

20. Regular Meeting of the Mayor and Council of the Borough of Haworth held on January 23, 2018 at the Municipal Center

Present: Hon. John W. Smart, Mayor

Councilmembers: Glenn Poosikian
 Andrew Rosenberg
 Anthony Volpe
 Michael Bain
 Regina Duffy
 Jacqueline Guenego

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 the Regular 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 cost fixed by the Council."

Salute to Flag

Mayor Smart led those present in the pledge of allegiance.

Ordinance No. 18-01 – 2018 Administrative Salaries, 2nd Reading, Public Hearing

A motion as offered by Mr. Bain, seconded by Mrs. Duffy and unanimously carried that Ordinance No. 18-01 be offered for second reading.

Ordinance No. 18-01 which is as follows was then read by title only as copies had been provided to those present:

BOROUGH OF HAWORTH

ORDINANCE NO. 18-01

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:

EFFECTIVE JANUARY 1, 2018

ADMINISTRATIVE	MINIMUM	MAXIMUM	
Borough Clerk	\$45,000.	\$125,000.	Annual
Borough Administrator	2,000.	7,000.	"
Deputy Borough Clerk/ Assist. Admin.	25,000.	\$ 65,000	"
Election Officials	500.	2,500.	"
Chief Financial Officer	24,000.	100,000.	"
Deputy Chief Financial Officer	8,000.	12,000.	"
Tax Collector	28,500.	55,000	"
Deputy Tax Collector	1,500.	6,100.	"
Payroll Administrator	1,300.	1,950.	"
Tax Assessor	14,800.	30,000.	"
Court Administrator	30,000.	55,000.	"

Ordinance No. 18-01 – 2018 Administrative Salaries, 2nd Reading, Public Hearing – cont'd.

Court Recorder	400.	1,800.	"
Judge	6,715.	12,500.	"
Borough Prosecutor	200.	400.	Per Session
Alternate Borough Prosecutor	200.	400.	"
Court Administrator & Court Recorder:			
Extra Court Sessions for the			
Hours of 3 P.M. TO 9. A.M.	46.	4.	Per Hour
and Call-Outs			
Tax Assessment Search Officer	300.	500.	Annual
Tax Search Officer	300.	1,500.	"
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.	"
Board of Health Sanitarian	4,500.	8,500.	"
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
Sewer Inspector	15.	25.	Per Inspection
Waste Water Collection System			
Operator	2,400.	4,000.	Annual
Planning Board Recording Secretary	200.	300.	Per Meeting
			Plus \$50/hr.
Bd. of Adjustment Recording Secretary	200.	300.	Overtime (after 11 P.M.)
			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
Part-Time Clerical Help	10.	25.	Per hour
Senior Van Coordinator/Driver	9.	17.	Per hour
Senior Van Driver	8.	15.	Per hour
On-Call Crossing Guard	10.	25.	Per hour
ADMINISTRATION, cont'd.			
Crossing Guards	47.	57.	Per Day
Key Crossing Guard (Valley Road)	60.	75.	Per Day
Website Administrator	1,500.	2,600.	Annual
Mayor (Stipend)	4,500.	7,500.	Annual
Members of Council (Stipend)	2,250.	4,500.	Annual
Recreation Summer Program			
Director	1,000.	5,500.	Per summer
			program
Assist. Directors	800.	3,500.	Per summer
			program
Counselors	7.50	15.	Per hour
LIBRARY			
Library Director	42,000	80,000.	Annual
Youth Services Librarian	25,000.	35,000.	Annual
Part-Time Library Clerks	7.50	16.	Per Hour
Supervising Library Assistant	20.	25.	Per Hour
POLICE DEPARTMENT			
Chief of Police	80,500.	175,000.	Annual
Public Safety Officer	30,000.	60,000.	Annual
DEPARTMENT OF PUBLIC WORKS			
Superintendent	65,000.	120,000.	Annual
Seasonal Help	7.50	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, Independence Day, Labor Day, Columbus Day, Veterans Day, Thanksgiving Day, Friday after Thanksgiving, Christmas Eve, Christmas Day.

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

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.

Ordinance No. 18-01 – 2018 Administrative Salaries, 2nd Reading, Public Hearing – cont'd.

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.

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, 2018. 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.
January 15, 2018
Fee: \$ 250.80 (304) Ad#4232206

The meeting was opened to the public on Ordinance No. 18-01. As there were no comments the meeting was closed to the public on this ordinance.

A motion as offered by Mr. Bain and seconded by Mr. Rosenberg that Ordinance No. 18-01 be passed on second and final reading.

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

A motion was offered by Mr. Rosenberg, seconded by Mr. Poosikian and unanimously carried that the passage of Ordinance No. 18-01 be advertised as required by law.

COMMITTEE REPORTS

Report of Councilman Bain

Finance

Mr. Bain reported the Finance Committee has been meeting working on the budget with Mr. Trivedi and will circulate their recommendations to the Mayor and Council

Recreation

Mr. Bain noted the Commission has met with tentative dates for the Summer Program.

Report of Councilwoman Guenego

Library

Ms. Guenego reported the Board met on January 9th at which time discussion included the replacement of the HVAC system; circulation was down a bit in December in connection with a new BCCLS system however has come back up and on January 11th a program was held

COMMITTEE REPORTS – cont’d.

Report of Councilwoman Guenego – cont’d.

Library – cont’d.

“A Moment of Living History” at which time a Haworth resident, Patrick Rochford shared his story of serving in World War II.

Board of Health

Ms. Guenego reported the Board met on January 11th working and planning on the Weight Loss and Wellness Challenge.

Ambulance Corps

Ms. Guenego reported on the following: the Ambulance Corps responded to 28 calls last month, 22 daytime, 274 miles, man hours on call 103, man hours on call year to date 1132; notable activities included Fire Standby/Rehab for the Dumont Fire Department at a structure fire. She noted the end of year report included 300 calls, 3,127 miles, 21 motor vehicle crashes and 8 fire calls responded to.

Northern Valley Regional High School

Ms. Guenego reported that the NVRHS Board of Education approved a new system for recording student transcripts.

Report of Councilman Rosenberg

Zoning Board of Adjustment

Mr. Rosenberg reported the Board did not meet in January and will reorganize at their February meeting.

Planning Board

Mr. Rosenberg reported this Board has reorganized, a Master Plan Review needs to be completed at the end of 2019 which the Borough’s Planner was present to explain this process.

Police Department

Mr. Rosenberg reported the following:

COMMITTEE REPORTS – cont'd.

Report of Councilman Rosenberg – cont'd.

Chief Gracey was sworn in as Sergeant at Arms for the Bergen County Police Chief's Association at their December meeting. Sgt. Ragone attended the End DWI Ceremony, an annual event to remember loved ones killed by intoxicated drivers over the years.

Lt. Saudino, Sgt. Fox and the Chief met with Senator Gottheimer's Office in reference to the 1033 Department of Defense excess program which provides new and slightly used equipment to the Police Department at no cost to the Borough.

Members of the Department visited the Haworth School last month giving candy canes out to students in Grade K-5 and the students enjoyed seeing the police officers in full uniform and talking to them.

The Community Policing Unit has started a Trading Card program whereby cards will be given out to the Haworth School students and after the students have collected the whole set of cards they will receive a raffle ticket.

Mr. Rosenberg further reported 131 summonses were issued last month with a total for 2017 of 1486.

A discussion was held regarding the timing of the traffic lights at Haworth Avenue and at Valley Road in connection with the lights at the top of the hill on Haworth Avenue as they have been on a flashing mode early in the evening. Mr. Rosenberg will speak with the Chief on this matter.

Report of Councilman Poosikian

Shade Tree Commission

Mr. Poosikian reported bids were received for the Winter Tree Program with three bids being received.

Fire Department

Mr. Poosikian reported the following:

The Department responded to 20 emergency calls last month – 8 activated alarms in Haworth, 7 mutual aid alarms in Demarest, 1 mutual standby for Dumont, 2 gas odor calls, 1 boiler emergency and 1 lift assist call. Total calls for 2017 were 222, total man hours for December were 100 and total man hours for 2017, 1500.

COMMITTEE REPORTS – cont'd.

Report of Councilman Poosikian – cont'd.

Fire Department – cont'd.

The Department conducted its annual Santa detail around town

Mr. Poosikian said the members of the Department thank the Mayor and Council for their continued support and thanked Mrs. Duffy for her work as Fire Commissioner.

In connection with the Shade Tree Commission Mayor Smart explained the work of the Commission and particularly Ms. Celotto for her excellent work in preparing the Winter Tree Program.

Report of Councilman Volpe

Parks and Playgrounds

Mr. Volpe noted a problem with getting a quorum for the Committee's meetings, the receipt of bids for the installation of the playground equipment and explained the grants received for that project.

Department of Public Works

Mr. Volpe reported contract negotiations with the Department have been concluded, leaf season was extended, the Department did a good job with the recent snow storms and potholes are being filled.

Mr. Volpe then noted a concern with trees being planted in the Borough's right-of-ways which cause a problem with their ride on mowers. Also, he noted the Department would like an answer from the Finance Department to their petition regarding changing the pay periods.

Mayor Smart asked about this year's road improvement program.

Mr. Volpe responded the engineer will drive with the superintendent to form a list of those streets needing work in terms of priority.

Mayor Smart responded that the Council should look at the streets also.

Report of Councilwoman Duffy

Mrs. Duffy noted there were no reports for Seniors or Tennis.

COMMITTEE REPORTS – cont'd.

Report of Councilwoman Duffy

Swim Club

Mrs. Duffy reported she and Mr. Ives will be meeting next week to discuss the upcoming season.

Environmental Commission

Mrs. Duffy reported the Commission is joining the Northern Valley Earth Fair which will be held on April 21st, it is an event to raise awareness of Earth Day, environmental issues and solutions. She said they would like to lead the effort for a community garden, looking for a suitable site and looking into an application of interpretive nature signs for placing around town to alert residents of the various types of wildlife native to Haworth.

Mayor's Report

Joint Insurance Fund

Mayor Smart noted training sessions scheduled for elected officials given by the JIF to earn credits on the Borough's premium.

Haworth School

Mayor Smart said he attended the Board's reorganization meeting, Ms. Brennan was re-named president of the Board and noted the interview process for a new superintendent.

FEMA

Mayor Smart explained these reports regarding grants, etc. that had to be filed for which Ms. Gallagher took on the responsibility, got all the reports submitted in order for the Borough to receive the FEMA grants which checks have been received so that all the storm related projects have been fully paid.

Community Development Grants

Mayor Smart reported the senior van drivers and senior activities which have been funded over the years from Community Development will no longer be received as they have been funded as on-going activities in the past through the federal HUD funds.

Mayor Smart said he will be meeting with the other mayors – Closter and Harrington Park who share the van regarding the continuation of this service without the CD funds. He also said a new van may be needed and assistance might be sought through the Bergen County Transportation Service.

NEW BUSINESS

Authorization to Execute Contract with Bergen County Trust Fund - Terrace St. Park Improvements

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

BE IT RESOLVED that the Mayor and Council of the Borough of Haworth wish to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$16,500.00 (Sixteen Thousand Five Hundred Dollars) matching grant from the 2016 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("Trust Fund") for the municipal park project entitled Terrace Street Park Improvements located in Terrace Street Park located on Block 1307, Lot 1 on the tax maps of the Borough of Haworth; and

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Mayor John W. Smart to be a signatory to the aforesaid Contract; and

BE IT FURTHER RESOLVED, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about August 9, 2019; and

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment and other such documents as may be required by the County in accordance with the Trust Fund's requirements; and

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund's requirements.

BE IT FURTHER RESOLVED, that should there be an unexpended balance at the completion of the project, Professional Services Costs will be reimbursed from grant award's unexpended balance in accordance with the Municipal Park Improvement Program Rules and Procedures Manual.

Award of Winter Tree Program Contract

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

Award of Winter Tree Program Contract – cont'd.

WHEREAS, following public advertisement as required by law, sealed bids for the 2018 Winter Tree Program were received the Municipal Clerk on January 17, 2018; and

WHEREAS, three bids were received at that time; and

WHEREAS, the Borough Attorney has reviewed the bid documents received; and

WHEREAS, it has been determined that funds are available as evidenced by the Chief Financial Officer.

NOW THEREFORE BE IT RESOLVED that a contract for the 2018 Winter Tree Program is hereby awarded to Ken's Tree Care, 401 Paulding Avenue, Northvale, New Jersey in the amount of \$17,190.00 for tree removals including stumps and \$5,760.00 for pruning for a total contract amount of \$22,950.00.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk be and are hereby authorized to execute a contract in a form provided by the Borough Attorney.

Award of Playground Installation Contract

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

WHEREAS, following public advertisement as required by law, sealed bids for the Installation of a Little Tykes Commercial Play Structure were received by the Municipal Clerk on January 17, 2018; and

WHEREAS, two bids were received at that time; and

WHEREAS, the Borough Attorney has reviewed the bid documents received; and

WHEREAS, it has been determined that funds are available as evidenced by the Chief Financial Officer.

NOW THEREFORE BE IT RESOLVED that a contract for the Installation of a Little Tykes Commercial Play Structure is hereby awarded to Sports and Golf Solutions, 4 Crest Hill Road, Verona, NJ 07044 in the amount of \$25,000.00.

BE IT FURTHER RESOLVED that the Mayor and Municipal Clerk be and are hereby authorized to execute a contract in a form provided by the Borough Attorney.

Establish Rates of Compensation for Outside Employment of Off-Duty Police Officers

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

WHEREAS, Ordinance No. 15-11, Section 2-30.11 d provides that an annual resolution be adopted to establish the rates of compensation for outside employment of off-duty law enforcement officers and administrative fees.

NOW THEREFORE BE IT RESOLVED that rates of compensation to the Borough of Haworth from the vendor for outside employment of off-duty law enforcement officers and administrative fees for the year 2018 are as follows:

Law Enforcement Officers	\$110.00 per hour
Administrative Fee	Ten percent (10%)
Vehicle Fee	Fifteen percent (15%)

Department of Public Works Agreement

Mr. Volpe reported meetings were held with the DPW representatives, explained the negotiations, the terms of the Agreement, number of steps, etc. and looked at neighboring towns' agreements.

A motion was offered by Mr. Volpe, seconded by Mr. Bain and unanimously carried to approve the Agreement as drafted and as approved by the DPW Committee.

Discussion was held regarding members attending fire fighter school and receiving that certification, as well as functioning as drivers for the Ambulance Corps.

Roll call to approve the Agreement subject to the modifications discussed for Article XV as discussed regarding the requirements for being an active volunteer fire fighter and at the discretion of the Borough be required to serve as a member of the Haworth Ambulance Corps daytime response team was as follows: Ayes. Messrs. Duffy, Volpe, Poosikian, Rosenberg, Guenego, Bain. Declared carried.

Approval of Payment of Bills

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

Approval of Payment of Bills – cont'd.

FOR COPY OF RESOLUTION AND BILL LIST
SEE PERMANENT MINUTES
PAGES 31A – 31F

Approval of Minutes

A motion was offered by Mr. Poosikian, seconded by Mrs. Duffy and unanimously carried to accept the minutes of the Executive Meeting of December 20 and the Closed Meeting of December 20, 2017. Ms. Guenego abstained as she was not a member of the Council in December.

Open Meeting to Public

The meeting was opened to the period of public discussion,

Ms. B. Borghi, St. Nicholas Avenue suggested “no parking” on both sides of Massachusetts in the vicinity of the chiropractor’s office due to a vision problem in that area and that the side streets in the area could be used for parking..

Mr. Rosenberg responded that he will check with Police Chief on this matter.

Ms. Borghi then referred to the senior citizens activities which funding from Community Development is in jeopardy and asked where future funding will be coming from.

Mrs. Duffy responded she will speak with the CFO on this matter as to putting a request in for the 2018 budget.

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

Close Meeting to Public

The following resolution was offered by Mrs. Duffy, seconded by Mr. Rosenberg and unanimously carried at 9:10 PM:

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 23, 2018 at which time the following item will be discussed:

Affordable Housing, Declaratory Judgment Action

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 item 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 9:30 PM and as there was no further business to come before the Council adjourned on motion duly offered, seconded and carried.

A handwritten signature in black ink, appearing to read "Ann E. Fay", is written over a horizontal line.

Ann E. Fay, RMC, CMC
Clerk-Administrator