

**WORK SESSION
MINUTES**

The Work Session Meeting of the Mayor and Council was in the Council Chambers and called to order at 7:30pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

OPEN PUBLIC MEETING STATEMENT

Adequate notice of this meeting was provided to The Bergen Record informing the public of the time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

ROLL CALL:

Councilmember Arendacs - absent
Councilmember Cudequest
Councilmember Koelling

Councilmember Lane
Councilmember Roche
Councilmember Russo-Vogelsang

Also Present: Mayor Ghassali; Borough Attorney, Dave Lafferty; Borough Administrator, Joe Voytus; Borough Engineer, Nick Chelius; Municipal Clerk, Fran Scordo

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2025-1585 AN ORDINANCE AUTHORIZING ENTRY INTO A CORRECTIVE DEED WITH JTZ HOLDINGS, LLC FOR THE PROPERTY IDENTIFIED AS BLOCK 1901, LOT 14

WHEREAS, the Borough of Montvale pursuant to Resolution No. 60-2023 sold the real property identified as Block 1601, Lot, 14 on the Official Tax Map of the Borough of Montvale ("Property") to JTZ Holdings, LLC ("JTZ") on July 27, 2023; and

WHEREAS, the Deed of Conveyance included certain requirements of JTZ, specifically the date by which JTZ was to obtain preliminary site plan approval and commence construction at the Property, failing which the Property would revert to the Borough of Montvale; and

WHEREAS, JTZ has not met the dates provided within the Deed of Conveyance and has requested that the Borough of Montvale extend the dates in which to obtain preliminary site plan approval and commence construction at the Property; and

WHEREAS, the Borough of Montvale has agreed to extend the dates for which JTZ to obtain preliminary site plan approval to July 1, 2026, and extend the date to commence construction at the Property to December 31, 2026.

NOW, THEREFORE, BE IT ORDAINED, by the Governing Body of the Borough of Montvale, County of Bergen, in the State of New Jersey, as follows:

1. The terms of the Preamble are incorporated herein by reference as if set forth at length.
2. The Borough Attorney shall prepare a Corrective Deed to contain the following clause:

"For good and valuable consideration, Grantee, its successors and assigns, agree and covenant that in the event that Grantor its successors and assigns, shall fail to obtain preliminary site plan approval from the Montvale Planning Board on or before

BOROUGH OF MONTVALE

DECEMBER 30, 2025

July 1, 2026, or should the Grantee fail to commence construction on or before December 31, 2026 the Borough of Montvale shall have the right to reacquire the Property by providing Grantee written notice no later than April 1, 2027, upon receipt of which notice, the Grantee shall convey the Property to the Borough of Montvale within thirty (30) days. The price of the Property shall be the stated consideration in this deed less twenty percent (20%). This clause shall run with the land and be binding on all who succeed to the rights of Grantee.”

3. The Mayor or Borough Administrator of the Borough of Montvale are hereby directed, authorized and empowered to execute the Corrective Deed and accompanying documents necessary to effectuate the transactions contemplated within this Ordinance.

4. If any provision or portion of a provision of this Ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the Ordinance shall not be invalidated and shall remain in full force and effect.

5. All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

6. This Ordinance shall take effect immediately.

*A motion Introduced for second reading **Ordinance No. 2025-1585** by Councilmember Russo-Vogelsang; seconded by Councilmember Lane; Clerk read by title only.*

Motion to open meeting to public by Councilmember Lane; seconded by Councilmember Koelling - all ayes

No Public Comment

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Cudequest - all ayes Motion to adopt on Second and Final Reading in The Bergen Record by Councilmember Lane; seconded by Councilmember Cudequest; Clerk read by title only - All ayes on a roll call vote

The Borough Attorney gave a brief explanation stating this ordinance will grant JTZ Holdings an extension of time for submit amended plans to the Planning Board its been extended to July 1st.

MEETING OPEN TO PUBLIC:

Agenda Items Only

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Cudequest – all ayes

No Public Comment

Motion to close meeting to the public by Councilmember Koelling; seconded by Councilmember Lane – all ayes

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

December 11, 2025

A motion to accept the minutes by Councilmember Lane; seconded by Councilmember Russo-Vogelsang - all ayes

RESOLUTIONS: (NON-CONSENT)**226-2025 A Resolution Approving an Addendum to the Shared Services Agreement for the Municipalities of the Borough of Montvale, the Borough of Woodcliff Lake, and the Borough of Park Ridge Concerning the Pascack Joint Municipal Court**

WHEREAS, in 2010, the Municipalities conducted a mutually-supported study of the feasibility of either a joint municipal court pursuant to *N.J.S.A. 2B:12-1(b)*, or a shared municipal court pursuant to *N.J.S.A. 2B:12-1(c)*, among all three Municipalities (the "Feasibility Study"); and

WHEREAS, the Feasibility Study identified opportunities to further improve the efficacy of court operation for the Municipalities, while reducing the costs of delivering municipal court services for the respective local governments; and

WHEREAS, the Municipalities determined it to be in their mutual best interests to provide for Joint Municipal Court Facilities, Personnel, and Resources for use by their respective Municipal Courts pursuant to *N.J.S.A. 2B:12-1(b)*, with Montvale as the lead agency; and

WHEREAS, *N.J.S.A. 2B:12-1, et seq.* authorizes the formation of a joint municipal court provided that an agreement is entered into by all of the Municipalities, and provided that such Agreement is approved by and filed with the State of New Jersey Administrative Office of Courts and the Assignment Judge of the Superior Court of New Jersey, Bergen County Vicinage; and

WHEREAS, by agreement dated February 8, 2011, and as re-adopted in 2023, Montvale, Woodcliff Lake and Park Ridge did enter into a Shared Services Agreement ("Agreement") concerning the establishment of a Joint Municipal Court; and

WHEREAS, said Agreement was established in accordance with the Uniform Shared Services and Consolidation Act, P.L.2007, c.63 (C.40A:65-1, *et seq.*); and

WHEREAS, the Joint Municipal Court has operated efficiently for the past fifteen (15) years and has resulted in both cost and other benefits to all three Municipalities; and

WHEREAS, in the interest of continuing the mutually-beneficial aspects of the Agreement, the Municipalities are desirous of executing an Amendment to the Agreement to revise the funding formula applicable to the Joint Court to more fairly share the operational costs among the municipalities and to provide greater cost certainty and continuity year over year.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the Mayor and Borough Clerk are directed, authorized and empowered to execute the negotiated Addendum to Shared Services Agreement with the Borough of Woodcliff Lake and the Borough of Park Ridge concerning the Pascack Joint Municipal Court, as well as all other documents necessary to effectuate the purposes of this Resolution.

BE IT FURTHER RESOLVED that pursuant to *N.J.S.A. 40A:65-5(b)*, the Borough Clerk shall make the Shared Services Agreement with Addendum available for public inspection at the Municipal Complex immediately after passage of this Resolution.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - a roll call was taken - all ayes

The BA explained this is the new agreed upon funding formula for the Pascack Joint Court

RESOLUTIONS: (CONSENT AGENDA*)**221-2025 Cancellation of Tax and Excess Sewer Overpayments or Delinquent Amounts Less than \$10.00**

WHEREAS, *N.J.S.A. 40A:5-17* allows for the cancellation of property tax and excess sewer overpayments or delinquent amounts in the amount of less than \$10.00; and

WHEREAS, the Mayor and Council may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax and excess sewer overpayments or delinquencies of less than \$10.00

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey, hereby authorize the Tax Collector to cancel said property tax and excess sewer amounts as deemed necessary.

BE IT FURTHER RESOLVED, that a certified copy of the resolution be forwarded to the Tax Collector and Chief Finance Officer.

222-2025 Authorizing to enter into Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund Grant Program for JJ Blauvelt House: Roof Stabilization

BE IT RESOLVED, that the Mayor and Council of the Borough of Montvale wish to enter into a Bergen County Trust Fund Project Contract ("Contract") with the County of Bergen for the purpose of using a \$75,000.00 matching grant award from the 2025 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund ("Trust Fund") for the municipal historic preservation project entitled, JJ Blauvelt House: Roof Stabilization located in the Borough of Montvale; and

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Michael Ghassali, to be a signatory to the aforesaid Contract; and

BE IT FURTHER RESOLVED, that they 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 November 12, 2025; 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 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.

223-2025 Authorizing to Enter into Bergen County Shared-Service Agreement for the Provisions of Employee Assistance Program (EAP)

WHEREAS, The Borough of Montvale has a need for an Employee Assistance Program (EAP) Services for its municipal workforce; and

WHEREAS, the County has entered a contract with an accredited third-party vendor, ("Contractor") to provide EAP Services to County employees as well as other Local Entity employees within its borders; and

WHEREAS, the Borough of Montvale wishes to enter into this Shared Services Agreement with the County to provide EAP Services for its workforce; and

WHEREAS, this Agreement is established in accordance with the Uniform Shared Services and Consolidation Act. P.L. 2007, c.63(NJSA 40A:65-1, et seq.); and

WHEREAS, pursuant to NJSA 40A:65-5, The County and the Borough of Montvale have each adopted resolutions authorizing entry into this Agreement, copies of which are attached to this resolution; and

NOW, THEREFORE, BE IT RESOLVED, that on behalf of the Borough of Montvale, the Mayor, Borough Administrator, and/or Municipal Clerk is hereby authorized to execute the above-referenced shared-service agreement approved on this 30th day of December 2025.

224-2025 Resolution Canceling Balance In The "Miscellaneous – Seized Funds" Trust Account

WHEREAS, the Borough of Montvale maintains a Trust Fund account titled "Miscellaneous – Seized Funds", which has a remaining balance of \$542.71; and

WHEREAS, this account does not have an approved Dedication by Rider from the Division of Local Government Services; and

WHEREAS, the balance must therefore be canceled and recognized as Miscellaneous Revenue Not Anticipated (MRNA).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the balance of \$542.71 in the "Miscellaneous – Seized Funds" Trust account is hereby canceled and shall be recorded in the Current Fund as MRNA; and

BE IT FURTHER RESOLVED that the Chief Financial Officer is authorized to make the appropriate accounting entries.

225-2025 Resolution Authorizing The Sale Of Property No Longer Needed For Public Use On An Online Auction Website

WHEREAS, the Borough of Montvale has determined that the personal property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Borough of Montvale intends to utilize the online auction services of Municibid located at <https://municibid.com/nj/njinfo/>; and

WHEREAS, the sales are being conducted pursuant to N.J.S.A. 40A:11-36 and the guidance set forth in the Division of Local Government Services' Local Finance Notice 2019-15.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Montvale in the County of Bergen, State of New Jersey, that the Borough of Montvale is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website entitled <https://municibid.com/>; and

NOW, THEREFORE, BE IT FURTHER RESOLVED, that the terms and conditions of the agreement entered into between Municibid and the Borough of Montvale are available at <https://municibid.com/nj/njinfo/> and in the Borough of Montvale Clerk's office.

BE IT FURTHER RESOLVED, that a certified copy of this resolution shall be available for public inspection in the office of the Borough Clerk.

This Resolution shall take effect immediately.

227-2026 RE: Authorize Appointment – Jennifer Lacy - Acting Municipal Court Administrator

WHEREAS, pursuant to N.J.S.A. 2B:12-10 the Municipality of Upper Saddle River and the Municipality of Montvale, acting as lead agency for the Pascack Joint Municipal Court, are required to provide for a Municipal Court Administrator; and

WHEREAS, pursuant to N.J.S.A. 40A:65-1 et. Seq., any municipality of the State of New Jersey may contract with any other municipality or municipalities to share services that any party to the agreement is empowered to provide within its own jurisdiction; and

WHEREAS, in accordance with N.J.S.A. 2B:12-1(c) the Municipality of Upper Saddle River and the Municipality of Montvale, acting as lead agency for the Pascack Joint Municipal Court, consent and agree to share the professional services of their respective Municipal Court Administrators on a provisional basis in the event of the absence of the Municipal Court Administrator and Deputy Court Administrator, to undertake the duties of the absent Municipal Court Administrator during scheduled and/or unscheduled leaves, within the two respective municipalities; and

WHEREAS, the rate of pay shall be \$30 per hour. Pay rate established by N.J.S.A. 2B:12-10(b).

NOW THEREFORE BE IT RESOLVED, this 30th day of December 2025, that the Municipality of Upper Saddle River and the Municipality of Montvale consent to the attached agreement.

228-2025 A Resolution Awarding a Contract to Atlantic, Tomorrow's Office Pursuant to NJ State Contract 25-COMG-104257 for a 60-Month Lease for One (1) HP DesignJet XL3800 Color Wide Format Copier/Printer/Scanner for Borough of Montvale Administration and Planning Board Departments

WHEREAS, the Borough has a need to procure one color Wide format copier/printer/scanner for

use by the Administration and Planning Board Departments; and

WHEREAS, pursuant to N.J.S.A. 40A:11-12a and N.J.C.A. 5:34-7.29(c), the Borough may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State Contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of Treasury; and

WHEREAS, the Borough did solicit a quote from Atlantic, Tomorrow's Office for one (1) HP DesignJet XL3800 Color Wide Format Copier/Printer/Scanner; and

WHEREAS, Atlantic submitted a proposal dated December 17, 2025, a copy of which is attached hereto, which consists of a monthly cost of \$415.00 per month for sixty (60) months; and

WHEREAS, this will replace the current KIP 660 Wide Format copier/printer/scanner; and

WHEREAS, the Chief Financial Officer has certified that sufficient funds have been appropriated and are available for this purpose.

NOW THEREFORE BE IT RESOLVED, as follows:

1. The Borough of Montvale does approve the attached Quote from Atlantic, Tomorrow's Office, 400 Broadacres Drive, Bloomfield, New Jersey 07003, for a 60-Month Lease for One (1) HP DesignJet XL3800 Color Wide Format Copier/Printer/Scanner
2. The Mayor, Borough Clerk and/or Borough Administrator are hereby directed, authorized and empowered to execute an agreement with Atlantic, Tomorrow's Office, consistent with this resolution.
3. This resolution shall take effect immediately.

Introduced by: Councilmember Lane; seconded by Councilmember Cudequest - a roll call was taken - all ayes

BILLS: Municipal Clerk read the Bill Report

Motion to pay bills by Councilmember Lane; seconded by Councilmember Roche - all ayes

ENGINEER'S REPORT: Nick Chelius

In the process of closing out the NJDOT projects for this year; submitted the tax maps to the State.

ATTORNEY REPORT: David Lafferty, Esq.

Demarest Farms filed an appeal to the court which was denied; new owners D'Agostino has signed the lease on the farm property; had the final affordable housing hearing this morning, the judge will make his decision sometime in January.

ADMINISTRATOR REPORT: Joe Voytus

No Report

UNFINISHED BUSINESS:

None

NEW BUSINESS:

None

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

HEARING OF CITIZENS WHO WISH TO ADDRESS THE MAYOR AND COUNCIL:

Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.

A motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Roche – all ayes

No Public Comment

A motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Roche – all ayes

ADJOURNMENT:

Motion to adjourn by Councilmember Lane; seconded by Councilmember Roche – all ayes

Meeting adjourned at 7:48pm

RE-ORGANIZATION MEETING to be held on Thursday, January 1st, 2026 at Noon

Budget Meeting on ZOOM will be held at 6:00pm on Monday, January 5, 2026

Regular Meeting of the Mayor & Council will be held at 7:30pm on Thursday, January 8, 2026

Respectfully submitted, Frances Scordo, Municipal Clerk