



**BOROUGH OF WOODCLIFF LAKE
MAYOR AND COUNCIL AGENDA
November 23, 2015
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, have been notified.

ROLL CALL

Mayor Jeffrey R. Goldsmith
Councilman Corrado Belgiovine
Councilman Eric Bloom
Councilwoman Jeanine Chiavelli
Councilwoman Jacqueline Gadaleta
Councilman Thomas Panso
Council President Carlos Rendo

PLEDGE OF ALLEGIANCE

APPROVAL OF MINUTES

November 5, 2015

PROCLAMATION

- Honoring Woodcliff Lake Veterans

MAYOR'S COMMENTS

ORDINANCE

Introduction Ordinance 15-16
"An Ordinance Amending the Borough of Woodcliff Lake Municipal Code Section 250-9 Which Governs Turn Restrictions and Prohibitions within the Borough"

NEW BUSINESS

- Park and Recreation Update, led by Councilwoman Jeanine Chiavelli
- Council to Community Update, led by Council President Carlos Rendo
- S&P Rating, led by Mayor Jeffrey Goldsmith

PUBLIC COMMENT

(limited to 5 minutes per speaker)

CONSENT AGENDA

- | | |
|-----------------------|--|
| Resolution No. 15-260 | Resolution Authorizing Payroll and Payment of Claims |
| Resolution No. 15-261 | Resolution Award the Baseball Snack Bar Clubhouse Roof and Soffits Repair Contract in the Borough of Woodcliff Lake |
| Resolution No. 15-262 | 2015 Budget Reserves Transfers |
| Resolution No. 15-263 | Resolution Requesting Approval of Items of Revenue and Appropriation – Chapter 159 – N.J.S.A. 40A:4-87 -- Body Armor Replacement Fund |
| Resolution No. 15-264 | Resolution Authorizing a Refund of Overpayment of Taxes |
| Resolution No. 15-265 | Resolution Authorizing a Shared Services Agreement Between the Borough of Hillsdale and the Borough of Woodcliff Lake for the Shared Use of the Senior Transportation Van in the Borough of Woodcliff Lake |
| Resolution No. 15-266 | Resolution Authorizing the Issuance of Requests for Qualifications for Professional Services in Borough of Woodcliff Lake |
| Resolution No. 15-267 | Resolution Authorizing Shredding Day in the Borough of Woodcliff Lake |
| Resolution No. 15-268 | Resolution Rejecting All Bids Received for Towing Applications and Authorizing the Borough Clerk to Re-Advertise for the Receipt of Bids in the Borough of Woodcliff Lake, State of New Jersey |

ADJOURNMENT

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

Subject to Additions and/or Deletions

BOROUGH OF WOODCLIFF LAKE
Bergen County, New Jersey

ORDINANCE NO. 15-16

“AN ORDINANCE AMENDING THE BOROUGH OF WOODCLIFF LAKE MUNICIPAL CODE SECTION § 250-9 WHICH GOVERNS TURN RESTRICTIONS AND PROHIBITIONS WITHIN THE BOROUGH”

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 Mayor and Council of the Borough of Woodcliff Lake wishes to ensure the safety of those utilizing the roads within the Borough; and

WHEREAS, it is the advice of the Chief of Police based upon a report of the Bergen County Engineer that a sight line impingement exists for vehicles driving West on Pinecrest Drive turning Left onto the southbound lane of Werimus Road. Accordingly, it is recommended that a left turn from Pinecrest Drive onto Werimus Road be made illegal and that the County should install “NO LEFT TURN” signage as soon as it is feasible.

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

Section 1: The schedule of prohibited turns contained in Borough Code § 250-9 (B) shall be amended to include the following:

8. Pinecrest Drive onto Werimus Road: no left turn

Section 2: Effective Date

a. This Ordinance shall take effect upon passage and publication according to law.

RESOLUTION AUTHORIZING PAYMENT OF PAYROLL & PAYMENT OF CLAIMS

**Resolution No. 15-260
November 23, 2015**

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 11/15/2015 - \$187,496.38

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:	\$ 114,808.37
Animal Control:	\$ 785.00
Trust Other:	\$ 129.99
Escrow:	\$ 4,376.40

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 November 23, 2015.

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

**RESOLUTION AWARDING THE BASEBALL SNACK BAR CLUBHOUSE REPAIR CONTRACT IN THE
BOROUGH OF WOODCLIFF LAKE**

**RESOLUTION NO. 15-261
November 23, 2015**

WHEREAS, the Mayor and Council of the Borough of Woodcliff Lake has identified the need to make repairs to the roof and soffits on the baseball snack bar clubhouse; and

WHEREAS, the Borough of Woodcliff has identified the corporation of M&M Carpentry as having the expertise, equipment and experience necessary to perform this service for the Borough for the amount of \$11,050.00; and

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 M&M Carpentry to make repairs to the roof and soffits on the baseball snack bar clubhouse.

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 November 23, 2015.

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

2015 Budget Reserves Transfers

Resolution No. 15-262

November 23, 2015

General Administration - Salaries and Wages	5-01-20-100-010	5,000.00	
Municipal Clerk - Salaries and Wages	5-01-20-120-010		5,000.00
Financial Administration - Salaries and Wages	4-01-20-145-010	5,000.00	
Fire Prevention - Salaries and Wages	5-01-25-265-010		2,500.00
Parks and Recreation - Salaries and Wages	5-01-28-370-010		2,500.00
Sewer - Salaries and Wages	5-01-31-455-010	12,000.00	
Solid Waste - Salaries and Wages	5-01-26-305-010		5,000.00
Buildings and Grounds - Salaries and Wages	5-01-26-310-010		7,000.00
Legal - Other Expenses	5-01-20-155-020	3,000.00	
Planning Board - Other Expenses	5-01-20-180-020		3,000.00
Library - Other Expenses	5-01-29-390-020	1,500.00	
Information Technology - Other Expenses	5-01-20-140-020		1,500.00
Financial Administration - Other Expenses	5-01-20-145-020	1,500.00	
Tax Collection - Other Expenses	5-01-20-145-020		1,500.00
Gasoline	5-01-31-460-020	500.00	
Shade Tree Commission - Other Expenses	5-01-26-300-020		500.00
Maintenance of Parks - Other Expenses	5-01-28-375-020	3,000.00	
Gasoline	5-01-31-460-020	9,000.00	
Buildings and Grounds - Other Expenses	5-01-26-310-020		12,000.00
General Administration - Other Expenses	5-01-20-100-020	300.00	
Public Assistance - Other Expenses	5-01-27-345-020		300.00
Public Events - Other Expenses	5-01-30-420-020	6,000.00	
Parks and Recreation - Other Expenses	5-01-28-370-020		6,000.00
TOTAL		46,800.00	46,800.00

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 November 23, 2015.

**DEBORAH DAKIN
BOROUGH CLERK**

**RESOLUTION REQUESTING APPROVAL OF ITEMS OF
REVENUE AND APPROPRIATION – CHAPTER 159–
N.J.S.A. 40A: 4-87 – BODY ARMOR REPLACEMENT FUND**

**Resolution No. 15-263
November 23, 2015**

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.

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 2015 Budget in the sum of \$ 2,015.49 which is now available from Body Armor Replacement Fund

BE IT FURTHER RESOLVED, that a like sum of \$ 2,015.49 is hereby appropriated under the caption

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

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 November 23, 2015.

**DEBORAH DAKIN
BOROUGH CLERK**

RESOLUTION AUTHORIZING A REFUND OF OVERPAYMENT OF TAXES

RESOLUTION NO. 15-264

November 23, 2015

WHEREAS, the property tax on the following parcel were overpaid by the former property owners; and

WHEREAS, this has resulted in the overpayment of property tax on this parcel by \$8042.97; and

WHEREAS, the former owners of the property listed have requested a refund of overpayment.

NOW, THEREFORE, BE IT RESOLVED, BY THE Mayor and Council of the Borough of Woodcliff Lake, that the CFO be authorized to refund the overpayment of \$8,042.97 to the owner listed below:

B/L	OWNER	AMT.	REASON
1207/3	PURRITANO, LINDA & JOSEPH	\$8042.97	DUPLICATE PAYMENT

MAIL PAYMENT TO:
PURRITANO, LINDA & JOSEPH
22 LINDA TERRACE
WOODCLIFF LAKE, NJ 07677

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 November 23, 2015.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

RESOLUTION AUTHORIZING A SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF HILLSDALE AND THE BOROUGH OF WOODCLIFF LAKE FOR THE SHARED USE OF THE SENIOR TRANSPORTATION VAN IN BOROUGH OF WOODCLIFF LAKE

**RESOLUTION NO. 15-265
November 23, 2015**

WHEREAS, *N.J.S.A. 40A:65-1 et seq.*, the “Uniformed Shared Services and Consolidation Act,” authorizes contracts between municipalities for the sharing of services within their respective jurisdictions; and

WHEREAS, the governing bodies of the Boroughs of Hillsdale and Woodcliff Lake deem it to be in the best interests of the people in their respective communities to enter into such an agreement for the sharing the use of the Senior Transportation Van.

NOW, THEREFORE, BE IT RESOLVED BY THE BOROUGH OF MAYWOOD, Bergen County, New Jersey, pursuant to the provisions of *N.J.S.A. 40A:65-1 et seq.*, that the Borough Administrator is hereby authorized to negotiate an agreement and the Mayor is hereby authorized to execute, and the Borough Clerk to attest, to a Shared Services Agreement between the Borough of Woodcliff Lake and the Borough of Hillsdale, for the sharing of services of the use of the Senior Transportation Van, of a form approved by the Borough Attorney, a copy of which shall be on file in the office of the Borough Clerk, and available for public inspection.

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 November 23, 2015.

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

**RESOLUTION AUTHORIZING THE ISSUANCE OF REQUESTS FOR QUALIFICATIONS FOR
PROFESSIONAL SERVICES IN BOROUGH OF WOODCLIFF LAKE**

**RESOLUTION NO. 15-266
November 23, 2015**

WHEREAS, pursuant to N.J.S.A. 19:44A-20.1 et seq., a municipality may not award a contract with a value in excess of \$17,500.00 to a business entity that has made a contribution within one year of the date the contract is to be awarded that is reportable by the recipient under P.L. 1973, c.83 (C.19.44A-1 et seq.) to a municipal political party committee in that municipality if a member of that party is serving in elective public office when such contract is awarded or to any candidate of any person who is serving in an elective public office of the municipality when such contract is awarded, unless the contract is awarded under a "fair and open process" pursuant to N.J.S.A. 19:44A-20.1 et seq.; and

WHEREAS, a "fair and open process" constitutes the following: (1) public advertisement of a Request for Qualifications ("RFQ") with ten (10) calendar days notice prior to the receipt of responses to the RFQ; (2) award of contract under a process that provides for public solicitation of qualifications (3) award of contract under publicly disclosed criteria established, in writing, by the municipality prior to the solicitation of qualifications; and (4) the municipality shall publicly open and announce the qualifications when awarded; and

WHEREAS, it has become necessary for the Borough of Woodcliff Lake ("the Borough") to engage professional services that include but are not limited to:

1. Borough Attorney
2. Borough Auditor
3. Borough Planner
4. Bond Counsel
5. Labor Attorney
6. Insurance Risk Management Consultant
7. Commercial Tax Appeal Attorney
8. Residential Tax Appeal Attorney
9. Borough Engineer
10. IT Services Consultant
11. Health Benefits Consultant

WHEREAS, the Borough desires to appoint such professionals and services by a "fair and open process" pursuant to N.J.S.A. 19:44A-20.1 et seq.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Borough of Woodcliff Lake, County of Bergen and State of New Jersey that RFQs for professional services that include but are not limited those stated above for the Borough are hereby authorized.

BE IT FURTHER RESOLVED, that all of the RFQs for the professional services as set forth herein above shall be prepared and published in accordance with N.J.S.A. 19:44A-20.1 et seq. and all submissions in response shall be evaluated on the basis of the most advantageous submission, all factors considered, including, but not limited to:

- Experience and reputation of the firm.
- Qualifications of the individuals who will perform the required services, and their respective participation.
- Experience of the individuals as it relates to the particular expertise required to perform the contract.
- Ability of the firm to perform the services on a timely basis, including staffing and familiarity with the subject matter and the ability to attend meetings.
- Experience with or specific knowledge of the Borough as it pertains to the respective contract.
- Cost consideration, including, but not limited to fee schedule to be charged, fees paid by public entities of similar size and make-up, for comparable level of services, and if applicable, cost that would be incurred by the Borough to contract with a new firm (i.e. estimated cost for current firm to review and close out all files, and new firm to review and get up to speed on all open files).
- Any other factors demonstrated to be in the best interest of the Borough or Borough agency.

BE IT FURTHER RESOLVED, that the Borough Clerk is directed to publish notice of the RFQs for the services as enumerated above, in the Borough official paper of record. The notice of RFQs shall include the following:

- (1) A description of the requested professional service for which the RFQ is made;
- (2) A statement that Qualifications must be submitted by 11:00 a.m. on December 15, 2015;
- (3) A statement that the RFQs are being made by the Borough;
- (4) The address and phone number of the Borough Clerk's office and a statement that applicants may obtain the RFQ document from the Clerk's office if they cannot obtain the RFQ documents from the Borough's website;
- (5) A statement that the RFQ is being made through a fair and open process in accordance with N.J.S.A. 19:44A-20.4 et seq.

BE IT FURTHER RESOLVED, that the Borough Attorney is authorized to effectuate the

BE IT FURTHER RESOLVED that the Borough Clerk or her designee shall publicly open and read aloud the submissions responding to the RFQs, including the name of the applicant and any other pertinent information on December 16, 2015 at 9:00 a.m. in the Borough Hall.

CERTIFICATION

I, Deborah Dakin, Acting 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 November 23, 2015.

**DEBORAH DAKIN
BOROUGH CLERK**

RESOLUTION AUTHORIZING SHREDDING DAY IN THE BOROUGH OF WOODCLIFF LAKE

RESOLUTION NO.15-267

November 23, 2015

WHEREAS, the Borough of Woodcliff Lake has identified the benefits of offering a document shredding day to the residents of the Borough; and

WHEREAS, the Borough of Woodcliff Recycling Coordinator has identified the corporation of All Shred Service as having the expertise, equipment and experience necessary to perform this service for 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 and/or because of their dealing with recyclables materials 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 All Shred Service for the shredding services to be offered on "Shredding Day" to take place on December 5, 2015 in the Borough of Woodcliff Lake.

CERTIFICATION

I, Deborah Dakin, Borough 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 November 23, 2015.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

**RESOLUTION REJECTING ALL BIDS RECEIVED FOR TOWING APPLICATIONS AND AUTHORIZING
THE BOROUGH CLERK TO RE-ADVERTISE FOR THE RECEIPT OF BIDS
IN THE BOROUGH OF WOODCLIFF LAKE, STATE OF NEW JERSEY**

**RESOLUTION NO. 15-268
November 23, 2015**

WHEREAS, the Borough of Woodcliff Lake prepared the necessary bid documents and published a advertisement for towing applications; and

WHEREAS, on the advice of the Borough Attorney said notice did not comply with the provisions of the New Jersey Public Contract Laws, N.J.S.A. 40A:11-1 et seq. and N.J.A.C. 5:34-1.1 et seq. and as such, all bids should be rejected pursuant to N.J.S.A. 40A:11-13.2 (e) and the contract should be re-advertised.

NOW THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodcliff Lake that:

- A. All bids received shall be rejected.
- B. All bids shall remain sealed and immediately returned to said bidder.
- C. The Borough Clerk is authorized to re-advertise for the contract .

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 November 23, 2015.

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