

10. Executive Meeting of the Mayor and Council of the Borough of Haworth held on January 12, 2016 at the Municipal Center

Present: Hon. John W. Smart, Mayor

Councilmembers: Glenn Poosikian
Andrew Rosenberg
Anthony Volpe
Michael Bain
Lawrence Weiss
Regina Duffy

Borough Attorney: Robert T. Regan

Mayor Smart called the meeting to order at 7:30 PM and upon roll call all members of the Council were present. The Mayor then read the following statement: "This is an Executive Meeting of the Mayor and Council of the Borough of Haworth. I am informed by the Clerk that adequate public notice has been provided by mailing notice to The Record, by posting a notice on the bulletin board in the Municipal Center, by filing a copy of the notice in the office of the Municipal Clerk and by mailing notice to all persons who requested same and prepaid the same."

Presentation to Mrs. Nancy Wysocki

Mayor Smart commented that people always say Haworth is a beautiful town and to maintain that beauty takes a lot of work and planning; since 1989 Haworth has had an Environmental Commission and the privilege of a single person serving on that Commission since its inception.

The Mayor then issued a proclamation to Mrs. Wysocki recognizing and congratulating her on her many years of service to the Environmental Commission and other organizations.

Correspondence

Letter From
Referred to

Subject

John Molinelli Thank You to Borough Officials on his Retirement All Council

Joint Insurance Fund Invitation to Reorganization Meeting Jan. 20th All Council

RESOLUTIONS

Acceptance of Donation of Snow Plow from Bergen County

The following resolution was offered by Mr. Volpe, seconded by Mr. Rosenberg and unanimously carried:

11. Executive Meeting of January 12, 2016

RESOLUTIONS – cont’d.

Acceptance of Donation of Snow Plow from Bergen County – cont’d.

WHEREAS, the County of Bergen’s Department of Public Works has certain surplus equipment no longer needed for a public purpose, including one used plow frame designated as scrap (“Equipment”); and

WHEREAS, the Borough of Haworth has requested the County donate the equipment to the Borough; and

WHEREAS, the Borough has indicated that it seeks to utilize the Equipment to plow the streets of the Borough, including County roads located therein; and

WHEREAS, N.J.S.A. 40A:11-5(2) and N.J.S.A. 40A:11-36(2) authorize the County to sell surplus personal property to another governmental entity without public bidding; and

WHEREAS, the County agrees to sell the Equipment to the Borough for one dollar (\$1.00); and

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Borough of Haworth as follows:

1. The recitals set forth above are incorporated into the body of this resolution as if set forth at length herein.
2. The Borough of Haworth hereby accepts the donation from the County of Bergen of the used plow frame as set forth above, subject to the terms of the Agreement annexed hereto as Exhibit A.
3. The Mayor is hereby authorized to execute an Agreement with the County of Bergen in the form annexed hereto as Exhibit A, together with any other documents necessary to complete the above contemplated transaction.

Refund of Driveway Permit Deposit

The following resolution was offered by Mr. Volpe, seconded by Mr. Bain and unanimously carried:

WHEREAS, the Superintendent of the Department of Public Works has inspected and found that work has been satisfactorily completed on the following Driveway Permit,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council that the following refund be made:

12. Executive Meeting of January 12, 2016

RESOLUTIONS – cont'd.

Refund of Driveway Permit Deposit – cont'd.

<u>NAME AND ADDRESS</u>	<u>PERMIT #</u>	<u>AMOUNT</u>
Alida DeRussi 455 Sunset Avenue Haworth, New Jersey 07641	1345	\$100.00

Authorization to Sign 2016 Risk Manager Agreement

The following resolution was offered by Mr. Rosenberg, seconded by Mr. Weiss and unanimously carried:

BE IT RESOLVED that the Mayor and Municipal Clerk are hereby authorized to sign the 2016 Risk Manager Consultant Agreement.

Authorization to CFO to Pay Certain Bills as Needed

The following resolution was offered by Mr. Weiss and seconded by Mr. Poosikian:

WHEREAS, from time to time, certain bills need to be paid in between regularly scheduled council meetings, for the orderly operation of the Borough of Haworth, and

WHEREAS, all payments of bills will be formally signed and approved at the next scheduled Council meeting,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Haworth, County of Bergen, State of New Jersey, that the Chief Financial Officer be designated to pay the following as needed:

- Association Meetings/Conference Costs
- Bergen County Taxes – Regular and Open Space
- Borough Payrolls including Social Security/Medicare
- Debt Payments – Bonds, Notes and Loans – Principal and Interest
- Haworth Board of Education
- Northern Valley Regional High School
- Postage
- Health Insurance Premiums
- Lease Payments (Previously authorized)
- Petty Cash

- Purchases Associated with Borough events
- Sewer Disposal – BCUA
- State or County Permit applications

13. Executive Meeting of January 12, 2016

RESOLUTIONS – cont’d.

Authorization to CFO to Pay Certain Bills as Needed – cont’d.

- Utilities

On discussion it was suggested to remove school payments and debt payments from the list. Mr. Poosikian commented that most of the items are fixed payments; Mr. Rosenberg said this could become a facilitator and Mr. Poosikian said it would only be used for payments having to be made on an emergency basis. Mayor Smart said he would report at meetings if it had been necessary to write checks in between the meetings.

On voice vote all members voted in the affirmative. Declared carried.

Appointment of Joint Insurance Fund Commissioner

A motion was offered by Mr. Poosikian, seconded by Mr. Volpe and unanimously carried that Margaret Celotto be appointed the 2016 Joint Insurance Fund Commissioner.

Continuance of Interboro Mutual Aid Agreement (Fire Departments)

The following resolution was offered by Mrs. Duffy, seconded by Mr. Volpe and unanimously carried:

WHEREAS, it is the intent of the undersigned municipalities, its Fire Departments and respective Fire Companies to enter into a mutual aid and assistance program pursuant to and required by law as set forth in N.J.A.C. 5:75A-2.2; and

WHEREAS, this agreement is intended to supersede any earlier agreements which may have been signed between the parties hereto, and

WHEREAS, this agreement shall be by and between the following Municipalities, Fire Departments and Fire Companies and the parties who agree to be bound thereby:

Alpine	Dumont	Norwood
Bergenfield	Harrington Park	Old Tappan
Closter	Haworth	Rockleigh
Cresskill	New Milford	Tenafly
Demarest	Northvale	

WHEREAS, it is necessary to have an agreement to define the obligations and duties of the parties of the Interboro Mutual Aid Group;

NOW THEREFORE, in consideration of the mutual promises and covenants contained herein, the parties covenant and agree as follows:

14. Executive Meeting of January 12, 2016

RESOLUTIONS – cont'd.

Continuance of Interboro Mutual Aid Agreement (Fire Departments) – cont'd.

- (1) Call for assistance: All calls for assistance among the Mutual Aid members shall be made through the dispatch facility of the department or municipality requiring assistance to the dispatch facility for the town from which assistance is requested. The request for assistance shall come from the Fire Chief or other ranking officer in charge of the fire or emergency incident. The town(s) requesting the assistance shall give the following information: location of the fire or emergency incident, route to be taken, and type of equipment requested. Towns requesting assistance shall have a police radio car on the town boundary line to meet the apparatus and escort them to the location of the fire or emergency incident if needed.
- (2) The Fire Chief, Deputy Fire Chief, Assistant Fire Chief or ranking officer in charge of the fire department that called for assistance shall be in charge of the fire or emergency incident in accordance with NJAC 5:75 et. seq. Apparatus reporting in from other towns shall report to the Staging Officer or other appropriate Commander at the scene prior to placing apparatus and personnel to work.
- (3) There shall be no charge imposed against any member municipality or department receiving personnel, apparatus or equipment.
- (4) Cost recovery may only be imposed where permitted by the New Jersey Uniform Fire Code; federal, state and local laws allowing for cost recoverable under law from responsible party.
- (5) Each of the aforementioned municipalities agrees to assume the cost of loss or damage to its own equipment.
- (6) It is understood that the Agreement will take effect and be operative by all municipalities and departments that sign same until such time as any municipality or department provides notice of their intent to withdrawn from the mutual aid group. A thirty (30) day written notice shall be given by any party to the Agreement of their intention to withdraw from the Agreement. The agreement shall remain in full force thereafter as regards the remaining signatories.

BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to the Mayors and Councils of the aforementioned municipalities.

Support of Mutual Aid Plan and Rapid Deployment Force

The following resolution was offered by Mr. Rosenberg, seconded by Mr. Bain and unanimously carried:

WHEREAS, the Police Departments in Bergen County have a day to day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order, and

15. Executive Meeting of January 12, 2016

RESOLUTIONS – cont’d.

Support of Mutual Aid Plan and Rapid Deployment Force – cont’d

WHEREAS, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, riots, terrorist incidents and bombings, state and national emergencies, and

WHEREAS, the Bergen County Police Chief’s Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies, and

WHEREAS, this Plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. App. A:9-40.6, and

WHEREAS, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Haworth to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chief’s Association.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Haworth that the Police Department of the Borough of Haworth, under the direction of the Chief of Police, cooperate with the Bergen County Police Chief’s Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force, and

BE IT FURTHER RESOLVED that a copy of the Resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, and all municipalities in the County of Bergen.

2016 Temporary Current Budget

The following resolution was offered by Mr. Weiss and seconded by Mr. Rosenberg:

WHEREAS, N.J.S. 40A:4-19 provides that where contracts, commitments, payments are to be made prior to final adoption of the 2016 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

16. Executive Meeting of January 12, 2016

RESOLUTIONS – cont’d.

2016 Temporary Current Budget – cont’d.

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2016, and

WHEREAS, the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2015 budget is the sum \$6,319,885.;

WHEREAS, 26.25% of the total appropriations in the 2015 budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2015 budget is the sum of \$1,658,970.;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

**CURRENT FUND
Operations**

General Government

Municipal Clerk		
Salaries and Wages		50,000
Other Expenses		6,961
Mayor and Council Public Information		
Salaries and Wages		400
Other Expenses		1,000
Mayor and Council		
Salaries and Wages		7,000
Other Expenses		1,500
Publications		350
Elections		
Salaries and Wages		500
Financial Administration		
Salaries and Wages		20,000
Other Expenses		5,000
Tax Assessment Administration		
Salaries and Wages		6,000

Other Expenses	5,000
Revenue Administration	
Salaries and Wages	16,000
Other Expenses	1,500
Computer Maintenance	

17. Executive Meeting of January 12, 2016

RESOLUTIONS – cont'd.

2016 Temporary Current Budget – cont'd.

General Government cont'd

Other Expenses	4,500
Legal Services and Costs	
Other Expenses	7,000
Engineering Services & Costs	
Other Expenses	7,000

Municipal Land Use Law

Planning Board	
Salaries and Wages	700
Other Expenses	2,000
Board of Adjustment	
Salaries and Wages	700
Other Expenses	1,000

Insurance

Group Insurance Plans for Employees	160,000
Property	8,031
General Liability/Auto Liability	9,214
Workers Compensation	29,979
Environmental Liability	665
Public Officials/Employment Practices Liability	5,344
Volunteer Liability	4,126

Public Safety

Fire Department	
Other Expenses	22,000
Fire Hydrant Service	
Other Expenses	24,000
Uniform Fire Prevention	
Salaries and Wages	2,200
Other Expenses	100
Aid to Volunteer Ambulance	

Police	Other Expenses	9,800
	Salaries and Wages	453,000
	Other Expenses	15,000

18. Executive Meeting of January 12, 2016

RESOLUTIONS – cont'd.

2016 Temporary Current Budget – cont'd.

Purchase of Police Vehicle		
	Other Expenses	10,500
Police Dispatch/911		
	Salaries and Wages	18,000
	Contract	21,000
Emergency Management Services		
	Other Expenses	400
Prosecutor's Office		
	Salaries and Wages	1,500
	Other Expenses	50
Department of Public Works		
Garage & Trash Removal		
	Contractual	94,836
Recycling Program		
	Contractual	18,064
Streets and Roads		
	Salaries and Wages	175,000
	Other Expenses	16,000
Snow Removal		
	Salaries and Wages	15,000
Public Buildings & Grounds		
	Other Expenses	5,000
Shade Tree Commission		
	Other Expenses	14,000
Vehicle Maintenance		
	DPW Vehicle Repairs	5,000
	Police Vehicle Repairs	4,000
Water Pollution Control		
	Salaries and Wages	700
Health and Human Services		
Public Health Services		
	Salaries and Wages	2,700
	Other Expenses	4,000

Environmental Health Services	
Other Expenses	300

19. Executive Meeting of January 12, 2016

RESOLUTIONS – cont’d.

2016 Temporary Current Budget – cont’d.

Parks and Recreation Functions

Parks Department	
Other Expenses	4,000
Parks/Playgrounds Committee	
Other Expenses	250
Senior Citizens Committee	
Salaries and Wages	250
Other Expenses	500
Senior Citizens Publications	
Other Expenses	200

Other Common Operating Functions

Celebration of Public Events	
Other Expenses	1,000

Municipal Court Functions

Municipal Court	
Salaries and Wages	16,500
Other Expenses	1,400
Public Defender	
Other Expenses	500

Uniform Construction Code

Construction Code Official	
Salaries and Wages	8,000
Other Expenses	700
Plumbing Inspector	
Salaries and Wages	2,500
Fire Inspector	
Salaries and Wages	2,000
Electrical Inspector	
Salaries and Wages	1,600

Unclassified

Utilities	
Street Lighting	15,000

Electricity	13,500
Telephone	9,000
Water	3,500
Gas (natural or propane)	4,300
Gasoline	16,000

20. Executive Meeting of January 12, 2016

RESOLUTIONS – cont'd.

2016 Temporary Current Budget – cont'd.

Deferred Charges and Statutory Expenditures

Statutory Charges	
Social Security	35,000
DCRP Pension	
Other Expenses	1,500

OPERATIONS EXCLUDED FROM "CAPS"

Maintenance of Free Public Library

Salaries & Wages	48,000
Other Expenses	54,000

BCUA Flow Charges-Sewer Contractual	
Other Expenses	110,000

Borough of Oradell Flow Charges	
Other Expenses	4,500

Interlocal Municipal Service Agreements

Senior Citizen Van - Harrington Park	
Salaries & Wages	3,000
Other Expenses	150

Grant

Clean Communities	
Other Expenses	1,000
Municipal Alliance - local share	
Other Expenses	1,500
BCCD-Senior Citizen Van Drive	
Salaries & Wages	2,500
BCCD-Senior Citizen Activities	
Other Expenses	3,500

TOTAL TEMPORARY BUDGET 1,658,970

Municipal Debt Service

Bond Principal	195,000
Bond Interest	35,723
Note Principal	81,000

Note Interest

11,862
Debt Service **323,585**

On roll call the vote was as follows: Ayes. Messrs. Poosikian, Rosenberg, Volpe, Bain, Weiss, Duffy. Nays – none. Declared carried.

21. Executive Meeting of January 12, 2016

Repair to Fire Apparatus

Mr. Volpe explained a repair is needed on the ladder truck at an approximate cost of \$5500. It was concurred this could be provided for in the temporary budget.

2016 Temporary Swim Club Budget

The following resolution was offered by Mr. Weiss and seconded by Mr. Rosenberg:

WHEREAS, N.J.S. 40A:4-19 provides that where contracts, commitments, payments are to be made prior to final adoption of the 2016 Swim Pool Utility Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2016, and

WHEREAS, the total appropriations in the 2015 Swim Pool Utility Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2015 budget is the sum \$182,265.;

WHEREAS, 26.25% of the total appropriations in the 2015 Swim Pool Utility Budget, exclusive of any appropriations made for interest and debt redemption charges, capital improvement fund and public assistance in said 2015 budget is the sum of \$47,845;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth, that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for her records:

SWIM POOL UTILITY
Operations

General Government

Salaries & Wages	5,000
Other Expenses	42,845

TOTAL 2016 TEMPORARY BUDGET 47,845

Municipal Debt Service

Principal on Notes	15,065
Interest on Notes	<u>2,198</u>
	17,263

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Volpe, Bain, Weiss, Duffy. Nays – none. Declared carried.

22. Executive Meeting of January 12, 2016

Transfer of 2015 Swim Club Budget Appropriation

The following resolution was offered by Mr. Weiss, seconded by Mr. Volpe and unanimously carried:

WHEREAS, Title 40A: 4-59 provides that all unexpended balances carried forward after the close of the year are available, until lapsed at the close of the succeeding year, to meet specific claims, commitments or contracts incurred during the preceding fiscal year, and allow transfers to be made from unexpended balances which are expected to be insufficient during the first three months of the succeeding year;

NOW THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Haworth that the Chief Financial Officer be and is hereby authorized to make the following transfers in the 2015 Swim Pool Budget Appropriations:

SWIM POOL BUDGET	FROM	TO
Swim Pool		
Salaries & Wages	628.54	
Other Expenses		628.54
TOTALS:	\$628.54	\$628.54

OTHER MATTERS

Naming of Council Representative to Planning Board

A motion was offered by Mr. Bain, seconded by Mr. Weiss and unanimously carried that Mr. Rosenberg be named council representative to the Planning Board for the Year 2016.

Agreement to Operate Interboro Police Communications Organization

Mayor Smart indicated he had some questions on this Agreement and asked all members to review it, send their comments to Ms. Fay and that he will be speaking with the attorney for the Interboro.

Open Meeting to Public

The meeting was opened to the period of public discussion.

Mr. T. Duffy, Lake Shore Drive referred to an incident recently in town where Lt. Ryan and other officers did an extraordinary job and said the Mayor and Council should officially recognize their efforts.

As there were no further comments, the meeting was closed to public discussion.

23. Executive Meeting of January 12, 2016

Close Meeting to Public

The following resolution was offered at 8:05PM by Mr. Volpe, seconded by Mr. Rosenberg and unanimously carried:

WHEREAS, *N.J.S.A. 10:4-12B* permits a public body to exclude the public from the portion of a meeting at which certain items are discussed; and

WHEREAS, the Governing Body deems it necessary to conduct a closed session and to exclude the public on January 12, 2016 at which time the following items will be discussed:

Declaratory Judgment Action
Affordable Housing
Personnel

NOW THEREFORE BE IT RESOLVED that the Mayor and Council does hereby exclude the public from the portion of the meeting at which time the above items will be discussed; and

BE IT FURTHER RESOLVED that the discussion conducted in closed session will be disclosed to the public upon completion or conclusion of the foregoing item and when determined by the Governing Body that the Borough's interests will not be adversely affected.

Reopen Meeting to Public

The meeting was reopened to the public at 8:40 PM.

Department of Public Works Steps

A motion was offered by Mr. Volpe, seconded by Mr. Poosikian and unanimously carried that the following members of the Department will advance to the next step as provided in their current Agreement based on their annual review by the Superintendent:

Thomas Gaspari	Step 3
Robert O'Brien	Step 1
Eamonn Radburn	Step 7
Kurt Simkins	Step 5

As there was no further business to come before the Council the meeting adjourned at 8:45 PM on motion duly offered, seconded and carried.

Ann E. Fay, RMC, CMC
Clerk-Administrator