



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

**October 17, 2016**

**8:00 PM**

**CALL TO ORDER**

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

**ROLL CALL**

Mayor Carlos Rendo asked for a roll call. Council members Belgiovine, Chiavelli, Gadaleta, Hayes, Herrington and Panso were present. Borough Attorney Ron Dario was present, as well as Borough Administrator Tomas Padilla and Borough Clerk Debbie Dakin.

**PLEDGE OF ALLEGIANCE**

All present recited the Pledge of Allegiance.

**PRESENTATION**

Hills Valley Coalition Presentation, led by Gale Mangold and Pam Martorano

**APPROVAL OF MINUTES**

Motion to approve the Minutes of September 28, 2016 (Closed) was made by Council President Belgiovine, seconded by Councilman Panso and approved by Council President Belgiovine, Councilwoman Chiavelli, Councilwoman Gadaleta, Councilwoman Hayes and Councilman Panso. Councilwoman Herrington abstained.

Motion to approve the Minutes of September 28, 2016 (Open) was made by Councilwoman Gadaleta, seconded by Council President Belgiovine and approved by Council President Belgiovine, Councilwoman Chiavelli, Councilwoman Gadaleta, Councilwoman Hayes, and Councilman Panso. Councilwoman Herrington abstained.

## **MAYOR'S COMMENTS**

Mayor Rendo stated that he received an e-mail from a student at Pascack Hills High School and a member of the softball team. They worked so hard to get a softball field at Hills and it is finally being constructed. The purpose of her e-mail was to let me know that the softball team is raising money to have a trip to the Ripken experience in South Carolina. They do this only by donations and is looking to raise approximately \$10,000.00. If anyone is interested in helping the girls go to South Carolina, there is a Go Fund Me page PHSOFTBALL-Myrtle.

Mayor Rendo stated that he had the pleasure to attend the last Shade Tree Committee meeting. This is one of the hardest working committees that we have. These individuals are dedicated to keeping Woodcliff Lake green and open. One of the items that the spoke about was the grant they received for \$19,000 which they are grateful for. They are planning on planting trees in the springtime and where to spend money. Mayor Rendo suggested that the Mayor and Council help them out of our Open Space Fund. Mayor Rendo stated that he would like to clean up, plant trees and beautiful the Werimus Road corridor. This is the main artery to our municipality. Mayor Rendo stated that he has decided to give this task to Councilwoman Chiavelli and Councilman Panso since they are on the Open Space Committee to sit down with Mr. Vuich and Mr. Preiss to come up with a plan to include that area.

## **ENGINEER'S REPORT**

Joe Vuich stated that the construction of the road program began in his absence and we are not wrapping it up. Over the last two weeks the construction, paving and concrete work was focused around Dorchester and Woodland when the school was closed for the holidays. There are some repairs to be done but all is going according to schedule. The rest of the schedule was worked out today for paving. Tomorrow the paving will start on Fern, Balsam and Heather Hill. On Wednesday they will be on Daniel and Thomas. We will still have to coordinate the schedule for the pool filter lot. We wanted to make sure we got all the work done on the roads that will impact our residents first and then we can have the contractor break away and regroup to make sure he comes in quickly to rip out the old asphalt and put the new asphalt on the pool filter lot.

Council President Belgiovine asked Mr. Vuich if he knew the status of the Transportation Fund Grant. Mr. Vuich replied that he believes it should be lifted soon but has not received any official written notification yet.

Councilwoman Herrington asked Mr. Vuich if there was any update from our last discussion regarding sidewalks. Mr. Vuich replied that in the near future we are going to schedule something with the county. We will get a representative from the County up to Woodcliff Lake to walk the streets with us. Ms. Herrington asked if he could walk around 2:15 PM - 2:25 PM when the children are getting out of school when there is more activity. Ms. Herrington volunteered to walk with him.

Council President Belgiovine stated to Mr. Vuich that the Brookview resident's situation is not

getting any better. He spoke to that resident over the weekend and the situation has gotten worse. Mr. Belgiovine stated that he thought we were waiting for Park Ridge but does not know where we are with it. Council President Belgiovine asked Mr. Vuich to please keep on top of this project. Mr. Vuich replied that he will get an estimate and scope of work together to present to the Council.

Council President Belgiovine also asked what the status was of the bridge on Park Ridge's side and the bridge on Hillsdale's side. Mr. Vuich replied that he will look into it and get back to him.

Councilwoman Hayes stated that she spoke with somebody on Wright Street South and she has some pictures of the lines in the asphalt that the resident has some questions on. Ms. Hayes asked Mr. Vuich to please look into this matter. Mr. Belgiovine stated that he already sent the pictures to Mike Neglia.

### **ADMINISTRATOR'S REPORT**

Administrator Padilla went over the Best Practices Checklist. The Local Finance Board requires us to do a Best Practices Checklist which is mostly done by himself as the Administrator, Debbie Dakin as Borough Clerk and Harold Laufeld, CFO. This is required by the State and has to be filed by October 21, 2016. One of the requirements is that it must be mentioned at a public meeting. It is 30 questions down from last year. We have to have positive scores on 22 out of the 30. Some of the questions do not apply to us and are not applicable. Non-applicable count as a positive grade for us. We had a score of 83%. Mr. Padilla stated that there are a couple of items that are on the agenda that are positive for the Best Practices. Resolution 16-274 which requires the tax assessor to notify the Governing Body and the CFO of all tax appeals and Resolution 16-276 which is our Policy and Procedures Manual. This is something that should be done every 2 years. We are using the template that is provided by the JIF with some modifications that are specific to Woodcliff Lake.

Mr. Padilla stated that Resolution 16-278 will provide employees that are eligible to opt into a less costly healthcare plan. There are 9 different plans that the employees can enroll in. If an employee enrolls into a less costly plan and there are cost savings, the Borough will share that with the employees.

Administrator Padilla stated that we bought a house on Highview a few months ago. We will be authorizing it to be demolished over the next few weeks. Our fire department as well as Park Ridge fire department utilized the house for some training.

Mr. Padilla stated that we continue to work with our grant writers. We are working on new flooring for the Tice Center. We received a grant from FEMA for \$156,000 for our fire department. We submitted our grant for the tennis courts.

## **NEW BUSINESS**

- DPW Update, led by Council President Corrado Belgiovine

Council President Belgiovine stated that the DPW has been hard at work. They have been repairing police vehicles, repaired a plow frames, covered the town pool (recommending that we look at replacing the pool cover), winterized the well house, filter house, bath house, and snack bar. Relocated the lending book bench to the Lydecker House. Removed some dead and hazardous trees. Repaired some catch basins and started leaf preparation. They have been dealing with the road program and are working on purchases.

Shredding Day is coming up on November 12, 2016 from 9:00 AM – 12:00 PM. Each resident will be allowed to bring approximately 6 bags/boxes per trip. This will take place behind the Lydecker House.

Councilwoman Chiavelli stated that she wanted to compliment Chris Behrens. He really goes the extra mile when it comes to recycling. We received a lot of compliments regarding this.

- Park and Recreation Update, led by Councilwoman Jeanine Chiavelli

Councilwoman Chiavelli stated that we certified another 25 coaches at the Rutgers Safety Clinic around 2 weeks ago. Our Breast Cancer event went really well. Councilwoman Chiavelli thanked all the vendors that came, the Guardians of the Ribbon Pink Firetruck, Elizabeth Calderone and Joy Sugerman for organizing the event, our DPW for the set-up and clean-up of the event and to our police that came, as well as the Boro Hall staff. Our golf program is going strong which takes place until November 1. We are preparing for our big Halloween event. Hopefully the weather will hold up. Please check the website just in case we have to switch to the rain date. Again, Ms. Chiavelli thanked our DPW for all their help. We did a lot of extra work on this event.

The newsletter will be out by the end of the week. All upcoming events will be listed in it.

Our DPW had someone put an outlet on the town clock by the train station this week. We can now put some holiday lights around it.

Administrator Padilla stated that they were doing the gutter electrical work at the Tice Senior Center.

Mayor Rendo thanked Guardians of the Ribbon for bringing the pink firetruck. We made some money to help fight breast cancer.

Administrator Padilla stated that Joy Sugerman should be mentioned. Joy stepped up big time. Mayor Rendo and Council President Belgiovine agreed. She did a wonderful job. Administrator Padilla stated that Elizabeth Calderone had a family emergency and had to leave town and Joy was there making sure everything went smooth plus Joy was responsible for a lot of the vendors

and door prizes. Councilwoman Chiavelli agreed and stated that DPW did a great job because Liz couldn't be there. Ray Blackton and Dave were a big help.

- Fire Department Update, led by Councilwoman Jacqueline Gadaleta

Councilwoman Gadaleta stated that we had an open house this past week and fortunately the weather held out beautifully and we had close to 500 people attend. The rides on the fire trucks were definitely a hit as well as the hot dogs. It was a great night. Our new truck should be coming in around 2-3 weeks and we will keep you posted. We will wait until the spring to have our celebratory wet down.

We are also excited about the grant which we were able to secure. It is replacing 20 year old air packs that were in great need of getting replaced.

There was a small fire on October 1, 2016 in a storage shed at the Blue Moon. They responded right away and took care of the situation.

- Shade Tree Update, led by Councilwoman Angela Hayes

Councilwoman Hayes stated that she received another e-mail from a resident that wants to meet and maybe be a part of the Committee. Councilwoman Hayes thanked Marilyn Clark. She is currently working with the Forestry Consultants for our next 5 year plan. This is very important because if we have this 5-year plan it gets us a lot more grant money. Ms. Hayes stated that Mr. Disney does a great job in doing his inspections and puts together fabulous excel spreadsheets. Councilwoman Hayes gave an update on the number of trees that have been removed. Councilman Panso asked if there is any way to keep track of the number of trees that are planted, not just removed.

## **PUBLIC COMMENT**

MOTION to open to the public was made by Councilwoman Hayes, seconded by Councilwoman Herrington and unanimously approved.

Josephine Higgins, Woodcliff Lake, stated that she received a call that the trees were dying at the tree farm because it has been warm out and the water had been turned off up there. Ms. Higgins and her son along with Herb Kuehlke, OEM, filled up the 5 gallon empty water bottles from the DPW and watered the trees. Ms. Higgins also stated that there is a "yellow sign" on Werimus Road that is blocking the trees. Ms. Higgins asked if administration could look into the sign and see if it could be moved. Mrs. Higgins asked for a copy of the Best Practices Checklist.

Cheryl Dispoto, Woodcliff Lake, stated that the Girl Scouts would like to know if they could have a little bridge on the property at the Lydecker House for their "moving up" ceremonies. Mrs. Dispoto also asked that when the Lydecker House was done, is that a place that the Girl Scouts could possibly have meetings.

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

**CONSENT AGENDA**

MOTION to Approve the Consent Agenda was made by Council President Belgiovine, seconded by Councilwoman Chiavelli and unanimously approved. Councilwoman Herrington abstained from Resolution No. 16-276.

**ADJOURNMENT**

MOTION to adjourn was made by Council President Belgiovine, seconded by Councilwoman Gadaleta and unanimously approved by voice call vote.

Meeting was adjourned at 9:40 PM.

Respectfully submitted,



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

## RESOLUTION AUTHORIZING HOLDING OF CLOSED SESSION

**RESOLUTION NO. 16-268**

**October 17, 2016**

**WHEREAS**, the Mayor and Council of the Borough of Woodcliff Lake, pursuant to the provisions of N.J.S.A. 10:4-12(b), may meet in closed session; and

**WHEREAS**, the following is the subject matter to be discussed in closed session:

1. Anticipated Litigation, RLUIPA
2. Insurance Committee Update

**WHEREAS**, these Minutes will be kept and once the matter involving the confidentiality of the aforementioned no longer requires that confidentiality, then the minutes can be made public.

**NOW THEREFORE BE IT FURTHER RESOLVED** that formal action may be taken at the Meeting.

### **ROLL CALL:**

Introduction: Mrs. Herrington

Second: Mr. Belgiovine

Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso

Nays: None

Abstain: None

Absent: None

### **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 October 17, 2016.

**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

## RESOLUTION AUTHORIZING PAYMENT OF PAYROLL & PAYMENT OF CLAIMS

**RESOLUTION NO. 16-269**

**October 17, 2016**

**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 10/15/2016 - \$188,992.34

**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:	\$ 4,359,438.52
Trust/Other:	\$ 841.56
Capital:	\$ 622,982.57
Escrow:	\$ 5,478.79

### ROLL CALL:

Introduction: Mr. Belgiovine

Second: Mrs. Chiavelli

Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso

Nays: None

Abstain: None

Absent: None

### CERTIFICATION OF FUNDS

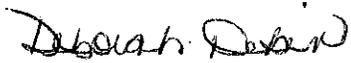
I, Harold Laufeld, Chief Financial Officer of the Borough of Woodcliff Lake, hereby duly certify that fund(s) are available for Payroll Disbursements and Payment of Claims.

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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 October 17, 2016.



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**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

## **RESOLUTION REQUESTING APPROVAL OF ITEMS OF REVENUE AND APPROPRIATION** **- CHAP 159 - NJSA40A 4-87 - BODY ARMOR REPLACEMENT FUND**

**RESOLUTION NO. 16-270**  
**OCTOBER 17, 2016**

**WHEREAS**, N.J.S.A 40A:4-87 provides that the Director of Local Government Services may approve the insertion of any Special Item of Revenue in the budget of any County or Municipality when such item shall have been available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amounts; and

**WHEREAS**, the Borough of Woodcliff Lake has received \$ 1,943.57 from State of NJ Criminal Justice 2016 Body Armor Fund and wishes to amend its 2016 Budget to include this amount as a revenue.

**NOW, THEREFOR BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake requests the Director of Division of Local Government Services to approve the insertion of an item of revenue in the 2016 Budget in the sum of \$ 1,943.57 which is now available from Body Armor Replacement Fund; and

**BE IT FURTHER RESOLVED**, that a like sum of \$ 1,943.57 is hereby appropriated under the caption

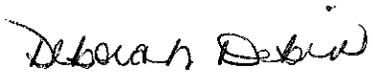
General Appropriations  
Operations Excluded from CAPS  
State and Federal Programs Offset by Revenues  
Body Armor Replacement Fund

### **ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.



**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

## CHAPTER 159 – DRUNK DRIVING ENFORCEMENT FUND

### RESOLUTION NO. 16-271

OCTOBER 17, 2016

**WHEREAS**, N.J.S.A 40A:4-87 provides that the Director of Local Government Services may approve the insertion of any Special Item of Revenue in the budget of any County or Municipality when such item shall have been available by law and the amount thereof was not determined at the time of the adoption of the budget; and

**WHEREAS**, said Director may also approve the insertion of any item of appropriation for equal amounts; and

**WHEREAS**, the Borough of Cresskill has received \$ 3,284.70 from N J Highway Safety-Division of Motor Vehicles - Drunk Driving Enforcement Fund and wishes to amend its 2016 Budget to include this amount as a revenue.

**NOW, THEREFOR BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake requests the Director of Division of Local Government Services to approve the insertion of an Item of Revenue in the 2016 Budget in the sum of \$3,284.70 which is now available as a revenue from State and Federal Grants off-set by revenue; and

**BE IT FURTHER RESOLVED**, that a like sum of \$ 3,284.70 and the same is hereby appropriated under the caption

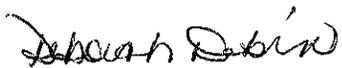
General Appropriations  
Operations Excluded from CAPS  
State and Federal Programs Offset by Revenues  
Drunk Driving Enforcement Fund

#### **ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.



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**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

**A RESOLUTION TO AFFIRM WOODCLIFF LAKE'S CIVIL RIGHTS  
POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES,  
PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT  
CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO  
CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND  
VOLUNTEERS**

**RESOLUTION NO. 16-272  
OCTOBER 17, 2014**

**WHEREAS**, it is the policy of Woodcliff Lake to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act; and

**WHEREAS**, the governing body of Woodcliff Lake has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT RESOLVED** by the Woodcliff Lake Governing Body that:

**Section 1:** No official, employee, appointee or volunteer of the Woodcliff Lake by whatever title known, or any entity that is in any way a part of Woodcliff Lake shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of Woodcliff Lake's business or using the facilities or property of Woodcliff Lake.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from Woodcliff Lake to provide services that otherwise could be performed by Woodcliff Lake.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of Woodcliff Lake as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** At least annually, the Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within Woodcliff Lake. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Woodcliff Lake's web site.

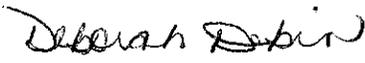
**Section 9:** This resolution shall take effect immediately.

**ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington, Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.

  
\_\_\_\_\_  
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

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

**RESOLUTION NO. 16-273  
October 17, 2016**

**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, 2016.

**ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.

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**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

**ADOPT A POLICY REQUIRING THE BOROUGH OF WOODCLIFF LAKE TAX ASSESSOR TO NOTIFY  
THE GOVERNING BODY AND CHIEF FINANCIAL OFFICER OF ALL TAX APPEALS UPON FILING**

**RESOLUTION NO. 16-274**

**October 17, 2016**

**WHEREAS**, the active monitoring and management of a municipality's ratable base is fundamental to helping to insure fiscal stability; and

**WHEREAS**, the refunding of tax appeals can affect the cash flow of a municipality, the calculation for the reserve for uncollected taxes which is necessary to the preparation of a budget and fund balance; and

**WHEREAS**, every taxpayer has the right to appeal a tax assessment, first through administrative channels and if not satisfied with the results there, ultimately through the County Board of Taxation and the Courts; and

**WHEREAS**, reporting of this information is essential to operation of the municipality;  
and

**WHEREAS**, it is in the best interest of the Borough of Woodcliff Lake that its Governing Body have this information on a timely basis.

**NOW THEREFORE BE IT RESOLVED** that the Tax Assessor is requested to following this policy requiring that the Tax Assessor of the Borough of Woodcliff Lake notify the Governing Body and the Chief Financial Officer of all tax appeals upon filing, but not later than June 1<sup>st</sup> of each year.

**ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.



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**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

## RESOLUTION AUTHORIZING APPOINTMENT OF POLICE MATRONS IN THE BOROUGH OF WOODCLIFF LAKE

RESOLUTION NO. 16-275  
OCTOBER 17, 2016

**WHEREAS**, the Borough of Woodcliff Lake has determined the need to appoint Police Matrons to assist the Borough of Woodcliff Lake Police Department in the event that a female is taken into police custody; and

**WHEREAS**, the Borough of Woodcliff Lake has determined that the Police Matrons shall work only when needed and at the direction of the Chief of Police of the Borough of Woodcliff Lake; and

**WHEREAS**, the Borough of Woodcliff Lake has identified candidates for offer of employment, to wit, Heather McGee and Marly Frasciello; and

**WHEREAS**, the Borough of Woodcliff Lake has determined that these individuals have completed the necessary Matron Training at the Bergen County Police Academy and are maintaining certification by same in this area; and

**WHEREAS**, it is in the Borough's best interest to hire the Police Matrons for necessary and occasional use at a payment rate of \$19.00 per hour; and

**WHEREAS**, said appointments are contingent upon successful completion of background and reference investigation.

**NOW THEREFORE, BE IT RESOLVED**, that Heather McGee and Marly Frasciello are appointed as the Borough of Woodcliff Lake Police Matrons for necessary and occasional use at a payment rate of \$19.00 per hour.

### **ROLL CALL:**

Introduction: Mr. Belgiovine

Second: Mrs. Chiavelli

Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso

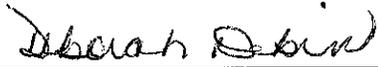
Nays: None

Abstain: None

Absent: None

**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 October 17, 2016.



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**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

## RESOLUTION ADOPTING PERSONNEL POLICIES AND PROCEDURES

**RESOLUTION NO. 16-276**

**OCTOBER 17, 2016**

**WHEREAS**, it is the policy of the Borough of Woodcliff Lake to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

**WHEREAS**, the Borough of Woodcliff Lake has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

**NOW, THEREBY, BE IT RESOLVED** by the Mayor and Council of the Borough of Woodcliff Lake that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

**BE IT FURTHER RESOLVED** that these personnel policies and procedures shall apply to all Borough of Woodcliff Lake officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

**BE IT FURTHER RESOLVED**, that this manual is intended to provide guidelines covering public service by the Borough of Woodcliff Lake employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough of Woodcliff Lake.

**BE IT FURTHER RESOLVED** that to the maximum extent permitted by law, employment practices for the Borough of Woodcliff Lake shall operate under the legal doctrine known as "employment at will."

**BE IT FURTHER RESOLVED** that Dennis Calo of Hartmann, Doherty, Rosa, Berman and Bulbulia, LLC is hereby appointed as Employment Attorney to advise the Borough in personnel matters.

**BE IT FURTHER RESOLVED** that the Borough Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Labor Counsel shall assist the Borough Administrator in the implementation of the policies and procedures in this manual.

**ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mr. Panso  
Nays: None  
Abstain: Mrs. Herrington  
Absent: None

**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 October 17, 2016.



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**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 **RESOLUTION AWARDING DEMOLITION CONTRACT  
IN THE BOROUGH OF WOODCLIFF LAKE**

201-391-4977  
Fax 201-391-8830

**RESOLUTION NO. 16-277**

**OCTOBER 17, 2016**

**WHEREAS**, the Borough of Woodcliff Lake has identified the need to demolish the structure located on Borough property, to wit 15 Highview Avenue; and

**WHEREAS**, the Borough of Woodcliff Construction Code Official has identified the corporation of Dave O'Donovan Excavating, Inc. of Park Ridge, New Jersey, as having the expertise, equipment and experience necessary to perform this service for the Borough pursuant to the terms of the August 1, 2016 quote provided to the Borough; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) permits the awarding of contracts that fall below the bidding threshold to be done without competitive bids and provides that the contract itself must be available for public inspection.

**NOW THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodcliff Lake authorizes the execution of the contract between the Borough and Dave O'Donovan Excavating, Inc. to demolish the structure located on 15 Highview Avenue.

**ROLL CALL:**

Introduction: Mr. Belgiovine

Second: Mrs. Chiavelli

Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso

Nays: None

Abstain: None

Absent: None

**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 October 17, 2016.

**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

## **A RESOLUTION TO OFFER A PORTION OF MUNICIPAL SAVINGS TO INCENTIVIZE THOSE ELIGIBLE EMPLOYEES THAT CHOOSE TO PARTICIPATE IN A LOWER COST HEALTH BENEFIT PLAN**

**RESOLUTION 16-278**

**OCTOBER 17, 2018**

**WHEREAS**, the Borough of Woodcliff Lake, hereinafter, the Borough, provides medical and prescription benefits to its eligible employees and dependents through the State Health Benefits Program (SHBP); and

**WHEREAS**, under the legislative requirements set forth by P.L. 2011 c. 78 (commonly known as Chapter 78), the SHBP offers a number of alternate lower cost health benefit plans that allow employees to choose the coverage they deem best; at a lower cost to themselves and the Borough; and

**WHEREAS**, more specifically, the Health Benefits Consultant met with Borough Officials to review the SHBP offerings and develop a strategy that shares the Borough savings associated with the lower cost plans with the participating employee, thus providing the employee with an incentive to consider lower cost plans that may include higher deductibles, co-insurance, etc.; and

**WHEREAS**, the alternate plan designs include several PPO's an HMO and two High Deductible Plans, that collectively, provide cost-effective alternative plan designs for consideration by employees looking to contain/reduce their contributions, based upon their personal and family needs; and

**WHEREAS**, it is the desire of the Mayor and Council to share a portion of the overall municipal savings generated by employees participating in the alternate plans and therefore, will provide specific financial incentives to achieve that goal.

**NOW, THEREFORE BE IT RESOLVED**, the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, hereby authorizes and endorses a specific portion of the Municipal savings to be provided to a participating employee as an incentive, separate and apart, from the savings the employee would normally receive, based upon their prescribed percentage of contribution to a lower cost plan; and

**BE IT FURTHER RESOLVED**, the Governing Body authorizes a percentage of the municipal savings be provided the employee for each alternate plan as follows:

<b>PPO</b>	<b>50%</b>
<b>HMO</b>	<b>50%</b>
<b>HDHP (HSA)</b>	<b>50%</b>

**BE IT FURTHER RESOLVED**, the municipal incentive shall be paid to the employee at the conclusion of the policy period in December of each year; and

**BE IT FURTHER RESOLVED**, the Borough Benefits Consultant and Borough Administrator are hereby authorized to coordinate these offerings as a part of the Borough's Employee Health Benefits Program during the Open Enrollment period between October 1, thru October 31, 2016 for a January 1, 2017 effective date; and

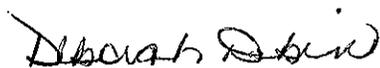
**BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be forwarded to the Borough CFO, Borough Auditor and PIA Security Programs, Inc., 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ Benefits Consultant to the Borough.

**ROLL CALL:**

Introduction: Mr. Belgiovine  
Second: Mrs. Chiavelli  
Ayes: Mr. Belgiovine, Mrs. Chiavelli, Mrs. Gadaleta, Mrs. Hayes, Mrs. Herrington,  
Mr. Panso  
Nays: None  
Abstain: None  
Absent: None

**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 October 17, 2016.



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