

62. Executive Meeting of the Mayor and Council
of the Borough of Haworth held on April 12,
2022 via Zoom

Present: Hon. Jacqueline Guenego, Mayor

Councilmembers: Glenn Poosikian
Andrew Rosenberg
Michael Bain
Dina Siciliano
Heather Wasser
Lisa Dhamija

Borough Attorney: Robert T. Regan

Mayor Guenego called the meeting to order and upon roll call all members of the council were present. The Mayor then read the following statement: “This is the executive meeting of the Mayor and Council of the Borough of Haworth. I have been informed by the clerk that adequate 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 in the office of the municipal clerk and my mailing notice to all persons who requested same and prepaid the cost fixed by the council.”

Salute to Flag

Mayor Guenego led those present in the pledge of allegiance.

Ordinance No. 22-05 – Pickleball Fees – 2nd Reading, Public Hearing, Adoption

A motion was offered by Mr. Bain, seconded by Mr. Rosenberg and unanimously carried that Ordinance No. 22-05 be offered for second reading.

Ordinance No. 22-05 is as follows:

ORDINANCE NO. 22-05

AN ORDINANCE TO AMEND CHAPTER IX OF THE CODE OF THE BOROUGH OF
HAWORTH ENTITLED, “PARKS, PLAYGROUNDS AND RECREATIONAL AREAS” TO
BE DESIGNATED AS SECTION 9.9 TO INCLUDE HAWORTH PICKLEBALL FEES

BE IT ORDAINED by the Mayor and Council of the Borough of Haworth, County of
Bergen, State of New Jersey, as follows:

Section 1.

Chapter IX of the Code of the Borough of Haworth, Parks, Playgrounds and Recreational
Areas, is hereby amended to add the following Section to be designated as Section 9.9 as to
Haworth Pickleball Membership Fees to read as follows:

Ordinance No. 22-05 – Pickleball Fees – 2nd Reading, Public Hearing, Adoption – cont’d.

| | |
|------------------------------------|----------|
| Haworth Single - over 18 years old | \$60.00 |
| Non-Resident Single | \$120.00 |
| Non-Resident 18 and Under | \$ 25.00 |
| Haworth Household* | \$150.00 |
| Non-Resident Household* | \$300.00 |

*A “Household” is considered all members in one residence. Proof of residence may be required.

Section 2. Severability.

If any section, sentence or any other part of this Ordinance is adjudged unconstitutional or invalid, such judgment shall not affect, impair or invalidate the remainder of this Ordinance but shall be confined in its effect to the section, sentence or other part of this Ordinance directly involved in the controversy which such judgment shall be rendered.

Section 3. Inconsistent Ordinances Repealed.

All ordinances or parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed, but only to the extent of such inconsistencies.

Section 4. Effective Date

This ordinance shall take effect after publication thereof and final passage as required by law.

The meeting was then opened to the public on Ordinance No. 22-05. As there were no comments the meeting was closed to the public on this ordinance.

A motion was offered by Mr. Poosikian and seconded by Mr. Bain that Ordinance No. 22-05 be passed on second and final reading.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Siciliano, Wasser, Dhamija. Nays – none. Declared carried.

A motion was offered by Mrs. Wasser, seconded by Mrs. Wasser and unanimously carried that the passage of Ordinance No. 22-05 be advertised as required by law.

Ordinance No. 22-06 – Bond Ordinance, Scott Packs for Fire Depts. – 2nd Reading, Public Hearing, Adoption

A motion was offered Mr. Poosikian, seconded by Mr. Rosenberg and unanimously carried that Ordinance 22-06 be offered for second reading.

Ordinance No. 22-06 – Bond Ordinance, Scott Packs for Fire Depts. – 2nd Reading, Public Hearing, Adoption – cont’d.

Ordinance No. 22-06 is as follows:

The bond ordinance, the summary terms of which are included herein, has been finally adopted by the Borough Council of the Borough of Haworth, in the County of Bergen, State of New Jersey on April 12, 2022 and the 20-day period of limitation within which a suit, action or proceeding questioning the validity of such ordinance can be commenced, as provided in the Local Bond Law, has begun to run from the date of the first publication of this statement. Copies of the full ordinance are available at no cost and during regular business hours, at the Clerk's office for members of the general public who request the same. The summary of the terms of such bond ordinance follows:

Title: BOND ORDINANCE TO AUTHORIZE THE ACQUISITION OF NEW SELF-CONTAINED BREATHING APPARATUS EQUIPMENT FOR THE USE OF THE FIRE DEPARTMENT IN, BY AND FOR THE BOROUGH OF HAWORTH, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$195,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Purpose(s): Acquisition of new self-contained breathing apparatus equipment for the use of the Fire Department in, by and for the Borough.

Appropriation: \$195,000

Bonds/Notes Authorized: \$185,700

Grants (if any) Appropriated: \$-0-

Section 20 Costs: \$5,000

Useful Life: 10 years

The meeting was opened to the public on Ordinance No. 22-06.

As there were no comments the meeting was closed to the public on this ordinance.

A motion was offered by Mr. Rosenberg and seconded by Mr. Poosikian that Ordinance No. 22-06 be passed on second and final reading.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Siciliano, Wasser, Dhamija. Declared carried.

A motion was offered by Ms. Siciliano, seconded by Mr. Bain and unanimously carried that the passage of Ordinance No. 22-06 be advertised as required by law.

Ordinance No. 22-07 – 2022 Salary Ordinance – 2nd Reading, Public Hearing, Adoption

A motion was offered by Mr. Bain, seconded by Mrs. Wasser and unanimously carried that Ordinance No. 22-07 be offered for second reading.

Ordinance No. 22-07 is as follows:

**AN ORDINANCE TO FIX THE SALARIES, WAGES, COMPENSATION,
BENEFITS, STIPENDS AND WORKING CONDITIONS FOR EMPLOYEES
AND CERTAIN OFFICERS OF THE BOROUGH OF HAWORTH,
COUNTY OF BERGEN, NEW JERSEY**

BE IT ORDAINED by the Mayor and Council of the Borough of Haworth as follows:

SECTION I. The annual salary, wage, stipend or rate of compensation to be paid to the various officers and employees of the Borough of Haworth shall be as follows:

| | <u>EFFECTIVE JANUARY 1, 2022</u> | | |
|---|----------------------------------|----------------|--------------------|
| <u>ADMINISTRATIVE</u> | <u>MINIMUM</u> | <u>MAXIMUM</u> | |
| Borough Clerk | \$45,000. | \$135,000. | Annual |
| Borough Administrator | 2,000. | 7,000. | Annual |
| Deputy Borough Clerk/ Assist. Admin. | 25,000. | 70,000. | Annual |
| Election Officials | 500. | 2,500. | Annual |
| Chief Financial Officer | 24,000. | 100,000. | Annual |
| Tax Collector | 28,500. | 65,000. | Annual |
| Payroll Administrator | 1,300. | 3,500. | Annual |
| Tax Assessor | 14,800. | 30,000. | Annual |
| Court Administrator | 30,000. | 60,000. | Annual |
| Court Administrator | 350. | 450. | Per Extra Session |
| | 46. | 60. | Per Court Call Out |
| Court Recorder | 75. | 125. | Per Session |
| Judge | 6,715. | 12,500. | Annual |
| Borough Prosecutor | 200. | 400. | Per Session |
| Alternate Borough Prosecutor | 200. | 400. | Per Session |
| Assessment Search Officer | 300. | 500. | Annual |
| Tax Search Officer | 300. | 1,500. | Annual |
| Board of Health Recording Secretary | 150. | 300. | Per Meeting |
| Board of Health Registrar Vital Statistics | 700. | 2,500. | Annual |
| Deputy Registrar of Vital Statistics | 520. | 1,040. | Annual |
| Construction Official - Building Inspector | 19,500. | 41,000. | Annual |
| Electrical Inspector | 4,000. | 9,800. | Annual |
| Plumbing Sub-Code Official | 4,000. | 12,000. | Annual |

Ordinance No. 22-07 – 2022 Salary Ordinance – 2nd Reading, Public Hearing, Adoption – cont'd.ADMINISTRATION, cont'd.

| | | | |
|--|---------|---------|--|
| Waste Water Collection System Operator | 2,400. | 4,000. | Annual |
| Planning Board Recording Secretary | 200. | 300. | Per Meeting Plus \$50/hr. Overtime (after 11 P.M.) |
| Bd. of Adjustment Recording Secretary | 200. | 300. | Per Meeting Plus \$50/hr. Overtime (after 11 P.M.) |
| CCO Inspector | 15. | 35. | Per Inspection |
| Fire Inspector | 15. | 35. | Per Inspection |
| Fire Prevention Officer | 1,900. | 4,500. | Annual |
| Fire Sub-Code Official | 1,400. | 7,000. | Annual |
| Technical Assistant-Bldg. Dept. | 35,000. | 60,000. | Annual |
| Part Time Clerical Help | 11.10 | 35. | Per Hour |
| Municipal Housing Liaison | 1,200. | 3,500. | Annual |
| Senior Van Coordinator/Driver | 17. | 25. | Per Hour |
| Crossing Guards | 47. | 62. | Per Day |
| Key Crossing Guard (Valley Road) | 60. | 80. | Per Day |
| Website Administrator | 1,500. | 6,000. | Annual |
| Affordable Housing Liaison-Finance | 1,000. | 3,000. | Annual |
| Mayor (Stipend) | 4,500. | 7,500. | Annual |
| Members of Council (Stipend) | 2,250. | 4,500. | Annual |
| Recreation Summer Program Director | 1,000. | 8,000. | Per summer program |
| Assist. Directors | 800. | 6,000. | Per summer program |
| Counselors | 11.10 | 15. | Per hour |

LIBRARY

| | | | |
|--------------------------------------|---------|---------|----------|
| Library Director | 45,000. | 92,000. | Annual |
| Youth Services Librarian (Part Time) | 11.10 | 25. | Per Hour |
| Part-Time Library Assistants | 10.00 | 18. | Per Hour |

POLICE DEPARTMENT

| | | | |
|-----------------------|---------|----------|--------|
| Chief of Police | 80,500. | 198,000. | Annual |
| Public Safety Officer | 30,000. | 60,000. | Annual |

Ordinance No. 22-07 – 2022 Salary Ordinance – 2nd Reading, Public Hearing, Adoption – cont’d.

DEPARTMENT OF PUBLIC WORKS

| | | | |
|----------------------------|---------|----------|----------|
| Superintendent | 65,000. | 120,000. | Annual |
| Seasonal Help | 11.10 | 15. | Per hour |
| Haworth Fire Dept. Stipend | 500. | 1,000. | Annual |

SECTION II. The anniversary date of the salary schedule relating to all full-time employees shall be the first of each and every year. Where an appointment is made on or before June 30th of any year, the anniversary date shall revert to January 1st of such year; where the appointment is made subsequent to June 30th of any given year, then the anniversary date of this salary schedule shall not be effective until January of the following year.

SECTION III. HOLIDAYS

All full-time employees of the Borough of Haworth covered by this Ordinance shall be entitled to the following holidays:

New Year's Day, Martin Luther King Jr. Day, Presidents' Day, Good Friday, Memorial Day, Juneteenth, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Day.

SECTION IV. The following employees are considered to be part-time employees of the Borough of Haworth: Chief Financial Officer, Tax Assessor, Municipal Court Judge, Borough Prosecutor, Alternate Borough Prosecutor, Court Recorder, Board of Health Recording Secretary, Board, Construction Official, Plumbing Sub-Code Official, Planning Board Recording Secretary, Board of Adjustment Recording Secretary, Fire Prevention Officer, Wastewater Collection System Operator, Fire Sub-Code Official, Library Assistants, Electrical Inspector, Fire Inspector, Senior Van Drivers & Coordinator, Clerical Help, DPW Seasonal Help, Summer Recreation Employees, Mayor and Council, Youth Services Librarian, Website Administrator, School Guards

SECTION V. LONGEVITY. Payment of longevity shall be consistent with the Personnel Policy and Ordinances governing such practice, provided, however, that effective January 1, 2014 new hires will not be eligible for longevity payments.

SECTION VI. HEALTH BENEFITS CONTRIBUTION

Each employee shall contribute to offset health benefits cost per pay check which shall be based upon the maximum contribution set forth in Section 39 of P.L. 2011, c. 78. The maximum cost permitted under the aforesaid statute shall continue in force and in effect for the term of this Ordinance.

Ordinance No. 22-07 – 2022 Salary Ordinance – 2nd Reading, Public Hearing, Adoption – cont’d.

SECTION VII. TERMINAL LEAVE

Terminal leave payment for unused sick days is capped at \$15,000.00 for employees hired after May 21, 2010.

SECTION VIII. The provisions of this Ordinance shall be retroactive to January 1, 2022. Any ordinance or resolution in conflict with this Ordinance, other than the current contracts of employment, is hereby repealed.

The Ordinance shall take effect upon final publication as provided by law.

The meeting was opened to the public on Ordinance No. 22-07. As there were no comments the meeting was closed to the public on this ordinance.

A motion was offered by Mr. Bain and seconded by Mrs. Wasser that Ordinance No. 22-07 be passed on second and final reading.

On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Siciliano, Wasser, Dhamija. Nays – none. Declared carried.

A motion was offered by Mr. Poosikian, seconded by Mr. Bain and unanimously carried that the adoption of Ordinance No. 22-07 be advertised as required by law.

Presentation by Mr. C. Statile, Borough Engineer – Solar Farm, Upcoming Municipal Grants

Mayor Guenego explained Mr. Statile was present this evening for an overview and a better understanding of the availability of various grants.

Mr. Statile explained a decision needs to be made regarding the proposed solar project in connection with the Power Purchase Agreement where a developer arranges for the design, permitting, financing and installation at little or no cost and they sell the power generated to the borough that is typically a lower rate than the local utility. He further explained the Solar Lease Agreement where a developer has the right to design, permit and finance and install a solar energy system on the DPW property at a fixed annual rent to the borough and noted the various phases involved in this agreement.

It was noted there is now a problem with leaves being stored at the swim club until they are removed. Mr. Bain referred to the cost of leaf removal in connection with the solar area.

Mr. Statile explained the state contract method versus the bidding process and indicated this matter can be discussed at the first meeting in May.

Presentation by Mr. C. Statile, Borough Engineer – Solar Farm, Upcoming Municipal Grants – cont'd.

Further discussion referred to the storage of leaves at the swim club, the volume of the leaves and grinding of them which is very expensive.

Grants

Mr. Statile referred to an e-mail he sent to the governing body today explaining available municipal annual grants as follows:

NJDOT – roadway preservation, safety, bikeways, pedestrian safety, etc. which funds are provided by the state gasoline tax.

Safe Routes to School – promotes walking and bicycling to school through infrastructure improvements, enforcement, safety education, etc.

Complete Streets Designation – roadway improvement projects include safe accommodations including bicyclists, pedestrians, mobility impaired, etc. which could be used in connection with zoning and planning board applications.

Bergen County Open Space – annual program for park and recreation improvements.

Community Development Block Grants – barrier-free improvements.

Department of Community Affairs – local recreation improvement grant – suggestions included trail grants, particularly the roadway around the reservoir.

NJDEP Recreation Trails Grant – maintenance of trails and facilities.

Community Project Funding – Congressional members are permitted to submit projects – very competitive.

Community Forestry Program – tree planting grants, technical assistance provided to manage and care for community trees and forests.

Library Construction – very competitive for reconstruction, improvement and furnishing libraries.

Energy Savings Program – LED lighting, generators or replacements for different municipal buildings, i.e., community shelters.

Mayor Guenego thanked Mr. Statile for his presentation which she said was very interesting.

Presentation by Mr. C. Statile, Borough Engineer – Solar Farm, Upcoming Municipal Grants – cont’d.

Mr. Statile explained the need for letters of support for some of these programs.

Mr. Poosikian noted the sidewalk on Massachusetts Avenue for the commuters is very dangerous which he said should be a priority.

As to the recent forming of a council grant committee Mrs. Wasser said it would be good to formalize the grant process.

Mr. Bain commented that the goal is to find out what is available.

Mayor Guenego said it is important to make sure what is actually needed and Mr. Bain said all the councilmembers need to know what is being applied for.

OLD BUSINESS

Update on In-person Council Meetings and Reopening Borough Hall

Mr. Rosenberg said he met with Ms. Siciliano concerning opening borough hall in the evenings for meetings and noted the concern with security issues regarding the finance office.

As to daytime reopening of the borough hall a date is being set for this matter for a meeting soon with the borough employees.

Memorials for Councilman Volpe and Mr. Jack Ferber

Mr. Rosenberg explained the designs of the two memorials and the dates for their dedication – Mr. Ferber’s will be late in the day on April 30th and he will get a date for Mr. Volpe’s.

NEW BUSINESS

Redesignation of Portfolios

Mayor Guenego explained the following changes to replace her portfolios:

| | |
|--|------------------------------|
| Parks & Playgrounds, Ethics, Board of Health, Seniors | Lisa Dhamija, Chairman |
| Ambulance Corps | Heather Wasser, Chairman |
| Police, Planning Board, Zoning Board, Real Estate, Police Auxiliary | Lisa Dhamija (Committee) |
| Finance, Recreation, Chamber of Commerce | Andrew Rosenberg (Committee) |

A motion was offered by Mr. Bain, seconded by Mr. Rosenberg and unanimously carried to approve the redesignation of portfolios.

NEW BUSINESS – cont’d.

Library – Drainage Bids

Ms. Siciliano noted two bids were received for this project - \$8,850 and \$31,775. and Mr. Statile has made his recommendation. It was agreed to award this project at the next meeting subject to the availability of funds.

Appointment to Board of Health

Mrs. Dhamija recommended the appointment of Mrs. Regina Duffy to fill her seat on the Board of Health.

A motion was offered by Mrs. Dhamija, seconded by Mrs. Wasser and unanimously carried to appoint Regina Duffy to the unexpired term of Mrs. Dhamija.

CONSENT AGENDA

A motion was offered by Mr. Bain and seconded by Mr. Rosenberg to approve the following consent agenda. On roll call the vote was as follows: Ayes; Messrs. Poosikian, Rosenberg, Bain, Siciliano, Wasser, Dhamija. Nays – none. Declared carried.

Refund of 2021 Summer Recreation Overpayment

WHEREAS, the final two days of the 2021 Summer Recreation Camp were unexpectedly closed due to COVID, and families were offered a 2-day credit toward Summer Recreation 2022; and

WHEREAS, the Recreation Commission approved the credit,

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council that the following refund of a 2022 overpayment be made:

| <u>Name</u> | <u>Address</u> | <u>Amount</u> |
|----------------|---------------------------------------|-----------------|
| Gareth Edwards | 510 Herkimer Ave Haworth, NJ 07641 | \$ <u>60.00</u> |
| | Total | \$ 60.00 |

Appoint Mayor Guenego to Complete Mayor Ference’s Term on Community Development Committee

WHEREAS, on June 22, 2021 Mayor Thomas Ference was appointed as the alternate representative to serve on the Community Development Regional Committee for FY 2021-2022; and

CONSENT AGENDA – cont’d.

Appoint Mayor Guenego to Complete Mayor Ference’s Term on Community Development Committee – cont’d.

WHEREAS, this position is now vacant due to Mayor Ference’s recent resignation as mayor.

NOW THEREFORE BE IT RESOLVED by the Council of the Borough of Haworth that Mayor Jacqueline Guenego be appointed to fill this vacancy to June 30, 2022.

Temporary Emergency Appropriations

WHEREAS, the Borough Council of the Borough of Haworth enacted a temporary budget to cover the period from January 1, 2022 to the date of adoption of the budget; and

WHEREAS, N.J.S.A. 40A:40-20 permits the Borough Council by a two-thirds vote of the full membership, to make temporary appropriations; and

WHEREAS, the Borough Council wished to make the emergency temporary appropriations shown in Schedule “A” attached hereto and made part hereof.

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

1. That the Borough Council by a two-thirds vote of the full membership hereby makes the emergency temporary appropriations as shown on Schedule “A” attached hereto and made part hereof.
2. That said emergency temporary appropriation will be provided in full in the 2022 budget under the titles as listed in the attached schedule.
3. That a copy of this Resolution shall be filed forthwith with the Director of the Division of Local Government Services.

Temporary Emergency No. 3

2022 Temporary Budget

Attachment A

| Current Fund | From | To | Account |
|---------------------|-------------|-----------|-----------------|
| Tax Appeal Legal | \$1,000 | \$1,400 | 2-01-20-040-300 |
| Vehicle Repair | \$12,000 | \$14,000 | 2-01-26-169-300 |
| Tennis Committee | \$3,000 | \$12,000 | 2-01-28-210-300 |
| PERS | -0- | \$187,614 | 2-01-36-275-300 |

CONSENT AGENDA – cont’d.

Temporary Emergency Appropriations – cont’d.

Attachment A – cont’d.

| <u>Current Fund</u> | <u>From</u> | <u>To</u> | <u>Account</u> |
|-----------------------------------|-------------|-----------|-----------------|
| PFRS | -0- | \$465,363 | 2-01-36-278-300 |
| Workers Com | \$15,000 | \$70,000 | 2-01-23-098-300 |
| <u>Swim Pool Utility</u> | | | |
| Miscellaneous (Add Pool Painting) | \$20,700 | \$40,200 | 2-05- -500-300 |

Payment of Bills

FOR COPY OF RESOLUTION AND BILL LIST
SEE PERMANENT MINUTES
PAGES 74A – 74J

Approval of Minutes

Regular Meeting of March 22, 2022
Closed Meeting of March 22, 2022

Open Meeting to Public

The meeting was opened to the period of public discussion

Mrs. K. Heitzner questioned when the bathrooms at Memorial Field would be opened.

Mr. Bain responded new locks are being designed to automatically lock when people leave the bathroom and the seasonal water meters have to be installed.

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

Close Meeting to Public

The following resolution was offered by Mr. Bain, 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 March 22, 2022 at which time the following items will be discussed:

Personnel Contractual Litigation

Close Meeting to Public – cont'd.

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 the Public

The meeting was reopened to the public at 9:40PM and as there was no further business to come before the council a motion was offered by Mr. Poosikian, seconded by Ms. Siciliano and unanimously carried to adjourn.

Ann E. Fay, RMC, CMC
Clerk-Administrator

