOR EMERGENCY EXPENSE

January 7, 2018
RESOLUTION NO. 18-11

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; 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

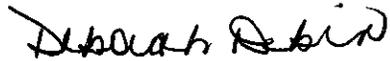
Deputy Coordinator

Department Head or Supervisor

(Supervisor shall mean senior available person in the chain of command)

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 January 7, 2018.



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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION ESTABLISHING A NEW PETTY CASH FUND

**RESOLUTION NO. 18-12
JANUARY 7, 2018**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county of municipality by application and resolution; and

WHEREAS, it is the desire of the Borough of Woodcliff Lake, County of Bergen, to establish such a fund in the amount of \$500.00; and

WHEREAS, the custodian for the fund is Deborah Dakin; and such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

NOW, THEREFORE, BE IT RESOLVED, that Woodcliff Lake hereby authorizes such action and that two copies of this Resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs, for approval.

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 January 7, 2018.

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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

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| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | | X | | |
| Herrington | | | | X | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION AUTHORIZING THE APPOINTMENT OF BOROUGH ATTORNEY IN THE BOROUGH OF WOODCLIFF LAKE

**RESOLUTION NO. 18-13
JANUARY 7, 2018**

WHEREAS, there exists a need for the appointment of an Borough Attorney to provide legal services and advice for the Borough of Woodcliff Lake for the year 2018; and

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

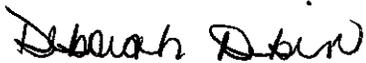
WHEREAS, this appointment and/or contract was advertised and is hereby awarded pursuant to a fair and open process in accordance with the provisions of N.J.S.A. 19:44A-20.4 et seq., with the award of the contract and/or the appointment being in the best interest and the most advantageous to the Borough of Woodcliff Lake considering all factors.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Borough Council of the Borough of Woodcliff Lake that of the firm of **Dario Albert Metz & Eyerman, LLC** is hereby appointed as Borough Attorney for the Borough of Woodcliff Lake. The term of the contract commences on January 1, 2018 and extends until December 31, 2018; and

BE IT FURTHER RESOLVED that a contract be entered into with the above appointee and such contract be awarded without competitive bidding as a "Professional Service" under the provisions of the Local Public Contracts Law because the aforesaid agreement encompasses professional services recognized, licensed and regulated by law, and is of a nature where it is not possible to obtain competitive bids and is hereby awarded under a fair and open process pursuant to N.J.S.A. 19:44A-20.4 et seq.

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 January 7, 2018.



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



BOROUGH OF WOODCLIFF LAKE

188 PASCACK ROAD, WOODCLIFF LAKE, NEW JERSEY 07677

Carlos Rendo, Mayor
Tomas J. Padilla, Borough Administrator

201-391-4977
Fax 201-391-8830

| Council Member | Motion | Second | Yea | Nay | Abstain | Absent |
|----------------|--------|--------|-----|-----|---------|--------|
| Belgiovine | X | | X | | | |
| Gadaleta | | X | X | | | |
| Gross | | | X | | | |
| Hayes | | | X | | | |
| Herrington | | | X | | | |
| Singleton | | | X | | | |
| Mayor Rendo | | | | | | |

RESOLUTION AUTHORIZING QUALIFIED PURCHASING AGENT PURSUANT TO N.J.S.A. 40A:11-9 FOR THE BOROUGH OF WOODCLIFF LAKE

RESOLUTION NO. 18-14 January 7, 2018

WHEREAS, The Mayor and Council for the Borough of Woodcliff Lake acknowledges that all procurements by the Borough shall be made in accordance with the Local Public Contracts Law: N.J.S.A. 40A:11-1, et. seq., as amended, and Rules and Regulations promulgated thereunder; and

WHEREAS, N.J.S.A. 40A:11-9 permits the Borough, by Resolution, to designate an individual to serve as the Borough's Qualified Purchasing Agent; and

WHEREAS, the Borough acknowledges that designation of an individual to serve as Qualified Purchasing Agent shall delegate to said individual the authority, responsibility and accountability for the purchasing activity for the Borough in the name of the Borough and conduct any activities as may be necessary or appropriate to the purchasing function of the Borough as its agent; and

WHEREAS, the New Jersey State Legislature, through the Director of the Division of Local Government Services, has established a criteria for individuals to qualify for designation as a Qualified Purchasing Agent (N.J.S.A. 40A:11-9(b)), among which are education and/or experience, training and examination requirements; and

WHEREAS, Fariba Negahban, has been issued a Qualified Purchasing Agent Certificate by the State of New Jersey, Department of Community Affairs, Division of Local Government Services recognizing that she has satisfied the professional and educational qualifications as set forth in N.J.S.A. 40A:11-9(b) a copy of which is attached hereto; and

WHEREAS, Fariba Negahban will be serving as the Borough's Qualified Purchasing Agent in return for a quarterly stipend of \$1,250.00.

WHEREAS, the Borough finds and determines that it is in the best interest of the Borough to designate Fariba Negahban as its Qualified Purchasing Agent.

NOW THEREFORE, BE IT RESOVLED, by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen and State of New Jersey that Fariba Negahban be designated the Qualified Purchasing Agent for the Borough effective at passage of this resolution through December 31, 2018 unless otherwise resolved by the Borough.

BE IT FURTHER RESOLVED that Fariba Negahban be granted all authority, responsibility and accountability of a qualified purchasing agent pursuant to the laws of the State of New Jersey and that she be authorized in the name of the Borough to conduct any activities as may be necessary or appropriate for the purchasing functions of the Borough, as its agent.

BE IT FURTHER RESOLVED that the Borough establish the enhanced bid and quote threshold for public bodies with designated Qualified Purchasing Agents in those amounts established and/or adjusted by the Governor pursuant to N.J.S.A.40A:11-3(c).

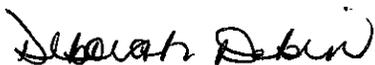
BE IT FURTHER RESOLVED that the Qualified Purchasing Agent may if necessary establish rules and regulations for the Borough's procurement which rules and regulations shall not be inconsistent, but shall supplement, the laws of the State of New Jersey.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Borough Auditor and Chief Financial Officer.

BE IT FURTHER RESOLVED, that a signed, conformed and compared copy of this Resolution should be accessible and maintained as an official Borough record pursuant to and in accordance with the "Open Public Records Act"; N.J.S .A. 47: 1A-1, et seq. and the "Destruction of Public Records Law (1953)"; N.J.S.A. 47:3-8.1, et seq. as set forth by the State of New Jersey Municipal Agency Record Retention Schedule promulgated by the Division of Archives and Record Management.

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 January 7, 2018.



DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK