

**AGENDA**  
**WORK SESSION MEETING**  
**BOROUGH OF MONTVALE**  
**Mayor and Council Meeting**  
**June 24, 2025**  
**Closed Executive Session 7:00PM**  
**Meeting to Commence 7:30PM**

**CLOSED/EXECUTIVE SESSION:**

Motion to move into Executive Session as provided for by Resolution No. 15-2025 adopted on January 1, 2025 and posted on the bulletin board in the Municipal Building

The Mayor and Council will go into a Closed Executive Session for the following:

- Attorney Client Privilege – Potential Litigation – Affordable Housing

Minutes to be disclosed as per the Open Public Meetings Act matters discussed will be disclosed to the public when such matters are finally determined and there is no reason to prohibit the public disclosure of information relating to such matters.

**ROLL CALL:**

|                         |                               |
|-------------------------|-------------------------------|
| Councilmember Arendacs  | Councilmember Lane            |
| Councilmember Cudequest | Councilmember Roche           |
| Councilmember Koelling  | Councilmember Russo-Vogelsang |

**ORDINANCES:**

**INTRODUCTION OF ORDINANCE NO. 2025-1577** AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 264 OF THE BOROUGH CODE, "MUNICIPAL PROPERTY," TO ADD A NEW ARTICLE III, "RESTRICTED ACCESS AREAS"  
(public hearing 7-22-25)

**MEETING OPEN TO PUBLIC**

Agenda Items Only

**MEETING CLOSED TO PUBLIC**

Agenda Items Only

**MINUTES:**

June 12, 2025

**CLOSED SESSION MINUTES:**

June 12, 2025

**RESOLUTIONS:**

144-2025 A Resolution Endorsing the Housing Element and Fair Share Plan and Spending Plan Prepared by Darlene A. Green, PP, AICP, dated June 6, 2025, and Approved by the Montvale Planning Board on June 17, 2025

**RESOLUTIONS: (CONSENT AGENDA\*)**

\*All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

- 139-2025 A Resolution Awarding a Contract to Key Tech Laboratories for Core Sampling and Testing – NJDOT FY2025 Paragon Drive & Philips Parkway Roadway Improvements
- 140-2025 A Resolution Awarding a Contract to Key Tech Laboratories for Core Sampling and Testing – NJDOT FY2024 Woodland Road Roadway Improvements
- 141-2025 Amending Resolution No. 123-2025 for a Professional Services Contract to King, Moench & Collins LLP to Serve as Special Counsel for Affordable Housing Litigation
- 142-2025 Resolution Approving Liquor License Renewals - July 1, 2025 Through June 30, 2026
- 143-2025 Approval To Submit A Grant Application And Execute A Grant Contract With The New Jersey Department Of Transportation For The Memorial Drive Improvements - 00343
- 145-2025 A Resolution Awarding a Contract to RP Tech Services for Professional Cybersecurity Compliance and Monitoring Services

**BILLS:**

**ENGINEER'S REPORT:**

**ATTORNEY'S REPORT:**

**ADMINISTRATOR'S REPORT:**

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- Discussion - Bob Hanrahan – Trail Extension

**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.

**MEETING CLOSED TO THE PUBLIC:**

**ADJOURNMENT:**

Special ZOOM Meeting of the Mayor & Council will be on Friday, June 27, 2025 at 9AM  
Regular Meeting of the Mayor & Council will be held at 7:30pm on Tuesday July 22, 2025

**BOROUGH OF MONTVALE  
ORDINANCE NO. 2025-1577**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on June 24, 2025 and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on July 22, 2025 at 7:30pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Frances Scordo, Municipal Clerk  
Borough of Montvale

**AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 264 OF THE BOROUGH CODE, "MUNICIPAL PROPERTY," TO ADD A NEW ARTICLE III, "RESTRICTED ACCESS AREAS"**

**WHEREAS**, the Borough of Montvale recognizes the importance of the rights guaranteed under the First Amendment of the United States Constitution and Article I Section 6 of the New Jersey Constitution; and

**WHEREAS**, the Borough of Montvale acknowledges that as a matter of public policy, the rights afforded by the First Amendment of the United States Constitution and Article I Section 6 of the New Jersey Constitution are not unlimited; and

**WHEREAS**, the rights afforded by the First Amendment of the United States Constitution and Article I Section 6 of the New Jersey Constitution are subject to reasonable time, place, and manner restrictions; and

**WHEREAS**, Borough of Montvale officials and employees have a responsibility to maintain and safeguard public records that consist of confidential information; and

**WHEREAS**, to adequately comply with the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1, and to comply with the statutorily defined responsibilities, the maintenance and custody of specific records are required; and

**WHEREAS**, municipal officials assigned this responsibility include, but are not limited to: the Municipal Clerk, Police Chief, Library Director, Chief Financial Officer, Tax Collector, Tax Assessor, Municipal Court Administrator, Municipal Prosecutor, Public Defender, Municipal Court Judge, Construction Official, Fire Chief, Fire Official, Board of Health Secretary, Registrar, and the Borough Administrator; and

**WHEREAS**, the responsibility for the maintenance and safeguarding of records, reports, documents and information in municipal offices may not be available for immediate public view since they may contain personal information, phone numbers, social security numbers, dates of birth and other confidential information; and

**WHEREAS**, securing these records maintains the integrity of this information, and when an Open Public Records Act request is received, and it is determined that a requestor is entitled to the records, the records can be released individually and redacted as required by law; and

**WHEREAS**, it is not expected that municipal employees physically intervene to protect a record, and creating secure areas with clear signage will help deter persons from collecting records which they are not entitled to receive without following the process required by the Open Public Records Act; and

**WHEREAS**, within the Borough there are also offices and other areas that must be closed to public access to safeguard the health, safety and welfare of the public as well as that of Borough officers, officials and employees, including but not limited to locations with heavy machinery, equipment, emergency vehicles and other apparatus.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the Borough of Montvale, as follows:

**Section 1.** Chapter 264 of the Borough Code is hereby amended and supplemented by adding a new Article III, "Restricted Access Areas," as follows:

### **Article III**

#### **Restricted Access Areas**

##### **§264-14 Purpose.**

- A. The Borough of Montvale recognizes the importance of the rights guaranteed under the First Amendment of the United States Constitution and Article I Section 6 of the New Jersey Constitution. However, the Borough of Montvale acknowledges that as a matter of public policy, the rights afforded by the First Amendment of the United States Constitution and Article I Section 6 of the New Jersey Constitution are not unlimited and are subject to reasonable time, place, and manner restrictions.
- B. Borough of Montvale officials and employees have a responsibility to maintain and safeguard public records that consist of confidential information, and to adequately comply with the New Jersey Open Public Records Act, N.J.S.A. 47:1A-1, and to comply with the statutorily defined responsibilities, the maintenance and custody of specific records are required. Borough of Montvale officials assigned this responsibility include, but are not limited to: the Municipal Clerk, Police Chief, Library Director, Chief Financial Officer, Tax Collector, Tax Assessor, Municipal Court Administrator, Municipal Prosecutor, Public Defender, Municipal Court Judge, Construction Official, Fire Chief, Fire Official, Board of Health Secretary, Registrar, and the Borough Administrator.
- C. The Borough is responsible for the maintenance and safeguarding of records, reports, documents and information in municipal offices, which records may not be available for immediate public view since they may contain personal information, phone numbers, social security numbers, dates of birth and other confidential information. Securing these records maintains the integrity of this information, and when an Open Public Records Act request is received, and it is determined that a requestor is entitled to the records, the records can be released individually and redacted as required by law.

- D. The Borough of Montvale does not expect municipal employees to physically intervene to protect a record. Therefore, creating secure areas with clear signage will help deter persons from collecting records which they are not entitled to receive without following the process required by the Open Public Records Act.
- E. Within the Borough there are also offices and other areas that must be closed to public access to safeguard the health, safety and welfare of the public as well as that of Borough officers, officials and employees, including but not limited to locations with heavy machinery, equipment, emergency vehicles and other apparatus
- F. This Article is intended to clearly define Restricted Access Areas in municipal buildings that are not subject to access to members of the public.

#### **§264-15 Definitions.**

##### **PUBLIC**

Any Borough resident or non-Borough resident, but not including the following:

- Officers, employees and elected or appointed officials of the Borough of Montvale
- Contractors of the Borough authorized by appropriate personnel to access Restricted Access Areas for the purpose of performing their contractual duties
- Officers, employees and elected or appointed officials of the State of New Jersey
- Officers, employees and elected or appointed officials of the County of Bergen
- Officers, employees and elected or appointed officials of the United States Federal Government
- Any other person who has been authorized by the Mayor, Administrator, Council President, Chief of Police, Fire Chief, Clerk, or other authorized representative of the Borough of Montvale

##### **RESTRICTED ACCESS AREA**

Any Borough office or portion of a municipal building or facility that is not open to the public

#### **§264-16 Restricted Access Areas enumerated.**

With the exception of public reception spaces, the municipal office areas in the following locations shall be deemed "Restricted Access Areas" that are secured and not open to the public:

- A. Montvale Borough Hall – 12 DePiero Drive
- B. Montvale Police Department – 12 DePiero Drive
- C. Montvale Public Library – 12 DePiero Drive
- D. Montvale Municipal Court – 12 DePiero Drive
- E. Montvale Fire Department – 35 W. Grand Avenue
- F. Montvale DPW Garage – Memorial Drive
- G. La Trenta Fieldhouse – 159 Chestnut Ridge Road
- H. Montvale Senior/Community Center – 1 Memorial Drive
- I. Any other location marked by appropriate signage as a Restricted Access Area

**§264-17      Signage to be posted.**

- A. The Borough of Montvale shall post signs outside of offices which identify such Restricted Access Areas, which may include, but not be limited to, language such as the following:
  - 1. "Restricted Access Area"
  - 2. "Authorized Employees Only"
  - 3. "Recording or Photography is Strictly Prohibited"
  - 4. "Violators are Subject to Criminal Prosecution"
- B. Any variation of the above language shall include the following warning: "Violators are Subject to Criminal Prosecution."

**§264-18      Violations and penalties.**

- A. Any member of the public who trespasses in a Restricted Access Area, as defined in this Article, unless permitted by an authorized Borough representative, may be escorted from the Restricted Access Area by the Montvale Police Department.
- B. Any person who violates any provision of this Article or who trespasses in a Restricted Access Area without authorization shall be punishable upon conviction as provided in Chapter 1, Article I, General Penalty and/or be subject to prosecution under N.J.S.A. 2C:18-3.

**Section 2. Repeal of Inconsistent Ordinances.**

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3. Savings Clause.**

Nothing in this Ordinance shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed pursuant to this Ordinance, nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**Section 4. Severability.**

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

**Section 5. Effective Date.**

This Ordinance shall become effective upon adoption and publication as required by law.

\_\_\_\_\_  
**MICHAEL GHASSALI**  
Mayor

\_\_\_\_\_  
**ATTEST:**  
**FRANCES SCORDO**  
Municipal Clerk

**INTRODUCTION: 6-24-25**

| Councilmember   | Yes | No | Absent | Abstain |
|-----------------|-----|----|--------|---------|
| Arendacs        |     |    |        |         |
| Cudequest       |     |    |        |         |
| Koelling        |     |    |        |         |
| Lane            |     |    |        |         |
| Roche           |     |    |        |         |
| Russo-Vogelsang |     |    |        |         |

**ADOPTED: 7-22-25**

| Councilmember   | Yes | No | Absent | Abstain |
|-----------------|-----|----|--------|---------|
| Arendacs        |     |    |        |         |
| Cudequest       |     |    |        |         |
| Koelling        |     |    |        |         |
| Lane            |     |    |        |         |
| Roche           |     |    |        |         |
| Russo-Vogelsang |     |    |        |         |

PUBLIC MEETING  
MINUTES

The Public Meeting of the Mayor and Council was held in Council Chambers and called to order at 7:33PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Master Sergeant Koelling led the Pledge of Allegiance to the Flag, and 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).

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

**ROLL CALL:**

Councilmember Arendacs  
Councilmember Cudequest  
Councilmember Koelling

Councilmember Lane  
Councilmember Roche  
Councilmember Russo-Vogelsang - absent

**Proclamation: Honoring Dante Teagno – Planning Board Member****Proclamation: Pascack Valley Woman's Club Honoring 35 Years of Service****ORDINANCES:**

**PUBLIC HEARING OF ORDINANCE NO. 2025-1573** AN ORDINANCE OF THE BOROUGH OF MONTVALE REPEALING AND REPLACING CHAPTER 210, "FLOOD DAMAGE PREVENTION," OF THE BOROUGH CODE

**WHEREAS**, the Legislature of the State of New Jersey has, in N.J.S.A. 40:48 et seq and N.J.S.A. 40:55D et seq., conferred upon local governments the authority to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

**WHEREAS**, the Federal Emergency Management Agency has identified special flood hazard areas within the boundaries of the **Borough of Montvale** and such areas may be subject to periodic inundation which may result in loss of life and property, health and safety hazards, disruption of commerce and governmental services, extraordinary public expenditures for flood protection and relief, and impairment of the tax base, all of which adversely affect the public health, safety and general welfare, and

**WHEREAS**, the **Borough of Montvale** was accepted for participation in the National Flood Insurance Program on **June 15, 1981** and the **Mayor and Council** desire to continue to meet the requirements of Title 44 Code of Federal Regulations, Sections 59, 60, 65 and 70 necessary for such participation; and

**WHEREAS**, the **Borough of Montvale** is required, pursuant to N.J.A.C. 5:23 et seq., to administer and enforce the State building codes, and such building codes contain certain provisions that apply to the design and construction of buildings and structures in flood hazard areas; and

**WHEREAS**, the **Borough of Montvale** is required, pursuant to N.J.S.A. 40:49-5, to enforce zoning codes that secure safety from floods and contain certain provisions that apply to the development of lands; and

**WHEREAS**, the **Borough of Montvale** is required, pursuant to N.J.S.A.58:16A-57, within 12 months after the delineation of any flood hazard area, to adopt rules and regulations concerning the development and use of land in the flood fringe area which at least conform to the standards promulgated by the New Jersey Department of Environmental Protection (NJDEP).



*NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Montvale as follows:*

**SECTION 1.** Chapter 210 of the Borough Code is hereby repealed in its entirety and replaced as follows:

**CHAPTER 210 – FLOOD DAMAGE PREVENTION**

**ARTICLE I - SCOPE AND ADMINISTRATION**

**§201-1. Title.**

These regulations, in combination with the flood provisions of the Uniform Construction Code (UCC) N.J.A.C. 5:23 (hereinafter "Uniform Construction Code," consisting of the Building Code, Residential Code, Rehabilitation Subcode, and related codes, and the New Jersey Flood Hazard Area Control Act (hereinafter "FHACA"), N.J.A.C. 7:13, shall be known as the *Floodplain Management Regulations* of the **Borough of Montvale** (hereinafter "these regulations").

**§201-2. Scope.**

These regulations, in combination with the flood provisions of the Uniform Construction Code and FHACA shall apply to all proposed development in flood hazard areas established in Article II of these regulations.

**§201-3. Purposes and objectives.**

The purposes and objectives of these regulations are to promote the public health, safety and general welfare and to minimize public and private losses due to flood conditions in specific flood hazard areas through the establishment of comprehensive regulations for management of flood hazard areas, designed to:

- (1) Protect human life and health.
- (2) Prevent unnecessary disruption of commerce, access, and public service during times of flooding.
- (3) Manage the alteration of natural floodplains, stream channels and shorelines;
- (4) Manage filling, grading, dredging and other development which may increase flood damage or erosion potential.
- (5) Prevent or regulate the construction of flood barriers which will divert floodwater or increase flood hazards.
- (6) Contribute to improved construction techniques in the floodplain.
- (7) Minimize damage to public and private facilities and utilities.
- (8) Help maintain a stable tax base by providing for the sound use and development of flood hazard areas.
- (9) Minimize the need for rescue and relief efforts associated with flooding.
- (10) Ensure that property owners, occupants, and potential owners are aware of property located in flood hazard areas.
- (11) Minimize the need for future expenditure of public funds for flood control projects and response to and recovery from flood events.
- (12) Meet the requirements of the National Flood Insurance Program for community participation set forth in Title 44 Code of Federal Regulations, Section 59.22.

**§201-4. Coordination with Building Codes.**

Pursuant to the requirement established in N.J.A.C. 5:23, the Uniform Construction Code, that the **Borough of Montvale** administer and enforce the State building codes, the **Mayor and Council of the Borough of Montvale** do hereby acknowledge that the Uniform Construction Code contains certain provisions that apply

to the design and construction of buildings and structures in flood hazard areas. Therefore, these regulations are intended to be administered and enforced in conjunction with the Uniform Construction Code.

**§201-5. Ordinary Building Maintenance and Minor Work.**

Improvements defined as ordinary building maintenance and minor work projects by the Uniform Construction Code including non-structural replacement-in-kind of windows, doors, cabinets, plumbing fixtures, decks, walls, partitions, new flooring materials, roofing, etc. shall be evaluated by the Floodplain Administrator through the floodplain development permit to ensure compliance with the Substantial Damage and Substantial Improvement Section 210-26 of this ordinance.

**§201-6. Warning.**

The degree of flood protection required by these regulations is considered reasonable for regulatory purposes and is based on scientific and engineering considerations. Larger floods can and will occur. Flood heights may be increased by man-made or natural causes. Enforcement of these regulations does not imply that land outside the special flood hazard areas, or that uses permitted within such flood hazard areas, will be free from flooding or flood damage.

**§201-7. Other laws.**

The provisions of these regulations shall not be deemed to nullify any provisions of local, State, or Federal law.

**§201-8. Violations and Penalties for Noncompliance.**

No structure or land shall hereafter be constructed, re-located to, extended, converted, or altered without full compliance with the terms of this ordinance and other applicable regulations. Violation of the provisions of this ordinance by failure to comply with any of its requirements (including violations of conditions and safeguards established in connection with conditions) shall constitute a violation under N.J.S.A. 40:49-5. Any person who violates this ordinance or fails to comply with any of its requirements shall be subject to one (1) or more of the following: a fine of not more than \$1250, imprisonment for a term not exceeding ninety (90) days or a period of community service not exceeding 90 days.

Each day in which a violation of an ordinance exists shall be considered to be a separate and distinct violation subject to the imposition of a separate penalty for each day of the violation as the Court may determine except that the owner will be afforded the opportunity to cure or abate the condition during a 30 day period and shall be afforded the opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1250 may be imposed if the court has not determined otherwise, or if upon reinspection of the property, it is determined that the abatement has not been substantially completed.

Any person who is convicted of violating an ordinance within one year of the date of a previous violation of the same ordinance and who was fined for the previous violation, shall be sentenced by a court to an additional fine as a repeat offender. The additional fine imposed by the court upon a person for a repeated offense shall not be less than the minimum or exceed the maximum fine fixed for a violation of the ordinance, but shall be calculated separately from the fine imposed for the violation of the ordinance.

**§210-8.1. Solid Waste Disposal in a Flood Hazard Area.**

Any person who has unlawfully disposed of solid waste in a floodway or floodplain who fails to comply with this ordinance or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$2500 or up to a maximum penalty by a fine not exceeding \$10,000 under N.J.S.A. 40:49-5.

**§201-9. Abrogation and greater restrictions.**

These regulations supersede any ordinance in effect in flood hazard areas. However, these regulations are not intended to repeal or abrogate any existing ordinances including land development regulations, subdivision regulations, zoning ordinances, stormwater management regulations, or building codes. In the event of a conflict between these regulations and any other ordinance, code, or regulation, the more restrictive shall govern.

**ARTICLE II - APPLICABILITY****§201-10. General.**

These regulations, in conjunction with the Uniform Construction Code, provide minimum requirements for development located in flood hazard areas, including the subdivision of land and other developments; site improvements and installation of utilities; placement and replacement of manufactured homes; placement of recreational vehicles; new construction and alterations, repair, reconstruction, rehabilitation or additions of existing buildings and structures; substantial improvement of existing buildings and structures, including repair of substantial damage; installation of tanks; temporary structures and temporary or permanent storage; utility and miscellaneous Group U buildings and structures; and certain building work exempt from permit under the Uniform Construction Code; and other buildings and development activities.

**§201-11. Establishment of Flood Hazard Areas.**

The **Borough of Montvale** was accepted for participation in the National Flood Insurance Program on **June 15, 1981**.

The National Flood Insurance Program (NFIP) floodplain management regulations encourage that all Federal, State, and Local regulations that are more stringent than the minimum NFIP standards take precedence in permitting decisions. The FHACA requires that the effective Flood Insurance Rate Map, most recent preliminary FEMA mapping and flood studies, and Department delineations be compared to determine the most restrictive mapping. The FHACA also regulates unstudied flood hazard areas in watersheds measuring 50 acres or greater in size and most riparian zones in New Jersey. Because of these higher standards, the regulated flood hazard area in New Jersey may be more expansive and more restrictive than the FEMA Special Flood Hazard Area. Maps and studies that establish flood hazard areas are on file at the Borough Hall, 12 DePiero Drive, Montvale, NJ 07645 at the building department.

The following sources identify flood hazard areas in this jurisdiction and must be considered when determining the Best Available Flood Hazard Data Area:

- 1) **Effective Flood Insurance Study.** Special Flood Hazard Areas (SFHAs) identified by the Federal Emergency Management Agency in a scientific and engineering report entitled "Flood Insurance Study, Bergen County, New Jersey (All Jurisdictions)" dated August 28, 2019 and the accompanying Flood Insurance Rate Maps (FIRM) identified in Table 210-11(1) whose top level document (appendix map) effective date is August 28, 2019 are hereby adopted by reference.

Table 210-11(1)

| Map Panel # | Effective Date | Suffix | Map Panel # | Effective Date | Suffix |
|-------------|----------------|--------|-------------|----------------|--------|
| 34003C0079  | 8/28/2019      | J      | 34003C0091  | 8/28/2019      | H      |
| 34003C0087  | 8/28/2019      | J      | 34003C0092  | 8/28/2019      | H      |
|             |                |        |             |                |        |

- 2) **Federal Best Available Information.** The **Borough of Montvale** shall utilize Federal flood information as listed in the table below that provides more detailed hazard information, higher flood elevations, larger flood hazard areas, and results in more restrictive regulations. This information may include but is not limited to preliminary flood elevation guidance from FEMA (such as Advisory Flood Hazard Area Maps, Work Maps or Preliminary FIS and FIRM). Additional Federal Best Available studies issued after the date of this ordinance must also be considered. These studies are listed on FEMA's Map Service Center. This information shall be used for floodplain regulation purposes only.

Table 210-11(2)

| Map Panel #                           | Preliminary Date | Map Panel # | Preliminary Date |
|---------------------------------------|------------------|-------------|------------------|
| None as of the date of this ordinance |                  |             |                  |
|                                       |                  |             |                  |
|                                       |                  |             |                  |

- 3) **Other Best Available Data.** The Borough of Montvale shall utilize high water elevations from flood events, groundwater flooding areas, studies by federal or state agencies, or other information deemed appropriate by the Borough of Montvale. Other "best available information" may not be used which results in less restrictive flood elevations, design standards, or smaller flood hazard areas than the sources described in Section 210-11 (1) and (2), above. This information shall be used for floodplain regulation purposes only.
- 4) **State Regulated Flood Hazard Areas.** For State regulated waters, the NJ Department of Environmental Protection (NJDEP) identifies the flood hazard area as the land, and the space above that land, which lies below the "Flood Hazard Area Control Act Design Flood Elevation", as defined in Article IX, and as described in the New Jersey Flood Hazard Area Control Act at N.J.A.C. 7:13. A FHACA flood hazard area exists along every regulated water that has a drainage area of 50 acres or greater. Such area may extend beyond the boundaries of the Special Flood Hazard Areas (SFHAs) as identified by FEMA. The following is a list of New Jersey State studied waters in this community under the FHACA, and their respective map identification numbers.

Table 210-11(3) List of State Studied Waters

| Name of Studied Water                   | File Name | Map Number |
|-----------------------------------------|-----------|------------|
| Pascack Bk                              | I0000016  | 15         |
| Pascack Bk, Stateline Bk, Fieldstone Bk | I0000017  | 16         |
| Bear Bk                                 | I0000024  | 23         |
| Bear Bk                                 | I0000025  | 24         |
| Mill Bk, Echo Glen Bk                   | I0000026  | 25         |
| Mill Bk, Lauri Bk                       | I0000028  | 27         |
| Holdrum Bk                              | I0000029  | 28         |
| Hillsdale Bk                            | I0000031  | 30         |

#### §201-12. Establishing the Local Design Flood Elevation (LDFE).

The Local Design Flood Elevation (LDFE) is established in the flood hazard areas determined in Section 210-11, above, using the best available flood hazard data sources, and the Flood Hazard Area Control Act minimum Statewide elevation requirements for lowest floors in A, Coastal A, and V zones, ASCE 24 requirements for critical facilities as specified by the building code, plus additional freeboard as specified by this ordinance.

At a minimum, the Local Design Flood Elevation shall be as follows:

- 1) For a delineated watercourse, the elevation associated with the Best Available Flood Hazard Data Area determined in Section 210-11, above plus one foot or as described by N.J.A.C. 7:13 of freeboard; or

- 2) For any undelineated watercourse (where mapping or studies described in 210-11 (1) and (2) above are not available) that has a contributory drainage area of 50 acres or more, the applicants must provide one of the following to determine the Local Design Flood Elevation:
  - a. A copy of an unexpired NJDEP Flood Hazard Area Verification plus one foot of freeboard and any additional freeboard as required by ASCE 24; or
  - b. A determination of the Flood Hazard Area Design Flood Elevation using Method 5 or Method 6 (as described in N.J.A.C. 7:13) plus one foot of freeboard and any additional freeboard as required by ASCE 24. Any determination using these methods must be sealed and submitted according to Section 210-35 and 210-36.
- 3) AO Zones – For Zone AO areas on the municipality's FIRM (or on preliminary flood elevation guidance from FEMA), the Local Design Flood Elevation is determined from the FIRM panel as the highest adjacent grade plus the depth number specified plus one foot of freeboard. If no depth number is specified, the Local Design Flood Elevation is three (3) feet above the highest adjacent grade.
- 4) Class IV Critical Facilities - For any proposed development of new and substantially improved Flood Design Class IV Critical Facilities, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 2 feet of freeboard in accordance with ASCE 24.
- 5) Class III Critical Facilities - For proposed development of new and substantially improved Flood Design Class III Critical Facilities in coastal high hazard areas, the Local Design Flood Elevation must be the higher of the 0.2% annual chance (500 year) flood elevation or the Flood Hazard Area Design Flood Elevation with an additional 1 foot of freeboard in accordance with ASCE 24.

### **ARTICLE III - DUTIES AND POWERS OF THE FLOODPLAIN ADMINISTRATOR**

#### **§201-13. Floodplain Administrator Designation.**

The **Borough Engineer** is designated the Floodplain Administrator. The Floodplain Administrator shall have the authority to delegate performance of certain duties to other employees.

#### **§201-14. General.**

The Floodplain Administrator is authorized and directed to administer the provisions of these regulations. The Floodplain Administrator shall have the authority to render interpretations of these regulations consistent with the intent and purpose of these regulations and to establish policies and procedures in order to clarify the application of its provisions. Such interpretations, policies and procedures shall be consistent with the intent and purpose of these regulations and the flood provisions of the building code and shall not have the effect of waiving specific requirements without the granting of a variance pursuant to Article VII of these regulations.

#### **§201-15. Coordination.**

The Floodplain Administrator shall coordinate with the Construction Official to administer and enforce the flood provisions of the Uniform Construction Code.

#### **§201-16. Duties.**

The duties of the Floodplain Administrator shall include but are not limited to:

- (1) Review all permit applications to determine whether proposed development is located in flood hazard areas established in Article II of these regulations.
- (2) Require development in flood hazard areas to be reasonably safe from flooding and to be designed and constructed with methods, practices and materials that minimize flood damage.

- (3) Interpret flood hazard area boundaries and provide available flood elevation and flood hazard information.
- (4) Determine whether additional flood hazard data shall be obtained or developed.
- (5) Review required certifications and documentation specified by these regulations and the building code to determine that such certifications and documentations are complete.
- (6) Establish, in coordination with the Construction Official, written procedures for administering and documenting determinations of substantial improvement and substantial damage made pursuant to Section 210-26 of these regulations.
- (7) Coordinate with the Construction Official and others to identify and investigate damaged buildings located in flood hazard areas and inform owners of the requirement to obtain permits for repairs.
- (8) Review requests submitted to the Construction Official seeking approval to modify the strict application of the flood load and flood resistant construction requirements of the Uniform Construction code to determine whether such requests require consideration as a variance pursuant to Article VII of these regulations.
- (9) Require applicants who submit hydrologic and hydraulic engineering analyses to support permit applications to submit to FEMA the data and information necessary to maintain the Flood Insurance Rate Maps when the analyses propose to change base flood elevations, flood hazard area boundaries, or floodway designations; such submissions shall be made within 6 months of such data becoming available.
- (10) Require applicants who propose alteration of a watercourse to notify adjacent jurisdictions and the NJDEP Bureau of Flood Engineering, and to submit copies of such notifications to the Federal Emergency Management Agency (FEMA).
- (11) Inspect development in accordance with Article VI of these regulations and inspect flood hazard areas to determine if development is undertaken without issuance of permits.
- (12) Prepare comments and recommendations for consideration when applicants seek variances in accordance with Article VII of these regulations.
- (13) Cite violations in accordance with Article VIII of these regulations.
- (14) Notify the Federal Emergency Management Agency when the corporate boundaries of the Borough of Montvale have been modified.
- (15) Permit Ordinary Maintenance and Minor Work in the regulated areas discussed in Section 210-11.

**§201-17. Use of changed technical data.**

The Floodplain Administrator and the applicant shall not use changed flood hazard area boundaries or base flood elevations for proposed buildings or developments unless the Floodplain Administrator or applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) revision and has received the approval of the Federal Emergency Management Agency. A revision of the effective FIRM does not remove the related feature(s) on a flood hazard area delineation that has been promulgated by the NJDEP. A separate application must be made to the State pursuant to N.J.A.C. 7:13 for revision of a flood hazard design flood elevation, flood hazard area limit, floodway limit, and/or other related feature.

**§201-18. Other permits.**

It shall be the responsibility of the Floodplain Administrator to assure that approval of a proposed development shall not be given until proof that necessary permits have been granted by Federal or State agencies having jurisdiction over such development, including section 404 of the Clean Water Act. In the event of conflicting permit requirements, the Floodplain Administrator must ensure that the most restrictive floodplain management standards are reflected in permit approvals.

**§201-19. Determination of Local Design Flood Elevations.**

If design flood elevations are not specified, the Floodplain Administrator is authorized to require the applicant to:

- (1) Obtain, review, and reasonably utilize data available from a Federal, State, or other source, or
- (2) Determine the design flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques. Such analyses shall be performed and sealed by a licensed professional engineer. Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator. The

accuracy of data submitted for such determination shall be the responsibility of the applicant.

It shall be the responsibility of the Floodplain Administrator to verify that the applicant's proposed Best Available Flood Hazard Data Area and the Local Design Flood Elevation in any development permit accurately applies the best available flood hazard data and methodologies for determining flood hazard areas and design elevations described in 210-11 and 210-12 respectively. This information shall be provided to the Construction Official and documented according to Section 210-27.

**§201-20. Requirement to submit new technical data.**

Base Flood Elevations may increase or decrease resulting from natural changes (e.g. erosion, accretion, channel migration, subsidence, uplift) or man-made physical changes (e.g. dredging, filling, excavation) affecting flooding conditions. As soon as practicable, but not later than six months after the date of a man-made change or when information about a natural change becomes available, the Floodplain Administrator shall notify the Federal Insurance Administrator of the changes by submitting technical or scientific data in accordance with Title 44 Code of Federal Regulations Section 65.3. Such a submission is necessary so that upon confirmation of those physical changes affecting flooding conditions, risk premium rates and floodplain management requirements will be based upon current data.

**§201-21. Activities in riverine flood hazard areas.**

In riverine flood hazard areas where design flood elevations are specified but floodways have not been designated, the Floodplain Administrator shall not permit any new construction, substantial improvement or other development, including the placement of fill, unless the applicant submits an engineering analysis

prepared by a licensed professional engineer that demonstrates that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachment, will not increase the design flood elevation more than 0.2 feet at any point within the community.

**§201-22. Floodway encroachment.**

Prior to issuing a permit for any floodway encroachment, including fill, new construction, substantial improvements and other development or land-disturbing-activity, the Floodplain Administrator shall require submission of a certification prepared by a licensed professional engineer, along with supporting technical data, that demonstrates that such development will not cause any increase in the base flood level.

**§210-22.1. Floodway revisions.**

A floodway encroachment that increases the level of the base flood is authorized if the applicant has applied for a Conditional Letter of Map Revision (CLOMR) to the Flood Insurance Rate Map (FIRM) and has received the approval of FEMA.

**§201-23. Watercourse alteration.**

Prior to issuing a permit for any alteration or relocation of any watercourse, the Floodplain Administrator shall require the applicant to provide notification of the proposal to the appropriate authorities of all adjacent government jurisdictions, as well as the NJDEP Bureau of Flood Engineering and the Division of Land Resource Protection. A copy of the notification shall be maintained in the permit records and submitted to FEMA.

**§210-23.1. Engineering analysis.**

The Floodplain Administrator shall require submission of an engineering analysis prepared by a licensed professional engineer, demonstrating that the flood-carrying capacity of the altered or relocated portion of the watercourse will be maintained, neither increased nor decreased. Such watercourses shall be maintained in a manner that preserves the channel's flood-carrying capacity.

**§201-24. Alterations in coastal areas.**

The excavation or alteration of sand dunes is governed by the New Jersey Coastal Zone Management (CZM) rules, N.J.A.C. 7:7. Prior to issuing a flood damage prevention permit for any alteration of sand dunes in coastal high hazard areas and Coastal A Zones, the Floodplain Administrator shall require that a New Jersey CZM permit be obtained and included in the flood damage prevention permit application. The applicant shall also provide documentation of any engineering analysis, prepared by a licensed professional engineer, that demonstrates that the proposed alteration will not increase the potential for flood damage.

**§201-25. Development in riparian zones**

All development in Riparian Zones as described in N.J.A.C. 7:13 is prohibited by this ordinance unless the applicant has received an individual or general permit or has complied with the requirements of a permit by rule or permit by certification from NJDEP Division of Land Resource Protection prior to application for a floodplain development permit and the project is compliant with all other Floodplain Development provisions of this ordinance. The width of the riparian zone can range between 50 and 300 feet and is determined by the attributes of the waterbody and designated in the New Jersey Surface Water Quality Standards N.J.A.C. 7:9B. The portion of the riparian zone located outside of a regulated water is measured landward from the top of bank. Applicants can request a verification of the riparian zone limits or a permit applicability determination to determine State permit requirements under N.J.A.C. 7:13 from the NJDEP Division of Land Resource Protection.

**§201-26. Substantial improvement and substantial damage determinations.**

When buildings and structures are damaged due to any cause including but not limited to man-made, structural, electrical, mechanical, or natural hazard events, or are determined to be unsafe as described in N.J.A.C. 5:23; and for applications for building permits to improve buildings and structures, including alterations, movement, repair, additions, rehabilitations, renovations, ordinary maintenance and minor work, substantial improvements, repairs of substantial damage, and any other improvement of or work on such buildings and structures, the Floodplain Administrator, in coordination with the Construction Official, shall:

- (1) Estimate the market value, or require the applicant to obtain a professional appraisal prepared by a qualified independent appraiser, of the market value of the building or structure before the start of construction of the proposed work; in the case of repair, the market value of the building or structure shall be the market value before the damage occurred and before any repairs are made.
- (2) Determine and include the costs of all ordinary maintenance and minor work, as discussed in Section 210-5, performed in the floodplain regulated by this ordinance in addition to the costs of those improvements regulated by the Construction Official in substantial damage and substantial improvement calculations.
- (3) Compare the cost to perform the improvement, the cost to repair the damaged building to its pre-damaged condition, or the combined costs of improvements and repairs, where applicable, to the market value of the building or structure.
- (4) Determine and document whether the proposed work constitutes substantial improvement or repair of substantial damage.
- (5) Notify the applicant in writing when it is determined that the work constitutes substantial improvement or repair of substantial damage and that compliance with the flood resistant construction requirements of the building code is required and notify the applicant when it is determined that work does not constitute substantial improvement or repair of substantial damage. The Floodplain Administrator shall also provide all letters documenting substantial damage and compliance with flood resistant construction requirements of the building code to the NJDEP Bureau of Flood Engineering.



**§201-27. Department records.**

In addition to the requirements of the building code and these regulations, and regardless of any limitation on the period required for retention of public records, the Floodplain Administrator shall maintain and permanently keep and make available for public inspection all records that are necessary for the administration of these regulations and the flood provisions of the Uniform Construction Code, including Flood Insurance Studies, Flood Insurance Rate Maps; documents from FEMA that amend or revise FIRMs; NJDEP delineations, records of issuance of permits and denial of permits; records of ordinary maintenance and minor work, determinations of whether proposed work constitutes substantial improvement or repair of substantial damage; required certifications and documentation specified by the Uniform Construction Code and these regulations including as-built Elevation Certificates; notifications to adjacent communities, FEMA, and the State related to alterations of watercourses; assurance that the flood carrying capacity of altered waterways will be maintained; documentation related to variances, including justification for issuance or denial; and records of enforcement actions taken pursuant to these regulations and the flood resistant provisions of the Uniform Construction Code. The Floodplain Administrator shall also record the required elevation, determination method, and base flood elevation source used to determine the Local Design Flood Elevation in the floodplain development permit.

**§201-28. Liability.**

The Floodplain Administrator and any employee charged with the enforcement of these regulations, while acting for the jurisdiction in good faith and without malice in the discharge of the duties required by these regulations or other pertinent law or ordinance, shall not thereby be rendered liable personally and is hereby relieved from personal liability for any damage accruing to persons or property as a result of any act or by reason of an act or omission in the discharge of official duties. Any suit instituted against an officer or employee because of an act performed by that officer or employee in the lawful discharge of duties and under the provisions of these regulations shall be defended by legal representative of the jurisdiction until the final termination of the proceedings. The Floodplain Administrator and any subordinate shall not be liable for cost in any action, suit or proceeding that is instituted in pursuance of the provisions of these regulations.

**ARTICLE IV - PERMITS****§201-29. Permits Required.**

Any person, owner or authorized agent who intends to conduct any development in a flood hazard area shall first make application to the Floodplain Administrator and shall obtain the required permit. Depending on the nature and extent of proposed development that includes a building or structure, the Floodplain Administrator may determine that a floodplain development permit or approval is required in addition to a building permit.

**§201-30. Application for permit.**

The applicant shall file an application in writing on a form furnished by the Floodplain Administrator. Such application shall:

- (1) Identify and describe the development to be covered by the permit.
- (2) Describe the land on which the proposed development is to be conducted by legal description, street address or similar description that will readily identify and definitively locate the site.
- (3) Indicate the use and occupancy for which the proposed development is intended.
- (4) Be accompanied by a site plan and construction documents as specified in Article V of these regulations, grading and filling plans and other information deemed appropriate by the Floodplain Administrator.
- (5) State the valuation of the proposed work, including the valuation of ordinary maintenance and minor work.
- (6) Be signed by the applicant or the applicant's authorized agent.

**§201-31. Validity of permit.**

The issuance of a permit under these regulations or the Uniform Construction Code shall not be construed to be a permit for, or approval of, any violation of this appendix or any other ordinance of the jurisdiction. The

issuance of a permit based on submitted documents and information shall not prevent the Floodplain Administrator from requiring the correction of errors. The Floodplain Administrator is authorized to prevent occupancy or use of a structure or site which is in violation of these regulations or other ordinances of this jurisdiction.

**§201-32. Expiration.**

A permit shall become invalid when the proposed development is not commenced within 180 days after its issuance, or when the work authorized is suspended or abandoned for a period of 180 days after the work commences. Extensions shall be requested in writing and justifiable cause demonstrated. The Floodplain Administrator is authorized to grant, in writing, one or more extensions of time, for periods not more than 180 days each.

**§201-33. Suspension or revocation.**

The Floodplain Administrator is authorized to suspend or revoke a permit issued under these regulations wherever the permit is issued in error or on the basis of incorrect, inaccurate or incomplete information, or in violation of any ordinance or code of this jurisdiction.

**ARTICLE V - SITE PLANS AND CONSTRUCTION DOCUMENTS****§201-34. Information for development in flood hazard areas.**

The site plan or construction documents for any development subject to the requirements of these regulations shall be drawn to scale and shall include, as applicable to the proposed development:

- (1) Delineation of flood hazard areas, floodway boundaries and flood zone(s), base flood elevation(s), and ground elevations when necessary for review of the proposed development. For buildings that are located in more than one flood hazard area, the elevation and provisions associated with the most restrictive flood hazard area shall apply.
- (2) Where base flood elevations or floodway data are not included on the FIRM or in the Flood Insurance Study, they shall be established in accordance with Section 210-35.
- (3) Where the parcel on which the proposed development will take place will have more than 50 lots or is larger than 5 acres and base flood elevations are not included on the FIRM or in the Flood Insurance Study, such elevations shall be established in accordance with Section 210-35(3) of these regulations.
- (4) Location of the proposed activity and proposed structures, and locations of existing buildings and structures; in coastal high hazard areas and Coastal A zones, new buildings shall be located landward of the reach of mean high tide.
- (5) Location, extent, amount, and proposed final grades of any filling, grading, or excavation.
- (6) Where the placement of fill is proposed, the amount, type, and source of fill material; compaction specifications; a description of the intended purpose of the fill areas; and evidence that the proposed fill areas are the minimum necessary to achieve the intended purpose. The applicant shall provide an engineering certification confirming that the proposal meets the flood storage displacement limitations of N.J.A.C. 7:13.
- (7) Extent of any proposed alteration of sand dunes.
- (8) Existing and proposed alignment of any proposed alteration of a watercourse.
- (9) Floodproofing certifications, V Zone and Breakaway Wall Certifications, Operations and Maintenance Plans, Warning and Evacuation Plans and other documentation required pursuant to FEMA publications.

The Floodplain Administrator is authorized to waive the submission of site plans, construction documents, and other data that are required by these regulations but that are not required to be prepared by a registered design professional when it is found that the nature of the proposed development is such that the review of such submissions is not necessary to ascertain compliance.

**§201-35. Information in flood hazard areas without base flood elevations (approximate Zone A).**

Where flood hazard areas are delineated on the effective or preliminary FIRM and base flood elevation data have not been provided, the applicant shall consult with the Floodplain Administrator to determine whether to:

- (1) Use the Approximation Method (Method 5) described in N.J.A.C. 7:13 in conjunction with Appendix 1 of the FHACA to determine the required flood elevation.
- (2) Obtain, review, and reasonably utilize data available from a Federal, State or other source when those data are deemed acceptable to the Floodplain Administrator to reasonably reflect flooding conditions.
- (3) Determine the base flood elevation in accordance with accepted hydrologic and hydraulic engineering techniques according to Method 6 as described in N.J.A.C. 7:13. Such analyses shall be performed and sealed by a licensed professional engineer.

Studies, analyses, and computations shall be submitted in sufficient detail to allow review and approval by the Floodplain Administrator prior to floodplain development permit issuance. The accuracy of data submitted for such determination shall be the responsibility of the applicant. Where the data are to be used to support a Letter of Map Change (LOMC) from FEMA, the applicant shall be responsible for satisfying the submittal requirements and pay the processing fees.

**§201-36. Analyses and certifications by a Licensed Professional Engineer.**

As applicable to the location and nature of the proposed development activity, and in addition to the requirements of this section, the applicant shall have the following analyses signed and sealed by a licensed professional engineer for submission with the site plan and construction documents:

- (1) For development activities proposed to be located in a regulatory floodway, a floodway encroachment analysis that demonstrates that the encroachment of the proposed development will not cause any increase in base flood elevations; where the applicant proposes to undertake development activities that do increase base flood elevations, the applicant shall submit such analysis to FEMA as specified in Section 210-37 of these regulations and shall submit the Conditional Letter of Map Revision, if issued by FEMA, with the site plan and construction documents.
- (2) For development activities proposed to be located in a riverine flood hazard area where base flood elevations are included in the FIS or FIRM but floodways have not been designated, hydrologic and hydraulic analyses that demonstrate that the cumulative effect of the proposed development, when combined with all other existing and anticipated flood hazard area encroachments will not increase the base flood elevation more than 0.2 feet at any point within the jurisdiction. This requirement does not apply in isolated flood hazard areas not connected to a riverine flood hazard area or in flood hazard areas identified as Zone AO or Zone AH.
- (3) For alteration of a watercourse, an engineering analysis prepared in accordance with standard engineering practices which demonstrates that the flood-carrying capacity of the altered or relocated portion of the watercourse will not be decreased, and certification that the altered watercourse shall be maintained, neither increasing nor decreasing the channel's flood-carrying capacity. The applicant shall submit the analysis to FEMA as specified in Section 210-37 of these regulations. The applicant shall notify the chief executive officer of all affected adjacent jurisdictions, the NJDEP's Bureau of Flood Engineering and the Division of Land Resource Protection; and shall provide documentation of such notifications.
- (4) For activities that propose to alter sand dunes in coastal high hazard areas (Zone V) and Coastal A Zones, an engineering analysis that demonstrates that the proposed alteration will not increase the potential for flood damage and documentation of the issuance of a New Jersey Coastal Zone Management permit under N.J.A.C. 7:7.
- (5) For analyses performed using Methods 5 and 6 (as described in N.J.A.C. 7:13) in flood hazard zones without base flood elevations (approximate A zones).

**§201-37. Submission of additional data.**

When additional hydrologic, hydraulic or other engineering data, studies, and additional analyses are submitted to support an application, the applicant has the right to seek a Letter of Map Change (LOMC) from FEMA to change the base flood elevations, change floodway boundaries, or change boundaries of flood hazard areas shown on FIRMs, and to submit such data to FEMA for such purposes. The analyses shall be prepared by a licensed professional engineer in a format required by FEMA. Submittal requirements and processing fees shall be the responsibility of the applicant.

**ARTICLE VI - INSPECTIONS****§201-38. General.**

Development for which a permit is required shall be subject to inspection. Approval as a result of an inspection shall not be construed to be an approval of a violation of the provisions of these regulations or the building code. Inspections presuming to give authority to violate or cancel the provisions of these regulations or the building code or other ordinances shall not be valid.

**§201-39. Inspections of development.**

The Floodplain Administrator shall inspect all development in flood hazard areas authorized by issuance of permits under these regulations. The Floodplain Administrator shall inspect flood hazard areas from time to time to determine if development is undertaken without issuance of a permit.

**§201-40. Buildings and structures.**

The Construction Official shall make or cause to be made, inspections for buildings and structures in flood hazard areas authorized by permit in accordance with the Uniform Construction Code, N.J.A.C. 5:23.

- 1) **Lowest floor elevation.** Upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 210-74 shall be submitted to the Construction Official on an Elevation Certificate.
- 2) **Lowest horizontal structural member.** In V zones and Coastal A zones, upon placement of the lowest floor, including the basement, and prior to further vertical construction, certification of the elevation required in Section 210-74 shall be submitted to the Construction Official on an Elevation Certificate.
- 3) **Installation of attendant utilities** (electrical, heating, ventilating, air-conditioning, and other service equipment) and sanitary facilities elevated as discussed in Section 210-74.
- 4) **Final inspection.** Prior to the final inspection, certification of the elevation required in Section 210-74 shall be submitted to the Construction Official on an Elevation Certificate.

**§201-41. Manufactured homes.**

The Floodplain Administrator shall inspect manufactured homes that are installed or replaced in flood hazard areas to determine compliance with the requirements of these regulations and the conditions of the issued permit. Upon placement of a manufactured home, certification of the elevation of the lowest floor shall be submitted on an Elevation Certificate to the Floodplain Administrator prior to the final inspection.

**ARTICLE VII - VARIANCES****§201-42. General.**

The Planning Board shall hear and decide requests for variances. The Planning Board shall base its determination on technical justifications submitted by applicants, the considerations for issuance in Section 210-46, the conditions of issuance set forth in Section 210-47, and the comments and recommendations of the Floodplain Administrator and, as applicable, the Construction Official. The Planning Board has the right

to attach such conditions to variances as it deems necessary to further the purposes and objectives of these regulations.

**§201-43. Historic structures.**

A variance to the substantial improvement requirements of this ordinance is authorized provided that the repair or rehabilitation of a historic structure is completed according to N.J.A.C. 5:23-6.33, Section 1612 of the International Building Code and R322 of the International Residential Code, the repair or rehabilitation will not preclude the structure's continued designation as a historic structure, the structure meets the definition of the historic structure as described by this ordinance, and the variance is the minimum necessary to preserve the historic character and design of the structure.

**§201-44. Functionally dependent uses.**

A variance is authorized to be issued for the construction or substantial improvement necessary for the conduct of a functionally dependent use provided the variance is the minimum necessary to allow the construction or substantial improvement, and that all due consideration has been given to use of methods and materials that minimize flood damage during the base flood and create no additional threats to public safety.

**§201-45. Restrictions in floodways.**

A variance shall not be issued for any proposed development in a floodway when any increase in flood levels would result during the base flood discharge, as evidenced by the applicable analysis and certification required in Section 210-36(1) of these regulations.

**§201-46. Considerations.**

In reviewing requests for variances, all technical evaluations, all relevant factors, all other portions of these regulations, and the following shall be considered:

- (1) The danger that materials and debris may be swept onto other lands resulting in further injury or damage.
- (2) The danger to life and property due to flooding or erosion damage.
- (3) The susceptibility of the proposed development, including contents, to flood damage and the effect of such damage on current and future owners.
- (4) The importance of the services provided by the proposed development to the community.
- (5) The availability of alternate locations for the proposed development that are not subject to flooding or erosion and the necessity of a waterfront location, where applicable.
- (6) The compatibility of the proposed development with existing and anticipated development.
- (7) The relationship of the proposed development to the comprehensive plan and floodplain management program for that area.
- (8) The safety of access to the property in times of flood for ordinary and emergency vehicles.
- (9) The expected heights, velocity, duration, rate of rise and debris and sediment transport of the floodwater and the effects of wave action, where applicable, expected at the site.
- (10) The costs of providing governmental services during and after flood conditions including maintenance and repair of public utilities and facilities such as sewer, gas, electrical and water systems, streets, and bridges.

**§201-47. Conditions for issuance.**

Variances shall only be issued upon:

- (1) Submission by the applicant of a showing of good and sufficient cause that the unique characteristics of the size, configuration or topography of the site limit compliance with any

provision of these regulations or renders the elevation standards of the building code inappropriate.

- (2) A determination that failure to grant the variance would result in exceptional hardship due to the physical characteristics of the land that render the lot undevelopable.
- (3) A determination that the granting of a variance will not result in increased flood heights, additional threats to public safety, extraordinary public expense, nor create nuisances, cause fraud on or victimization of the public or conflict with existing local laws or ordinances.
- (4) A determination that the variance is the minimum necessary, considering the flood hazard, to afford relief.
- (5) Notification to the applicant in writing over the signature of the Floodplain Administrator that the issuance of a variance to construct a structure below the base flood level will result in increased premium rates for flood insurance up to amounts as high as \$25 for \$100 of insurance coverage, and that such construction below the base flood level increases risks to life and property.

#### **ARTICLE VIII - VIOLATIONS**

##### **§201-48. Violations.**

Any development in any flood hazard area that is being performed without an issued permit or that is in conflict with an issued permit shall be deemed a violation. A building or structure without the documentation of elevation of the lowest floor, the lowest horizontal structural member if in a V or Coastal A Zone, other required design certifications, or other evidence of compliance required by the building code is presumed to be a violation until such time as that documentation is provided.

##### **§201-49. Authority.**

The Floodplain Administrator is authorized to serve notices of violation or stop work orders to owners of property involved, to the owner's agent, or to the person or persons doing the work for development that is not within the scope of the Uniform Construction Code, but is regulated by these regulations and that is determined to be a violation.

##### **§201-50. Unlawful continuance.**

Any person who shall continue any work after having been served with a notice of violation or a stop work order, except such work as that person is directed to perform to remove or remedy a violation or unsafe condition, shall be subject to penalties as prescribed by N.J.S.A. 40:49-5 as appropriate.

##### **§201-51. Review Period to Correct Violations.**

A 30-day period shall be given to the property owner as an opportunity to cure or abate the condition. The property owner shall also be afforded an opportunity for a hearing before the court for an independent determination concerning the violation. Subsequent to the expiration of the 30-day period, a fine greater than \$1,250.00 may be imposed if a court has not determined otherwise or, upon reinspection of the property, it is determined that the abatement has not been substantially completed.

#### **ARTICLE IX - DEFINITIONS**

##### **§201-52. General.**

The following words and terms shall, for the purposes of these regulations, have the meanings shown herein. Other terms are defined in the Uniform Construction Code N.J.A.C. 5:23 and terms are defined where used in the International Residential Code and International Building Code (rather than in the definitions section). Where terms are not defined, such terms shall have ordinarily accepted meanings such as the context implies.

**§201-53.*****Definitions***

**30 DAY PERIOD** – The period of time prescribed by N.J.S.A. 40:49-5 in which a property owner is afforded the opportunity to correct zoning and solid waste disposal after a notice of violation pertaining to this ordinance has been issued.

**100 YEAR FLOOD ELEVATION** – Elevation of flooding having a 1% annual chance of being equaled or exceeded in a given year which is also referred to as the Base Flood Elevation.

**500 YEAR FLOOD ELEVATION** – Elevation of flooding having a 0.2% annual chance of being equaled or exceeded in a given year.

**A ZONES** – Areas of 'Special Flood Hazard in which the elevation of the surface water resulting from a flood that has a 1% annual chance of equaling or exceeding the Base Flood Elevation (BFE) in any given year shown on the Flood Insurance Rate Map (FIRM) zones A, AE, AH, A1–A30, AR, AR/A, AR/AE, AR/A1– A30, AR/AH, and AR/AO. When used in reference to the development of a structure in this ordinance, A Zones are not inclusive of Coastal A Zones because of the higher building code requirements for Coastal A Zones.

**AH ZONES**– Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually areas of ponding) where average depths are between one and three feet. Base Flood Elevations (BFEs) derived from detailed hydraulic analyses are shown in this zone.

**AO ZONES** – Areas subject to inundation by 1-percent-annual-chance shallow flooding (usually sheet flow on sloping terrain) where average depths are between one and three feet.

**ACCESSORY STRUCTURE** – Accessory structures are also referred to as appurtenant structures. An accessory structure is a structure which is on the same parcel of property as a principal structure and the use of which is incidental to the use of the principal structure. For example, a residential structure may have a detached garage or storage shed for garden tools as accessory structures. Other examples of accessory structures include gazebos, picnic pavilions, boathouses, small pole barns, storage sheds, and similar buildings.

**AGRICULTURAL STRUCTURE** - A structure used solely for agricultural purposes in which the use is exclusively in connection with the production, harvesting, storage, drying, or raising of agricultural commodities, including the raising of livestock. Communities must require that new construction or substantial improvements of agricultural structures be elevated or floodproofed to or above the Base Flood Elevation (BFE) as any other nonresidential building. Under some circumstances it may be appropriate to wet-floodproof certain types of agricultural structures when located in wide, expansive floodplains through issuance of a variance. This should only be done for structures used for temporary storage of equipment or crops or temporary shelter for livestock and only in circumstances where it can be demonstrated that agricultural structures can be designed in such a manner that results in minimal damage to the structure and its contents and will create no additional threats to public safety. New construction or substantial improvement of livestock confinement buildings, poultry houses, dairy operations, similar livestock operations and any structure that represents more than a minimal investment must meet the elevation or dry-floodproofing requirements of 44 CFR 60.3(c)(3).

**AREA OF SHALLOW FLOODING** – A designated Zone AO, AH, AR/AO or AR/AH (or VO) on a community's Flood Insurance Rate Map (FIRM) with a one percent or greater annual chance of flooding to an average depth of one to three feet where a clearly defined channel does not exist, where the path of flooding is unpredictable, and where velocity flow may be evident. Such flooding is characterized by ponding or sheet flow. **AREA OF SPECIAL FLOOD HAZARD** – see SPECIAL FLOOD HAZARD AREA

**ALTERATION OF A WATERCOURSE** – A dam, impoundment, channel relocation, change in channel alignment, channelization, or change in cross-sectional area of the channel or the channel capacity, or any other form of modification which may alter, impede, retard or change the direction and/or velocity of the riverine flow of water during conditions of the base flood.

**ASCE 7** – The standard for the Minimum Design Loads for Buildings and Other Structures, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. which includes but is not limited to methodology and equations necessary for determining structural and flood-related design requirements and determining the design requirements for structures that may experience a combination of loads including those from natural hazards. Flood related equations include those for determining erosion, scour, lateral, vertical, hydrostatic, hydrodynamic, buoyancy, breaking wave, and debris impact.

**ASCE 24** – The standard for Flood Resistant Design and Construction, referenced by the building code and developed and published by the American Society of Civil Engineers, Reston, VA. References to ASCE 24 shall mean ASCE 24-14 or the most recent version of ASCE 24 adopted in the UCC Code [N.J.A.C. 5:23].

**BASE FLOOD ELEVATION (BFE)** – The water surface elevation resulting from a flood that has a 1-percent or greater chance of being equaled or exceeded in any given year, as shown on a published Flood Insurance Study (FIS), or preliminary flood elevation guidance from FEMA. May also be referred to as the "100-year flood elevation".

**BASEMENT** – Any area of the building having its floor subgrade (below ground level) on all sides.

**BEST AVAILABLE FLOOD HAZARD DATA** - The most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

**BEST AVAILABLE FLOOD HAZARD DATA AREA**- The areal mapped extent associated with the most recent available preliminary flood risk guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

**BEST AVAILABLE FLOOD HAZARD DATA ELEVATION** - The most recent available preliminary flood elevation guidance FEMA has provided. The Best Available Flood Hazard Data may be depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM.

**BREAKAWAY WALLS** – Any type of wall subject to flooding that is not required to provide structural support to a building or other structure and that is designed and constructed such that, below the Local Design Flood Elevation, it will collapse under specific lateral loads such that (1) it allows the free passage of floodwaters, and (2) it does not damage the structure or supporting foundation system. Certification in the V Zone Certificate of the design, plans, and specifications by a licensed design professional that these walls are in accordance with accepted standards of practice is required as part of the permit application for new and substantially improved V Zone and Coastal A Zone structures. A completed certification must be submitted at permit application.

**BUILDING** – Per the FHACA, "Building" means a structure enclosed with exterior walls or fire walls, erected and framed of component structural parts, designed for the housing, shelter, enclosure, and support of individuals, animals, or property of any kind. A building may have a temporary or permanent foundation. A building that is intended for regular human occupation and/or residence is considered a habitable building.

**CONDITIONAL LETTER OF MAP REVISION** - A Conditional Letter of Map Revision (CLOMR) is FEMA's comment on a proposed project that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map.

**CONDITIONAL LETTER OF MAP REVISION - FILL** -- A Conditional Letter of Map Revision - Fill (CLOMR-F) is FEMA's comment on a proposed project involving the placement of fill outside of the regulatory floodway that would, upon construction, affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The letter does not revise an effective NFIP map, it indicates whether the project, if built as proposed, would be recognized by FEMA. FEMA charges a fee for processing a CLOMR to



recover the costs associated with the review that is described in the Letter of Map Change (LOMC) process. Building permits cannot be issued based on a CLOMR, because a CLOMR does not change the NFIP map. CRITICAL BUILDING – Per the FHACA, “Critical Building” means that:

- a. It is essential to maintaining continuity of vital government operations and/or supporting emergency response, sheltering, and medical care functions before, during, and after a flood, such as a hospital, medical clinic, police station, fire station, emergency response center, or public shelter; or
- b. It serves large numbers of people who may be unable to leave the facility through their own efforts, thereby hindering or preventing safe evacuation of the building during a flood event, such as a school, college, dormitory, jail or detention facility, day care center, assisted living facility, or nursing home.

DEVELOPMENT – Any manmade change to improved or unimproved real estate, including but not limited to, buildings or other structures, tanks, temporary structures, temporary or permanent storage of materials, mining, dredging, filling, grading, paving, excavations, drilling operations and other land-disturbing activities.

DRY FLOODPROOFING – A combination of measures that results in a non-residential structure, including the attendant utilities and equipment as described in the latest version of ASCE 24, being watertight with all elements substantially impermeable and with structural components having the capacity to resist flood loads.

ELEVATED BUILDING – A building that has no basement and that has its lowest elevated floor raised above ground level by foundation walls, shear walls, posts, piers, pilings, or columns. Solid perimeter foundations walls are not an acceptable means of elevating buildings in V and VE Zones.

ELEVATION CERTIFICATE – An administrative tool of the National Flood Insurance Program (NFIP) that can be used to provide elevation information, to determine the proper insurance premium rate, and to support an application for a Letter of Map Amendment (LOMA) or Letter of Map Revision based on fill (LOMR-F).

ENCROACHMENT – The placement of fill, excavation, buildings, permanent structures or other development into a flood hazard area which may impede or alter the flow capacity of riverine flood hazard areas.

FEMA PUBLICATIONS – Any publication authored or referenced by FEMA related to building science, building safety, or floodplain management related to the National Flood Insurance Program. Publications shall include but are not limited to technical bulletins, desk references, and American Society of Civil Engineers Standards documents including ASCE 24.

## **FLOOD OR FLOODING**

- a. A general and temporary condition of partial or complete inundation of normally dry land areas from:
  1. The overflow of inland or tidal waters.
  2. The unusual and rapid accumulation or runoff of surface waters from any source.
  3. Mudslides (i.e. mudflows) which are proximately caused by flooding as defined in (a) (2) of this definition and are akin to a river or liquid and flowing mud on the surfaces of normally dry land areas, as when earth is carried by a current of water and deposited along the path of the current.
- b. The collapse or subsidence of land along the shore of a lake or other body of water as a result of erosion or undermining caused by waves or currents of water exceeding anticipated cyclical levels or suddenly caused by an unusually high water level in a natural body of water, accompanied by a severe storm, or by an unanticipated force of nature, such as flash flood or an abnormal tidal surge, or by some similarly unusual and unforeseeable event which results in flooding as defined in paragraph (a)(1) of this definition.

FLOOD HAZARD AREA DESIGN FLOOD ELEVATION – Per the FHACA, the peak water surface elevation that will occur in a water during the flood hazard area design flood. This elevation is determined via available flood mapping adopted by the State, flood mapping published by FEMA (including effective flood mapping dated on or after January 31, 1980, or any more recent advisory, preliminary, or pending flood mapping; whichever results in higher flood elevations, wider floodway limits, greater flow rates, or indicates a change from an A zone to a V zone or coastal A zone), approximation, or calculation pursuant to the Flood Hazard

## **BOROUGH OF MONTVALE**

**JUNE 12, 2025**

Area Control Act Rules at N.J.A.C. 7:13-3.1 – 3.6 and is typically higher than FEMA's base flood elevation. A water that has a drainage area measuring less than 50 acres does not possess, and is not assigned, a flood hazard area design flood elevation.

**FLOOD INSURANCE RATE MAP (FIRM)** – The official map on which the Federal Emergency Management Agency has delineated both the areas of special flood hazards and the risk premium zones applicable to the community.

**FLOOD INSURANCE STUDY (FIS)** – The official report in which the Federal Emergency Management Agency has provided flood profiles, as well as the Flood Insurance Rate Map(s) and the water surface elevation of the base flood.

**FLOODPLAIN OR FLOOD PRONE AREA** – Any land area susceptible to being inundated by water from any source. See "Flood or flooding."

**FLOODPLAIN MANAGEMENT REGULATIONS** – Zoning ordinances, subdivision regulations, building codes, health regulations, special purpose ordinances (such as a floodplain ordinance, grading ordinance, and erosion control ordinance) and other applications of police power. The term describes such State or local regulations, in any combination thereof, which provide standards for the purpose of flood damage prevention and reduction.

**FLOODPROOFING** – Any combination of structural and nonstructural additions, changes, or adjustments to structures which reduce or eliminate flood damage to real estate or improved real property, water and sanitary facilities, structures, and their contents.

**FLOODPROOFING CERTIFICATE** – Certification by a licensed design professional that the design and methods of construction for floodproofing a non-residential structure are in accordance with accepted standards of practice to a proposed height above the structure's lowest adjacent grade that meets or exceeds the Local Design Flood Elevation. A completed floodproofing certificate is required at permit application.

**FLOODWAY** – The channel of a river or other watercourse and the adjacent land areas that must be reserved in order to discharge the base flood without cumulatively increasing the water surface elevation more than 0.2 foot.

**FREEBOARD** – A factor of safety usually expressed in feet above a flood level for purposes of floodplain management. "Freeboard" tends to compensate for the many unknown factors that could contribute to flood

heights greater than the height calculated for a selected size flood and floodway conditions, such as wave action, bridge openings, and the hydrological effect of urbanization of the watershed.

**FUNCTIONALLY DEPENDENT USE** – A use that cannot perform its intended purpose unless it is located or carried out in close proximity to water, including only docking facilities, port facilities necessary for the loading or unloading of cargo or passengers, and shipbuilding and ship repair facilities. The term does not include long-term storage or related manufacturing facilities.

**HABITABLE BUILDING**– Pursuant to the FHACA Rules (N.J.A.C. 7:13), means a building that is intended for regular human occupation and/or residence. Examples of a habitable building include a single-family home, duplex, multi-residence building, or critical building; a commercial building such as a retail store, restaurant, office building, or gymnasium; an accessory structure that is regularly occupied, such as a garage, barn, or workshop; mobile and manufactured homes, and trailers intended for human residence, which are set on a foundation and/or connected to utilities, such as in a mobile home park (not including campers and recreational vehicles); and any other building that is regularly occupied, such as a house of worship, community center, or meeting hall, or animal shelter that includes regular human access and occupation. Examples of a non-habitable building include a bus stop shelter, utility building, storage shed, self-storage unit, construction trailer, or an individual shelter for animals such as a doghouse or outdoor kennel.

## **BOROUGH OF MONTVALE**

**JUNE 12, 2025**

**HARDSHIP** – As related to Article VII of this ordinance, meaning the exceptional hardship that would result from a failure to grant the requested variance. The Planning Board requires that the variance be exceptional, unusual, and peculiar to the property involved. Mere economic or financial hardship alone is not exceptional. Inconvenience, aesthetic considerations, physical handicaps, personal preferences, or the disapproval of one's neighbors likewise cannot, as a rule, qualify as an exceptional hardship. All of these problems can be resolved through other means without granting a variance, even if the alternative is more expensive, or requires the property owner to build elsewhere or put the parcel to a different use than originally intended.

**HIGHEST ADJACENT GRADE** – The highest natural elevation of the ground surface prior to construction next to the proposed or existing walls of a structure.

**HISTORIC STRUCTURE** – Any structure that is:

- a. Listed individually in the National Register of Historic Places (a listing maintained by the Department of Interior) or preliminarily determined by the Secretary of the Interior as meeting the requirements for individual listing on the National Register;
- b. Certified or preliminarily determined by the Secretary of the Interior as contributing to the historical significance of a registered historic district or a district preliminarily determined by the Secretary to qualify as a registered historic district;
- c. Individually listed on a State inventory of historic places in States with historic preservation programs which have been approved by the Secretary of the Interior; or
- d. Individually listed on a local inventory of historic places in communities with historic preservation programs that have been certified either:
  1. By an approved State program as determined by the Secretary of the Interior; or
  2. Directly by the Secretary of the Interior in States without approved programs.

**LAWFULLY EXISTING** – Per the FHACA, means an existing fill, structure and/or use, which meets all Federal, State, and local laws, and which is not in violation of the FHACA because it was established:

- a. Prior to January 31, 1980; or
- b. On or after January 31, 1980, in accordance with the requirements of the FHACA as it existed at the time the fill, structure and/or use was established.

Note: Substantially damaged properties and substantially improved properties that have not been elevated are not considered "lawfully existing" for the purposes of the NFIP. This definition is included in this ordinance to clarify the applicability of any more stringent statewide floodplain management standards required under the FHACA.

**LETTER OF MAP AMENDMENT** - A Letter of Map Amendment (LOMA) is an official amendment, by letter, to an effective National Flood Insurance Program (NFIP) map that is requested through the Letter of Map Change (LOMC) process. A LOMA establishes a property's location in relation to the Special Flood Hazard Area (SFHA). LOMAs are usually issued because a property has been inadvertently mapped as being in the floodplain but is actually on natural high ground above the base flood elevation. Because a LOMA officially amends the effective NFIP map, it is a public record that the community must maintain. Any LOMA should be noted on the community's master flood map and filed by panel number in an accessible location.

**LETTER OF MAP CHANGE** – The Letter of Map Change (LOMC) process is a service provided by FEMA for a fee that allows the public to request a change in flood zone designation in an Area of Special Flood Hazard on an Flood Insurance Rate Map (FIRM). Conditional Letters of Map Revision, Conditional Letters of Map Revision – Fill, Letters of Map Revision, Letters of Map Revision-Fill, and Letters of Map Amendment are requested through the Letter of Map Change (LOMC) process.

**LETTER OF MAP REVISION** - A Letter of Map Revision (LOMR) is FEMA's modification to an effective Flood Insurance Rate Map (FIRM). Letter of Map Revisions are generally based on the implementation of physical measures that affect the hydrologic or hydraulic characteristics of a flooding source and thus result in the modification of the existing regulatory floodway, the effective Base Flood Elevations (BFEs), or the Special Flood Hazard Area (SFHA). The LOMR officially revises the Flood Insurance Rate Map (FIRM) and sometimes the Flood Insurance Study (FIS) report, and when appropriate, includes a description of the modifications. The LOMR is generally accompanied by an annotated copy of the affected portions of the FIRM or FIS report. Because a LOMR officially revises the effective NFIP map, it is a public record that the community must

maintain. Any LOMR should be noted on the community's master flood map and filed by panel number in an accessible location.

**LETTER OF MAP REVISION – FILL --** A Letter of Map Revision Based on Fill (LOMR-F) is FEMA's modification of the Special Flood Hazard Area (SFHA) shown on the Flood Insurance Rate Map (FIRM) based on the placement of fill outside the existing regulatory floodway may be initiated through the Letter of Map Change (LOMC) Process. Because a LOMR-F officially revises the effective Flood Insurance Rate Map (FIRM) map, it is a public record that the community must maintain. Any LOMR-F should be noted on the community's master flood map and filed by panel number in an accessible location.

**LICENSED DESIGN PROFESSIONAL –** Licensed design professional shall refer to either a New Jersey Licensed Professional Engineer, licensed by the New Jersey State Board of Professional Engineers and Land Surveyors or a New Jersey Licensed Architect, licensed by the New Jersey State Board of Architects.

**LICENSED PROFESSIONAL ENGINEER -** A licensed professional engineer shall refer to individuals licensed by the New Jersey State Board of Professional Engineers and Land Surveyors.

**LOCAL DESIGN FLOOD ELEVATION (LDFE) –** The elevation reflective of the most recent available preliminary flood elevation guidance FEMA has provided as depicted on but not limited to Advisory Flood Hazard Area Maps, Work Maps, or Preliminary FIS and FIRM which is also inclusive of freeboard specified by the New Jersey Flood Hazard Area Control Act and Uniform Construction Codes and any additional freeboard specified in a community's ordinance. In no circumstances shall a project's LDFE be lower than a permit-specified Flood Hazard Area Design Flood Elevation or a valid NJDEP Flood Hazard Area Verification Letter plus the freeboard as required in ASCE 24 and the effective FEMA Base Flood Elevation.

**LOWEST ADJACENT GRADE –** The lowest point of ground, patio, or sidewalk slab immediately next a structure, except in AO Zones where it is the natural grade elevation.

**LOWEST FLOOR –** In A Zones, the lowest floor is the top surface of the lowest floor of the lowest enclosed area (including basement). In V Zones and coastal A Zones, the bottom of the lowest horizontal structural member of a building is the lowest floor. An unfinished or flood resistant enclosure, usable solely for the parking of vehicles, building access or storage in an area other than a basement is not considered a building's lowest floor provided that such enclosure is not built so as to render the structure in violation of other applicable non-elevation design requirements of these regulations.

**MANUFACTURED HOME –** A structure that is transportable in one or more sections, eight (8) feet or more in width and greater than four hundred (400) square feet, built on a permanent chassis, designed for use with or without a permanent foundation when attached to the required utilities, and constructed to the Federal Manufactured Home Construction and Safety Standards and rules and regulations promulgated by the U.S.

Department of Housing and Urban Development. The term also includes mobile homes, park trailers, travel trailers and similar transportable structures that are placed on a site for 180 consecutive days or longer.

**MANUFACTURED HOME PARK OR SUBDIVISION –** A parcel (or contiguous parcels) of land divided into two or more manufactured home lots for rent or sale.

**MARKET VALUE –** The price at which a property will change hands between a willing buyer and a willing seller, neither party being under compulsion to buy or sell and both having reasonable knowledge of relevant facts. As used in these regulations, the term refers to the market value of buildings and structures, excluding the land and other improvements on the parcel. Market value shall be determined by one of the following methods (1) Actual Cash Value (replacement cost depreciated for age and quality of construction), (2) tax assessment value adjusted to approximate market value by a factor provided by the tax assessor's office, or (3) established by a qualified independent appraiser.

**NEW CONSTRUCTION –** Structures for which the start of construction commenced on or after the effective date of the first floodplain regulation adopted by a community; includes any subsequent improvements to such structures. New construction includes work determined to be a substantial improvement.

## BOROUGH OF MONTVALE

JUNE 12, 2025

**NON-RESIDENTIAL** – Pursuant to ASCE 24, any building or structure or portion thereof that is not classified as residential.

**ORDINARY MAINTENANCE AND MINOR WORK** – This term refers to types of work excluded from construction permitting under N.J.A.C. 5:23 in the March 5, 2018 New Jersey Register. Some of these types of work must be considered in determinations of substantial improvement and substantial damage in regulated floodplains under 44 CFR 59.1. These types of work include but are not limited to replacements of roofing, siding, interior finishes, kitchen cabinets, plumbing fixtures and piping, HVAC and air conditioning equipment, exhaust fans, built in appliances, electrical wiring, etc. Improvements necessary to correct existing violations of State or local health, sanitation, or code enforcement officials which are the minimum necessary to assure safe living conditions and improvements of historic structures as discussed in 44 CFR 59.1 shall not be included in the determination of ordinary maintenance and minor work.

**RECREATIONAL VEHICLE** – A vehicle that is built on a single chassis, 400 square feet or less when measured at the largest horizontal projection, designed to be self-propelled or permanently towable by a light-duty truck, and designed primarily not for use as a permanent dwelling but as temporary living quarters for recreational, camping, travel or seasonal use. A recreational vehicle is ready for highway use if it is on its wheels or jacking system, is attached to the site only by quick disconnect type utilities and security devices and has no permanently attached additions.

**RESIDENTIAL** – Pursuant to the ASCE 24:

- a. Buildings and structures and portions thereof where people live or that are used for sleeping purposes on a transient or non-transient basis;
- b. Structures including but not limited to one- and two-family dwellings, townhouses, condominiums, multi-family dwellings, apartments, congregate residences, boarding houses, lodging houses, rooming houses, hotels, motels, apartment buildings, convents, monasteries, dormitories, fraternity houses, sorority houses, vacation time-share properties; and
- c. institutional facilities where people are cared for or live on a 24-hour basis in a supervised environment, including but not limited to board and care facilities, assisted living facilities, halfway houses, group homes, congregate care facilities, social rehabilitation facilities, alcohol and drug centers, convalescent facilities, hospitals, nursing homes, mental hospitals, detoxification facilities, prisons, jails, reformatories, detention centers, correctional centers, and prerelease centers.

**SOLID WASTE DISPOSAL** – "Solid Waste Disposal" shall mean the storage, treatment, utilization, processing or final disposition of solid waste as described in N.J.A.C. 7:26-1.6 or the storage of unsecured materials as described in N.J.A.C. 7:13-2.3 for a period of greater than 6 months as specified in N.J.A.C. 7:26 which have been discharged, deposited, injected, dumped, spilled, leaked, or placed into any land or water such that such solid waste may enter the environment or be emitted into the air or discharged into any waters, including groundwaters.

**SPECIAL FLOOD HAZARD AREA** – The greater of the following: (1) Land in the floodplain within a community subject to a one percent or greater chance of flooding in any given year, shown on the FIRM as Zone V, VE, V1-3-, A, AO, A1-30, AE, A99, or AH; (2) Land and the space above that land, which lies below the peak water surface elevation of the flood hazard area design flood for a particular water, as determined using the methods set forth in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13; (3) Riparian Buffers as determined in the New Jersey Flood Hazard Area Control Act in N.J.A.C. 7:13. Also referred to as the AREA OF SPECIAL FLOOD HAZARD.

**START OF CONSTRUCTION** – The **Start of Construction** is as follows:

- a. **For other than new construction or substantial improvements, under the Coastal Barrier Resources Act (CBRA)**, this is the date the building permit was issued, provided that the actual start of construction, repair, rehabilitation, addition, placement or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a building on site, such as the pouring of a slab or footing, the installation of piles, the construction of columns or any work beyond the stage of excavation; or the placement of a manufactured (mobile) home on a foundation. For a substantial improvement, actual start of construction means the first alteration of any wall, ceiling, floor, or

other structural part of a building, whether or not that alteration affects the external dimensions of the building.

- b. For the purposes of determining whether proposed construction must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change, the Start of Construction includes substantial improvement, and means the date the building permit was issued, provided the actual start of construction, repair, reconstruction, rehabilitation, addition placement, or other improvement was within 180 days of the permit date. The actual start means either the first placement of permanent construction of a structure on a site, such as the pouring of slab or footings, the installation of piles, the construction of columns, or any work beyond the stage of excavation; or the placement of a manufactured home on a foundation.

Permanent construction does not include land preparation, such as clearing, grading, and filling, nor does it include the installation of streets and/or walkways; nor does it include excavation for a basement, footings, piers, or foundations or the erection of temporary forms; nor does it include the installation on the property of accessory buildings, such as garages or sheds not occupied as dwelling units or not part of the main structure. Such development must also be permitted and must meet new requirements when National Flood Insurance Program (NFIP) maps are issued or revised and Base Flood Elevation's (BFEs) increase or zones change.

For a substantial improvement, the actual start of construction means the first alteration of any wall, ceiling, floor, or other structural part of a building, whether or not that alteration affects the external dimensions of the building.

For determining if new construction and substantial improvements within the Coastal Barrier Resources System (CBRS) can obtain flood insurance, a different definition applies.

**STRUCTURE** – A walled and roofed building, a manufactured home, or a gas or liquid storage tank that is principally above ground.

**SUBSTANTIAL DAMAGE** – Damage of any origin sustained by a structure whereby the cost of restoring the structure to its before damaged condition would equal or exceed 50 percent of the market value of the structure before the damage occurred.

**SUBSTANTIAL IMPROVEMENT** – Any reconstruction, rehabilitation, addition, or other improvement of a structure taking place, the cost of which equals or exceeds 50 percent of the market value of the structure before the "start of construction" of the improvement. This term includes structures which have incurred "substantial damage", regardless of the actual repair work performed. The term does not, however, include either:

- a. Any project for improvement of a structure to correct existing violations of State or local health, sanitary or safety code specifications which have been identified by the local code enforcement officer and which are the minimum necessary to assure safe living conditions; or
- b. Any alteration of a "historic structure", provided that the alteration will not preclude the structure's continued designation as a "historic structure."

**UTILITY AND MISCELLANEOUS GROUP U BUILDINGS AND STRUCTURES** – Buildings and structures of an accessory character and miscellaneous structures not classified in any special occupancy, as described in ASCE 24.

**VARIANCE** – A grant of relief from the requirements of this section which permits construction in a manner otherwise prohibited by this section where specific enforcement would result in unnecessary hardship.

**VIOLATION** – A development that is not fully compliant with these regulations or the flood provisions of the building code. A structure or other development without the elevation certificate, other certifications, or other

evidence of compliance required in this ordinance is presumed to be in violation until such time as that documentation is provided.

**WATER SURFACE ELEVATION** – the height, in relation to the North American Vertical Datum (NAVD) of 1988, (or other datum, where specified) of floods of various magnitudes and frequencies in the flood plains of coastal or riverine areas.

**WATERCOURSE**. A river, creek, stream, channel, or other topographic feature in, on, through, or over which water flows at least periodically.

**WET FLOODPROOFING** – Floodproofing method that relies on the use of flood damage resistant materials and construction techniques in areas of a structure that are below the Local Design Flood Elevation by intentionally allowing them to flood. The application of wet floodproofing as a flood protection technique under the National Flood Insurance Program (NFIP) is limited to enclosures below elevated residential and non-residential structures and to accessory and agricultural structures that have been issued variances by the community.

#### **ARTICLE X - SUBDIVISIONS AND OTHER DEVELOPMENTS**

##### **§201-54. General.**

Any subdivision proposal, including proposals for manufactured home parks and subdivisions, or other proposed new development in a flood hazard area shall be reviewed to assure that:

- (1) All such proposals are consistent with the need to minimize flood damage.
- (2) All public utilities and facilities, such as sewer, gas, electric and water systems are located and constructed to minimize or eliminate flood damage.
- (3) Adequate drainage is provided to reduce exposure to flood hazards; in Zones AH and AO, adequate drainage paths shall be provided to guide floodwater around and away from structures.

##### **§201-55. Subdivision requirements.**

Where any portion of proposed subdivisions, including manufactured home parks and subdivisions, lies within a flood hazard area, the following shall be required:

- (1) The flood hazard area, including floodways, coastal high hazard areas, and Coastal A Zones, and base flood elevations, as appropriate, shall be delineated on tentative subdivision plats.
- (2) Residential building lots shall be provided with adequate buildable area outside the floodway.
- (3) The design criteria for utilities and facilities set forth in these regulations and appropriate codes shall be met.

#### **ARTICLE XI - SITE IMPROVEMENT**

##### **§201-56. Encroachment in floodways.**

Development, land disturbing activity, and encroachments in floodways shall not be authorized unless it has been demonstrated through hydrologic and hydraulic analyses required in accordance with Section 210-36(1) of these regulations, that the proposed encroachment will not result in any increase in the base flood level during occurrence of the base flood discharge. If Section 210-36(1) is satisfied, proposed elevation, addition, or reconstruction of a lawfully existing structure within a floodway shall also be in accordance with Section 210-74 of this ordinance and the floodway requirements of N.J.A.C. 7:13.

##### **§201-56.1. Prohibited in floodways.**

The following are prohibited activities:

- (1) The storage of unsecured materials is prohibited within a floodway pursuant to N.J.A.C. 7:13.
- (2) Fill and new structures are prohibited in floodways per N.J.A.C. 7:13.

**§201-57. Sewer facilities.**

All new and replaced sanitary sewer facilities, private sewage treatment plants (including all pumping stations and collector systems) and on-site waste disposal systems shall be designed in accordance with the New Jersey septic system regulations contained in N.J.A.C. 14A and N.J.A.C. 7:9A, the UCC Plumbing Subcode (N.J.A.C. 5:23) and Chapter 7, ASCE 24, to minimize or eliminate infiltration of floodwater into the facilities and discharge from the facilities into flood waters, or impairment of the facilities and systems.

**§201-58. Water facilities.**

All new and replacement water facilities shall be designed in accordance with the New Jersey Safe Drinking Water Act (N.J.A.C. 7:10) and the provisions of Chapter 7 ASCE 24, to minimize or eliminate infiltration of floodwater into the systems.

**§201-59. Storm drainage.**

Storm drainage shall be designed to convey the flow of surface waters to minimize or eliminate damage to persons or property.

**§201-60. Streets and sidewalks.**

Streets and sidewalks shall be designed to minimize potential for increasing or aggravating flood levels.

**§201-61. Limitations on placement of fill.**

Subject to the limitations of these regulations, fill shall be designed to be stable under conditions of flooding including rapid rise and rapid drawdown of floodwater, prolonged inundation, and protection against flood-related erosion and scour. In addition to these requirements, when intended to support buildings and structures (Zone A only), fill shall comply with the requirements of the UCC (N.J.A.C. 5:23). Proposed fill and encroachments in flood hazard areas shall comply with the flood storage displacement limitations of N.J.A.C. 7:13.

**§210-62. Hazardous Materials.**

The placement or storage of any containers holding hazardous substances in a flood hazard area is prohibited unless the provisions of N.J.A.C. 7:13 which cover the placement of hazardous substances and solid waste is met.

**ARTICLE XII - MANUFACTURED HOMES****§201-63. General.**

All manufactured homes installed in flood hazard areas shall be installed pursuant to the Nationally Preemptive Manufactured Home Construction and Safety Standards Program (24 CFR 3280).

**§201-64. Elevation.**

All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be elevated such that the bottom of the frame is elevated to or above the elevation specified in Section 210-74.

**§201-65. Foundations.**

All new, relocated, and replacement manufactured homes, including substantial improvement of existing manufactured homes, shall be placed on foundations as specified by the manufacturer only if the manufacturer's installation instructions specify that the home has been designed for flood-resistant considerations and provides the conditions of applicability for velocities, depths, or wave action as required by 24 CFR Part 3285-302. The Floodplain Administrator is authorized to determine whether the design meets or exceeds the performance necessary based upon the proposed site location conditions as a precondition of issuing a flood damage prevention permit. If the Floodplain Administrator determines that the home's performance standards will not withstand the flood loads in the proposed location, the applicant must propose a design certified by a New Jersey licensed design professional and in accordance with 24 CFR 3285.301 (c) and (d) which conforms with ASCE 24, the accepted standard of engineering practice for flood resistant design and construction.



**§201-66. Anchoring.**

All new, relocated, and replacement manufactured homes to be placed or substantially improved in a flood hazard area shall be installed using methods and practices which minimize flood damage and shall be securely anchored to an adequately anchored foundation system to resist flotation, collapse and lateral movement. This requirement is in addition to applicable State and local anchoring requirements for resisting wind forces.

**§201-67. Enclosures.**

Fully enclosed areas below elevated manufactured homes shall comply with the requirements of Section 210-74.

**§201-68. Protection of mechanical equipment and outside appliances.**

Mechanical equipment and outside appliances shall be elevated to or above the elevation of the bottom of the frame required in Section 210-74 of these regulations.

**Exception.** Where such equipment and appliances are designed and installed to prevent water from entering or accumulating within their components and the systems are constructed to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding up to the elevation required by Section 210-74, the systems and equipment shall be permitted to be located below that elevation. Electrical wiring systems shall be permitted below the design flood elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

**ARTICLE XIII - RECREATIONAL VEHICLES****§201-69. Placement prohibited.**

The placement of recreational vehicles shall not be authorized in coastal high hazard areas and in floodways.

**§201-70. Temporary placement.**

Recreational vehicles in flood hazard areas shall be fully licensed and ready for highway use and shall be placed on a site for less than 180 consecutive days.

**§201-71. Permanent placement.**

Recreational vehicles that are not fully licensed and ready for highway use, or that are to be placed on a site for more than 180 consecutive days, shall meet the requirements of Section 210-74 for habitable buildings and Section 210-65.

**ARTICLE XIV - TANKS****§210-72. Tanks.**

Underground and above-ground tanks shall be designed, constructed, installed, and anchored in accordance with ASCE 24 and N.J.A.C. 7:13.

**ARTICLE XV - OTHER DEVELOPMENT AND BUILDING WORK****§201-73. General requirements for other development and building work.**

All development and building work, including man-made changes to improved or unimproved real estate for which specific provisions are not specified in these regulations or the Uniform Construction Code (N.J.A.C. 5:23), shall:

- (1) Be located and constructed to minimize flood damage;
- (2) Meet the limitations of Section 210-36(1) of this ordinance when located in a regulated floodway;
- (3) Be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic and hydrodynamic loads, including the effects of buoyancy, during the conditions of flooding up to the Local Design Flood Elevation determined according to Section 210-12;
- (4) Be constructed of flood damage-resistant materials as described in ASCE 24 Chapter 5;

- (5) Have mechanical, plumbing, and electrical systems above the Local Design Flood Elevation determined according to Section 210-12 or meet the requirements of ASCE 24 Chapter 7 which requires that attendant utilities are located above the Local Design Flood Elevation unless the attendant utilities and equipment are:
  - i. Specifically allowed below the Local Design Flood Elevation; and
  - ii. Designed, constructed, and installed to prevent floodwaters, including any backflow through the system from entering or accumulating within the components.
- (6) Not exceed the flood storage displacement limitations in fluvial flood hazard areas in accordance with N.J.A.C. 7:13; and
- (7) Not exceed the impacts to frequency or depth of offsite flooding as required by N.J.A.C. 7:13 in floodways.

**§201-74. Requirements for Habitable Buildings and Structures.**

**1) Construction and Elevation in A Zones not including Coastal A Zones.**

- a. No portion of a building is located within a V Zone.
- b. No portion of a building is located within a Coastal A Zone, unless a licensed design professional certifies that the building's foundation is designed in accordance with ASCE 24, Chapter 4.
- c. All new construction and substantial improvement of any habitable building (as defined in Article IX) located in flood hazard areas shall have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 210-12, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate.
- d. All new construction and substantial improvements of non-residential structures shall:
  - i. Have the lowest floor, including basement, together with the attendant utilities (including all electrical, heating, ventilating, air-conditioning and other service equipment) and sanitary facilities, elevated to or above the Local Design Flood Elevation as determined in Section 210-12, be in conformance with ASCE Chapter 7, and be confirmed by an Elevation Certificate; or
  - ii. Together with the attendant utility and sanitary facilities, be designed so that below the Local Design Flood Elevation, the structure:
    - 1. Meets the requirements of ASCE 24 Chapters 2 and 7; and
    - 2. Is constructed according to the design plans and specifications provided at permit application and signed by a licensed design professional, is certified by that individual in a Floodproofing Certificate, and is confirmed by an Elevation Certificate.
- e. All new construction and substantial improvements with fully enclosed areas below the lowest floor shall be used solely for parking of vehicles, building access, or storage in an area other than a basement and which are subject to flooding. Enclosures shall:
  - i. For habitable structures, be situated at or above the adjoining exterior grade along at least one entire exterior wall, in order to provide positive drainage of the enclosed area in accordance with N.J.A.C. 7:13; enclosures (including crawlspaces and basements) which are below grade on all sides are prohibited;
  - ii. Be designed to automatically equalize hydrostatic flood forces on exterior walls by allowing for the entry and exit of floodwaters unless the structure is non-residential and the requirements of 210-74(1)(d)ii are met;
  - iii. Be constructed to meet the requirements of ASCE 24 Chapter 2;

- iv. Have openings documented on an Elevation Certificate; and
- v. Have documentation that a deed restriction has been obtained for the lot if the enclosure is greater than six feet in height. This deed restriction shall be recorded in the Office of the County Clerk or the Registrar of Deeds and Mortgages in which the building is located, shall conform to the requirements in N.J.A.C. 7:13, and shall be recorded within 90 days of receiving a Flood Hazard Area Control Act permit or prior to the start of any site disturbance (including pre-construction earth movement, removal of vegetation and structures, or construction of the project), whichever is sooner. Deed restrictions must explain and disclose that:
  - 1. The enclosure is likely to be inundated by floodwaters which may result in damage and/or inconvenience.
  - 2. The depth of flooding that the enclosure would experience to the Flood Hazard Area Design Flood Elevation;
  - 3. The deed restriction prohibits habitation of the enclosure and explains that converting the enclosure into a habitable area may subject the property owner to enforcement;

**§201-75. Garages and accessory storage structures.**

Garages and accessory storage structures shall be designed and constructed in accordance with the Uniform Construction Code.

**§201-76. Fences.**

Fences in floodways that have the potential to block the passage of floodwater, such as stockade fences and wire mesh fences, shall meet the requirements of Section 210-36(1) of these regulations. Pursuant to N.J.A.C. 7:13, any fence located in a floodway shall have sufficiently large openings so as not to catch debris during a flood and thereby obstruct floodwaters, such as barbed-wire, split-rail, or strand fence. A fence with little or no open area, such as a chain link, lattice, or picket fence, does not meet this requirement. Foundations for fences greater than 6 feet in height must conform with the Uniform Construction Code. Fences for pool enclosures having openings not in conformance with this section but in conformance with the Uniform Construction Code to limit climbing require a variance as described in Article VII of this ordinance.

**§201-77. Retaining walls, sidewalks, and driveways.**

Retaining walls, sidewalks and driveways that involve placement of fill in floodways shall meet the requirements of Section 210-36(1) of these regulations and N.J.A.C. 7:13.

**§201-78. Swimming pools.**

Swimming pools shall be designed and constructed in accordance with the Uniform Construction Code. Above-ground swimming pools and below-ground swimming pools that involve placement of fill in floodways shall also meet the requirements of Section 210-36(1) of these regulations. Above-ground swimming pools are prohibited in floodways by N.J.A.C. 7:13.

**§201-79. Roads and watercourse crossings.**

- (1) For any railroad, roadway, or parking area proposed in a flood hazard area, the travel surface shall be constructed at least one foot above the Flood Hazard Area Design Elevation in accordance with N.J.A.C. 7:13.
- (2) Roads and watercourse crossings that encroach into regulated floodways or riverine waterways with base flood elevations where floodways have not been designated, including roads, bridges, culverts, low-water crossings and similar means for vehicles or pedestrians to travel from one side of a watercourse to the other side, shall meet the requirements of Section 210-36(1) of these regulations.

**ARTICLE XVI - TEMPORARY STRUCTURES AND TEMPORARY STORAGE**

**§201-80. Temporary structures.**

Temporary structures shall be erected for a period of less than 180 days. Temporary structures shall be anchored to prevent flotation, collapse or lateral movement resulting from hydrostatic loads, including the effects of buoyancy, during conditions of the base flood. Fully enclosed temporary structures shall have flood openings that are in accordance with ASCE 24 to allow for the automatic entry and exit of flood waters.

**§201-81. Temporary storage.**

Temporary storage includes storage of goods and materials for a period of less than 180 days. Stored materials shall not include hazardous materials.

**§201-82. Floodway encroachment.**

Temporary structures and temporary storage in floodways shall meet the requirements of Section 210-36(1) of these regulations.

**ARTICLE XVII UTILITY AND MISCELLANEOUS GROUP U**

**§210-83. Utility and Miscellaneous Group U.**

In accordance with Section 312 of the International Building Code, Utility and Miscellaneous Group U includes buildings and structures that are accessory in character and miscellaneous structures not classified in any specific occupancy in the Building Code, including, but not limited to, agricultural buildings, aircraft hangars (accessory to a one- or two-family residence), barns, carports, communication equipment structures (gross floor area less than 1,500 sq. ft.), fences more than 6 feet (1829 mm) high, grain silos (accessory to a residential occupancy), livestock shelters, private garages, retaining walls, sheds, stables, tanks and towers.

**§210-84. Flood loads.**

Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be anchored to prevent flotation, collapse or lateral movement resulting from flood loads, including the effects of buoyancy, during conditions up to the Local Design Flood Elevation as determined in Section 210-12.

**§210-85. Elevation.**

Utility and miscellaneous Group U buildings and structures, including substantial improvement of such buildings and structures, shall be elevated such that the lowest floor, including basement, is elevated to or above the Local Design Flood Elevation as determined in Section 210-12 and in accordance with ASCE 24. Utility lines shall be designed and elevated in accordance with N.J.A.C. 7:13.

**§210-86. Enclosures below base flood elevation.**

Fully enclosed areas below the design flood elevation shall be constructed in accordance with Section 210-74 and with ASCE 24 for new construction and substantial improvements. Existing enclosures such as a basement or crawlspace having a floor that is below grade along all adjoining exterior walls shall be abandoned, filled-in, and/or otherwise modified to conform with the requirements of N.J.A.C. 7:13 when the project has been determined to be a substantial improvement by the Floodplain Administrator.

**§210-87. Flood-damage resistant materials.**

Flood-damage-resistant materials shall be used below the Local Design Flood Elevation determined in Section 210-12.

**§210-88. Protection of mechanical, plumbing, and electrical systems.**

Mechanical, plumbing, and electrical systems, equipment and components, heating, ventilation, air conditioning, plumbing fixtures, duct systems, and other service equipment, shall be elevated to or above the Local Design Flood Elevation determined in Section 210-12.

**Exception:** Electrical systems, equipment and components, and heating, ventilating, air conditioning, and plumbing appliances, plumbing fixtures, duct systems, and other service equipment shall be permitted to be located below the Local Design Flood Elevation provided that they are designed and installed to prevent water from entering or accumulating within the components and to resist hydrostatic and hydrodynamic loads and stresses, including the effects of buoyancy, during the occurrence of flooding to the Local Design Flood Elevation in compliance with the flood-resistant construction requirements of ASCE 24. Electrical wiring systems shall be permitted to be located below the Local Design Flood Elevation provided they conform to the provisions of NFPA 70 (National Electric Code).

**SECTION 2. Repeal of Inconsistent Ordinances.**

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**SECTION 3. Savings Clause.**

Nothing in this Ordinance shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed pursuant to this Ordinance, nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**SECTION 4. Severability.**

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

**SECTION 5. Effective Date.**

This Ordinance shall become effective upon adoption and publication as required by law.

*A motion Introduced for second reading **Ordinance No. 2025-1573** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.*

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

*No Public Comment*

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

**PUBLIC HEARING OF ORDINANCE NO. 2025-1574 AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 408 OF THE BOROUGH OF MONTVALE CODE TO REGULATE PET WASTE**

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

**Section 1.** Chapter 408, "Animals," of the Borough Code is hereby amended and supplemented by renaming Article I "Pet Waste" and replacing same to read as follows:

**CHAPTER 408 - Animals**

**Article I  
Pet Waste**

**§408-1 Definitions.**

For the purpose of this Chapter, the following terms, phrases, words, and their derivations, shall have the meanings stated herein unless their use in the text of this Chapter clearly demonstrates a different meaning. When consistent with the context, words used in the present tense include the future, words used in the plural number include the singular number, and words used in the singular number include the plural number. The word "shall" is always mandatory and not merely directory.

"Owner/Keeper" means any person who shall possess, maintain, house or harbor any pet or otherwise have custody of any pet, whether or not the owner of such pet.

"Person" means any individual, corporation, company, partnership, firm, association, or political subdivision of this State subject to municipal jurisdiction.

"Pet" means any domesticated animal kept for companionship.

"Pet solid waste" means feces from any domesticated animal.

"Proper disposal" means placement in a designated waste receptacle, or other suitable container which is regularly emptied by the municipality or some other refuse collector; or disposal into a system designed to convey domestic sewage for proper treatment and disposal.

**§408-2 Regulated activities.**

- A. No person shall walk a pet on any public street or any other public place, or on any private premises, except with said owner's permission, other than the property owned by or under the control of the owner of the pet unless such person shall at all times have on his person a proper scoop bag, container, similar efficient sanitary means to immediately remove any and all pet solid waste deposited by such pet.
- B. All pet owners and keepers are required to immediately and properly pick up, contain and dispose of their pet's solid waste deposited on any property, public or private, not owned or possessed by that person.
- C. Any owner or keeper who requires the use of a disability assistance animal for disabilities such as vision or hearing loss, or other physical disabilities, shall be exempt from the provisions of this section while such animal is being used for that purpose. This exemption is not applicable to pets that are exclusively emotional support animals.

**§408-3 Enforcement.**

The provisions of this article shall be enforced by the Montvale Police Department and the Municipal Health Officer.

**§408-4 Violations and penalties.**

Any person who shall violate the terms and provisions of this article shall be subject to a fine of not less than \$20 nor more than \$500, at the discretion of the Municipal Judge

**Section 2. Repeal of Inconsistent Ordinances.**

All Ordinances or parts of Ordinances in conflict with this Ordinance are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3. Savings Clause.**

Nothing in this Ordinance shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed pursuant to this Ordinance, nor shall any just or legal right or remedy of any character be lost, impaired or affected by this Ordinance.

**Section 4. Severability.**

The various parts, sections and clauses of this Ordinance are hereby declared to be severable. If any part, sentence, paragraph, section or clause is adjudged unconstitutional or invalid by a court of competent jurisdiction, the remainder of the Ordinance shall not be affected thereby.

**Section 5. Effective Date.**

This Ordinance shall become effective upon adoption and publication as required by law.

*A motion Introduced for second reading **Ordinance No. 2025-1574** by Councilmember Cudequest; seconded by Councilmember Roche; Clerk read by title only.*

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

*No Public Comment*

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

**INTRODUCTION OF ORDINANCE NO. 2025-1575** ORDINANCE AUTHORIZING A SPECIAL EMERGENCY APPROPRIATION IN THE AMOUNT OF \$500,000 FOR THE PREPARATION OF AN APPROVED TAX MAP AND REVALUATION IN AND BY THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY  
(public hearing 6-27-25)

*A motion to Introduce Ordinance 2025-1575 for first reading was made by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Roche - a roll call was taken – all ayes*

**INTRODUCTION OF BOND ORDINANCE NO. 2025-1576** BOND ORDINANCE PROVIDING A SUPPLEMENTAL APPROPRIATION OF \$395,000 FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY  
(public hearing 6-27-25)

*A motion to Introduce Ordinance 2025-1576 for first reading was made by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Roche - a roll call was taken – all ayes*  
The BA, Joe, explained that the wording on the Bond Ordinance adopted earlier this year for the NJDOT grants for Paragon Drive and Woodland Road did not provide enough money for the projects

**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 Lane; seconded by Councilmember Cudequest – all ayes*

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:**

May 27, 2025

*A motion to accept minutes by Councilmember Lane; seconded by Councilmember Koelling – all ayes*

**CLOSED/EXECUTIVE MINUTES:**

May 27, 2025

*A motion to accept closed minutes by Councilmember Lane; seconded by Councilmember Roche – all ayes*

**RESOLUTIONS: (CONSENT AGENDA\*)**

\*All items listed on a consent agenda are considered to be routine and non-controversial by the Borough Council and will be approved by a motion, seconded and a roll call vote. There will be no separate discussion on these items unless a Council member(s) so request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**130-2025 A Resolution Awarding a Contract to Nielsen of Morristown Pursuant to State Contract #23-FLEET- 34933 for the Purchase of a 2024 Dodge Durango (WDEE75) Pursuit AWD**

**WHEREAS**, the Borough of Montvale has a need to acquire a 2024 Dodge Durango (WDEE75) Pursuit AWD for use by the Montvale Police Department; and

**WHEREAS**, the Borough did adopt a bond ordinance funding the purchase of this Dodge Durango; and

**WHEREAS**, the Borough has determined that the most convenient and cost-effective way to procure said vehicle is by State Contract pursuant to N.J.S.A. 40A:11-12a, and 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 the Treasury; and

**WHEREAS**, the Borough did solicit a quote from Nielsen of Morristown pursuant to State Contract #23-FLEET-34933 for said vehicle in the total amount of \$50,703.05; and

**WHEREAS**, the Borough is desirous of awarding this contract and purchasing said vehicle from Nielson of Morristown pursuant to the September 25, 2024 Proposal, a copy of which is attached hereto; 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** that the Borough of Montvale hereby accepts the September 25, 2024 Proposal from Nielsen of Morristown, 200 Ridgedale Avenue, Morristown, New Jersey 07960, for the aforementioned vehicle and directs, authorizes and empowers all appropriate officials to execute an agreement and/or purchase order for this contract, subject to all the conditions applicable to State Contract #23-FLEET-34933 and subject to approval by the Borough Attorney.

**131-2025 A Resolution Authorizing a Contract with Motorola Solutions for One (1) All-Band Mobile Radio Pursuant to State Contract #83909 T0109**

**WHEREAS**, the Montvale Police Department has a need to acquire an all-band mobile radio to allow communications on additional frequencies with nearby municipalities; 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 Motorola Solutions, Inc. for this equipment under State Contract #83909 T0109; and

**WHEREAS**, Motorola submitted a proposal to the Borough, a copy of which is attached hereto, in the total amount of \$8,250.14; and

**WHEREAS**, the Borough's Police Chief has recommended that the Borough award this contract pursuant to the Motorola Proposal; 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 Motorola Solutions, Inc. for One (1) All-Band Mobile Radio and related equipment and services for use by the Montvale Police Department.



2. The Mayor, Borough Clerk and/or Borough Administrator are hereby directed, authorized and empowered to execute an agreement with Motorola Solutions, Inc., consistent with this resolution.
3. This resolution shall take effect immediately.

**132-2025 A Resolution Awarding a Contract to All American Ford of Paramus 2026 F-750 Diesel SuperCab Base (X7D) and Related Equipment Pursuant to Bergen County Co-Op Contract BC-BID-24-06**

**WHEREAS**, the Borough of Montvale has a need to acquire one 2026 F-750 Diesel SuperCab Base and related equipment for use by the Pascack Valley Department of Public Works, consistent with the Shared Services Agreement between Montvale and River Vale; and

**WHEREAS**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Borough of Montvale is a member of the Bergen County Co-Op; and

**WHEREAS**, the Borough did solicit a proposal from All American Ford of Paramus pursuant to Bergen County Co-Op Contract BC-BID-24-06; and

**WHEREAS**, All American did submit a proposal dated April 1, 2025, in the total amount of \$86,583.82; and

**WHEREAS**, the Borough is desirous of entering into a contract through the Bergen County Co-Op with All American for this vehicle and equipment as set forth in the April 1, 2025 proposal attached hereto and incorporated herein by reference; and

**WHEREAS**, any and all contracts entered into pursuant to this resolution shall remain subject to review and approval as to form by the Borough Attorney; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Montvale does hereby award the above-referenced contract pursuant to Bergen County Co-Op Contract BC-BID-24-43, as follows:

| <b>Vendor</b>                                                             | <b>Contract Amount</b> |
|---------------------------------------------------------------------------|------------------------|
| All American Ford of Paramus<br>375 Route 17<br>Paramus, New Jersey 07652 | \$86,583.82            |

**133-2025 A Resolution Awarding a Contract to Cliffside Body Corporation for One (1) Stainless Steel Dump Body, Snow Plow and Hydraulic VBox Salt Spreader Pursuant to ESCNJ Contract 23/24-04**

**WHEREAS**, the Borough of Montvale has a need to acquire one (1) Stainless Steel Dump Body, Snow Plow and Hydraulic VBox Salt Spreader and related equipment for use by the Pascack Valley Department of Public Works, consistent with the Shared Services Agreement between Montvale and River Vale; and

**WHEREAS**, the Borough did solicit a proposal from Cliffside Body Corporation pursuant to ESCNJ Contract 23/24-04; and

**WHEREAS**, Cliffside did submit a proposal dated April 2, 2025, in the total amount of \$109,492.00; and

**WHEREAS**, pursuant to Section 11 of the Local Public Contracts Law, N.J.S.A. 40A:11-11, the Borough is a member of a cooperative pricing system for the provision of goods and services with the Educational Services Commission of New Jersey ("ESCNJ"), formerly known as the Middlesex County Educational Services Commission; and

**WHEREAS**, the Borough is desirous of entering into a contract through ESCNJ with Cliffside for this equipment as set forth in the April 2, 2025 proposal attached hereto and incorporated herein by reference; and

**WHEREAS**, any and all contracts entered into pursuant to this resolution shall remain subject to review and approval as to form by the Borough Attorney; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Montvale does hereby award the above-referenced contract pursuant to ESCNJ Contract 23/24-04, as follows:

| <b>Vendor</b>                                                                | <b>Contract Amount</b> |
|------------------------------------------------------------------------------|------------------------|
| Cliffside Body Corporation<br>130 Broad Avenue<br>Fairview, New Jersey 07022 | \$109,492.00           |

**134-2025 Opposing New Jersey Protecting Against Climate Threats/Resilient Environments And Landscape Rules (NJPACT)**

**WHEREAS**, the Borough of Montvale opposes the New Jersey Department of Environmental Protection's (NJDEP) 1,057-page NJPACT rules due to their significant adverse impacts, the Borough of Montvale sets forth the following objections:

**A. NJPACT'S CREATION, IMPACT, AND CONSEQUENCES**

1. NJPACT, stemming from Governor Murphy's Executive Order 100, imposes excessive building regulations, including raising homes and roads 5 feet above base flood elevation, far exceeding federal and local standards, effective around August 2026.
2. NJPACT rules will devastate coastal economies, reducing property values, tourism, and housing affordability, impacting the entire state's economic vitality and exacerbating housing shortages.
3. NJPACT relies on a sea level rise study with only a 17% likelihood 75 years from now
4. Homes along the Jersey Shore, typically replaced every 25-30 years, would be overbuilt under NJPACT, imposing unnecessary costs when risks could be reassessed in 2050 or 2075.
5. NJPACT's costs make compliance unaffordable for current and future homeowners, forcing middle-class retreat and favoring the ultra-wealthy.
6. NJPACT aligns with National Flood Insurance Program (NFIP) minimum standards but offers no premium discounts for exceeding them, creating financial burdens without benefits.
7. Without funding, NJPACT's enforcement strains municipalities, risking economic disaster for tourism-dependent seasonal economies.
8. Unfunded mandates may lead to inconsistent regional protection, disproportionately harming smaller communities.

**B. REALITIES AND PRUDENT COURSE**

9. With an 83% probability that NJPACT's mandates will be unnecessary in 76 years, a more gradual, legislatively supported approach is warranted.
10. Coastal communities contribute \$16 billion annually to New Jersey's economy, and beach replenishment is not a burden but a driver of tourism and jobs.
11. [Insert Community] proactively addresses climate risks through resilient action plans [or similar], meeting stringent FEMA standards and designing infrastructure for 500-year floods.
12. NJPACT's extreme approach, based on unlikely scenarios, defies science and burdens residents and municipalities unnecessarily.

## **BOROUGH OF MONTVALE**

**JUNE 12, 2025**

13. The Borough of Montvale supports reasonable climate policies but requests NJPACT's withdrawal or amendment to a fact-based, gradual approach.

**NOW, THEREFORE, BE IT RESOLVED**, the Mayor and Council of the Borough of Montvale vigorously opposes NJPACT due to its threat to public health, welfare, and economic stability.

### **135-2025 A Resolution Awarding a Contract to 4 Clean Up Inc. for the NJDOT FY2025 – Paragon Drive Resurfacing Project**

**WHEREAS**, the Borough of Montvale has a need to procure construction services for the NJDOT FY2025– Paragon Drive Resurfacing Project in the Borough; and

**WHEREAS**, the Borough of Montvale, in accordance with the laws of the State of New Jersey, publicly advertised for the receipt of bids under specifications for the NJDOT FY2025 – Paragon Drive Resurfacing Project; and

**WHEREAS**, ten (10) bids were received on June 3, 2025; and

**WHEREAS**, after receipt and review of the three (3) lowest bids received, the Borough of Montvale has determined that 4 Clean Up Inc. is the lowest responsible bidder for this contract; and

**WHEREAS**, the Chief Financial Officer of the Borough has certified that funds have been appropriated and are available for this purpose, a copy of said certification attached to the original copy of this Resolution; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale that a contract is hereby awarded as follows:

**Contractor**

4 Clean Up Inc.  
4501 Dell Ave.  
North Bergen, NJ 07047

**Contract Amount**

Base Bid: \$414,457.62

**THIS WAS WITHDRAWN**

### **136-2025 A Resolution Authorizing Extended Hours at the La Trenta Fields for the Montvale Dads Charity Softball Tournament**

**WHEREAS**, Borough Code §292-12 specifies that public parks are generally open from 7:00 a.m. through 11:00 p.m. daily; and

**WHEREAS**, the lights at the Chestnut Ridge Recreation Complex ("LaTrenta") are scheduled to turn off at 10:00 p.m.; and

**WHEREAS**, a request has been made to the Borough to extend the opening and lighting hours of LaTrenta on Saturday, June 14, 2025, until 11:30 p.m. for the Montvale Dads Charity Softball Tournament; and

**WHEREAS**, Section 292-12 of the Borough Code authorizes the Borough Council to extend the opening hours of public parks by resolution; and

**WHEREAS**, the Governing Body would like to authorize the opening and lighting hours of LaTrenta for this charitable event.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale that the Montvale Dads Charity Softball Tournament is approved to play on the LaTrenta fields until 11:30 p.m. on Saturday, June 14, 2025; and

**BE IT FURTHER RESOLVED** that the Recreation Director, DPW Superintendent, Buildings & Grounds Official and all other appropriate officials and employees are hereby authorized and empowered to take all steps reasonably necessary to facilitate the provisions of this resolution.

**137-2025 Resolution Approving Liquor License Renewals - July 1, 2025 Through June 30, 2026**

**WHEREAS**, the following liquor license holder has submitted their renewal application through the POSSE ABC portal and paid the required fee as directed by the Division of Alcoholic Beverage Control; and

**WHEREAS**, the following liquor license holder has paid the municipal fee and a Tax Clearance Certificate has been received; and

**WHEREAS**, the applicant is qualified to be licensed per the standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, and pertinent Borough Ordinances; and  
**NOW THEREFORE BE IT RESOLVED** that the Mayor & Council of the Borough of Montvale hereby authorizes the renewal of the following liquor licenses for the period of July 1, 2025 through June 30, 2026; and

**BE IT FURTHER REOLVED** that the Municipal Clerk is hereby authorized to issue a liquor license as follows:

**0236-33-005-008 - The Waterfall, Inc., t/a Hearth & Tap for the premises at 125 N. Kinderkamack Road, Montvale, NJ**

**0236-33-006-003 - Montvale Recreation, Inc., t/a Montvale Recreation Inc. for premises at 14 West Grand Avenue, Montvale, NJ**

**0236-31-009-001 - Montvale Engine Co. #1, Inc., t/a Montvale Fire Department, for premises at 35 West Grand Avenue, Montvale, NJ**

**0236-44-002-011 - BPO Wine Corporation, t/a Wegmans, 100 Farm View, Montvale, NJ**

**0236-44-001-007 - WINE 2021, Inc. for the premises at 14 S Kinderkamack Road, Units 4 and 5, Montvale, NJ**

**0236-33-007-004 - TPC, Inc., t/a Davey's Locker, for premises at 5 Park Street, Montvale, NJ**

**138-2025 A Resolution Awarding a Contract to GTBM for Four (4) Laptop Computers and Related Equipment Pursuant to Bergen County Co-Op Contract BC-BID-23-17 For Use By The Montvale Police Department**

**WHEREAS**, the Borough has a need to procure four (4) laptop computers and related equipment for use by the Police Department; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 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**, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

**WHEREAS**, the Borough of Montvale is a member of the Bergen County Co-Op; and

**WHEREAS**, the Borough did solicit a quote from Gold Type Business Machines, Inc., 351 Paterson Avenue, East Rutherford, New Jersey 07073, for these laptop computers and related equipment and services under Bergen County Co-Op Contract BC-BID-23-17; and

**WHEREAS**, GTBM submitted a Quote to the Borough dated June 2, 2025, in the total amount of \$18,314.84; and

**WHEREAS**, the Borough's Police Chief has recommended that the Borough award this contract pursuant to the GTBM Proposal; 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:

## **BOROUGH OF MONTVALE**

**JUNE 12, 2025**

1. The Borough of Montvale does approve the attached Quote from Gold Type Business Machines, Inc., 351 Paterson Avenue, East Rutherford, New Jersey 07073, for four (4) laptop computers and related equipment in the total amount of \$18,314.84.
2. The Mayor, Borough Clerk and/or Borough Administrator are hereby directed, authorized and empowered to execute an agreement and/or purchase order with GTBM consistent with this resolution.
3. This resolution shall take effect immediately.

*Introduced by: Councilmember Lane; seconded by Councilmember Roche - a roll call was taken – all ayes*

**BILLS:** *Administrator read the Bill Report*

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

**REPORT OF REVENUE:** *Administrator read the Report of Revenue – May*

### **COMMITTEE REPORTS:**

#### **Council President Lane**

##### **Fire Dept**

*25 fire calls; 2 drills; 1 chiefs call; 3 work details; 1 meeting*

*Thanked the FD for their involvement in the Memorial Day Parade; Retirement of Jim Nicol, Fire Commissioner, he will be missed*

##### **Finance**

*Start thinking of impacts of our 2026 budget season*

#### **Councilmember Roche**

##### **Chamber of Commerce**

*Had their job fair, it was well attended; Street Fair was another success, good turnout*

##### **Recreation**

*Held Fishing with a First Responder; Due to road paving on Grand Ave detours, plan alternate routes for summer camp pickup and drop off; This Saturday, dads charity softball event, proceeds will go to help a local family*

#### **Councilmember Cudequest**

##### **Seniors**

*Senior luncheon at Seasons is June 19*

##### **Board of Health**

*Pools at Lifetime, The District and Four Seasons have been inspected; President Cohen is thankful she is now receiving use permits from the Planning Board to review with the board members and relay comments back to the Planning Board*

##### **Library**

*Security cameras have been installed; will continue to have children and adult summer programs*

*ESL program has 18 tutors and 25 students*

**Councilmember Arendacs**

**DPW**

*Great job with the fields*

**Engineering**

*Monthly report included in original minutes*

**Councilmember Koelling**

**Police**

*Monthly report included in original minutes*

**Planning Board**

*Thanked Dante Teagno for his years of service; 22 Railroad application made changes to their plan; will be adopting the master plan at the next meeting*

**School**

*Many end of the year celebrations are scheduled*

**Mayor Ghassali**

*Thanked Jim Nicol for his years of service; will be nominating Chief Gibbons for the Congressional Hometown Hero; the 5 and 6<sup>th</sup> grade girls softball team won the championship; in August we will be taking over the farm, start thinking of involving the community; thanked the Chamber for an amazing job with the Street Fair, was there almost all day and was amazed by how many new residents reach out to us*

*Borough Clerk thanked all the Election poll workers for a job well done.*

**ENGINEER'S REPORT: Nick Chelius**

*NJDOT project for Paragon Drive, we received 10 bids for that project and the bids came in lower than expected; met with the County on Kinderkamack and Magnolia, took their feedback and are currently in design production to submit to the County by the end of next week; the county requested prior traffic studies in and around Summit and Chestnut Ridge, they county may need to do their own traffic study once the parkway is reopened*

**ATTORNEY'S REPORT: Dave Lafferty**

*Receive decision from superior court in regards to our affordable obligation, initially it was 348 units, today we received 205 units; we will adopt our Housing Element Master plan at the planning board meeting on June 17; there is a 60-day period of objection*

**ADMINSTRATOR'S REPORT: Joe Voytus**

*We had a resignation of our deputy treasurer, she will be going to Fair Lawn; we have an ad in the League of Municipalities and on our website for a Finance clerk/payroll specialist; our deputy clerk passed her RMC exam, now we have to RMC's at the borough, congratulations to Carol Manhart; paving of Grand Ave should start around June 23<sup>rd</sup>; GS parkway southbound has been paved and it appears to have helped with less accidents; borough admin offices will be closed on Friday, June 20 in honor of Juneteenth; EV charges are ready to be powered up, then they will be ready for public use*

**UNFINISHED BUSINESS:**

*None*

**NEW BUSINESS:**

- Mayor Appointment – Change in positions of Planning Board member Sherwin Tsai  
Due to the resignation of Dante Teagno, Mayor Ghassali appointed Sherwin Tsai to fill Dante's unexpired term

**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.

*Motion to open meeting to the 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 Koelling - all ayes*

**MEETING CLOSED TO THE PUBLIC:**

**ADJOURNMENT:**

*Motion to adjourn Public Meeting by Councilmember Koelling; seconded by Councilmember Lane - all ayes*

Meeting was adjourned at 8:15pm

Regular Workshop Meeting of the Mayor & Council to be held at 7:30pm on June 24, 2025

Respectfully submitted, Frances Scordo, Municipal Clerk

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 144-2025**

**RE: A Resolution Endorsing the Housing Element and Fair Share Plan and Spending Plan Prepared by Darlene A. Green, PP, AICP, dated June 6, 2025, and Approved by the Montvale Planning Board on June 17, 2025**

**WHEREAS**, the Borough of Montvale has a demonstrated history of compliance with its Constitutional affordable housing obligations; and

**WHEREAS**, on March 20, 2024, P.L. 2024, c.2 ("the statute"), which was an amendment to the 1985 Fair Housing Act was signed into law; and

**WHEREAS**, the statute required new procedures to be followed by municipalities seeking to obtain an Affordable Housing Compliance Certification; and

**WHEREAS**, the statute abolished the Council On Affordable Housing and replaced it with retired on-recall judges designated as the Program which is intended to process applications by municipalities for Affordable Housing Compliance Certification; and

**WHEREAS**, pursuant to the statute and Directive No. 14-24 issued by the Director of the Administrative Office of the Courts, a municipality desiring to participate in the program and obtain approval of its affordable Housing Element and Fair Share Plan ("HE/FSP" or "the Plan") was required to (1) adopt by January 31, 2025 a binding resolution determining its present and prospective need affordable housing obligations and (2) to file an action in the form of a Declaratory Judgment Complaint in the Superior Court within 48 hours after the municipality's adoption of the aforesaid binding resolution; and

**WHEREAS**, pursuant to the statute, the Department of Community Affairs ("DCA") assigned municipalities affordable housing obligations, and on or about October 18, 2024 the DCA assigned Montvale a present need obligation or rehabilitation obligation of 30 units and a prospective need obligation of 348 units; and

**WHEREAS**, pursuant to the statute, the Mayor and Council adopted a resolution agreeing to the present need obligation of 30 units and determining that the Borough's prospective need obligation should be 176 units rather than the 348 units determined by the DCA; and

**WHEREAS**, pursuant to the statute and Directive No. 14-24, the Borough filed a Declaratory Judgment action in the Superior Court on January 30, 2025 under Docket No. BER-L-000750-25; and

**WHEREAS**, the Borough's position seeking a reduction of its prospective need obligation to 176 units was challenged by the New Jersey Builders Association ("NJBA"), Fair Share Housing Center ("FSHC"), and SHG Montvale I, LLC; and



**WHEREAS**, the Affordable Housing Program conducted mediation which was unsuccessful and the Program recommending that the Borough's Fourth Round obligation was 255 units; and

**WHEREAS**, it was determined that this calculation of the Borough's prospective need obligation was incorrect, and a "Supplemental Program Recommendation Statement of Reasons" report was issued on April 30, 2025 which would revise the Borough's Fourth Round prospective obligation to 237; and

**WHEREAS**, FSHC objected to the revised report, contending that the Borough's prospective obligation should be 276, or the original DCA number of 348; and

**WHEREAS**, the Special Adjudicator agreed in part with the Borough that the prospective need has been improperly calculated; and

**WHEREAS**, the County Level Housing Judge in a decision dated June 12, 2025 has determined the Borough's prospective need obligation to be 205 units; and

**WHEREAS**, a municipality is required pursuant to the statute to adopt a HE/FSP by June 30, 2025, and if a municipality does not adhere to this date, the statute requires that it shall not retain immunity from inclusionary zoning litigation until such time as the Borough is determined to be in compliance with the statute, the Fair Housing Act, and the Mt. Laurel doctrine; and

**WHEREAS**, there has been prepared a document entitled, "2025 Housing Element & Fair Share Plan, Borough of Montvale" dated June 6, 2025 prepared by Darlene A. Green, P.P., A.I.C.P., of Colliers Engineering & Design; and

**WHEREAS**, the Planning Board has conducted on June 17, 2025 a public hearing on the HE/FSP, with notice having been provided in accordance with the provisions of N.J.S.A. 40:55D-13 which pertains to notices relating to the adoption or amendment of a Master Plan; and

**WHEREAS**, the HE/FSP is intended to be an Element of the Borough Master Plan; and

**WHEREAS**, notice of the hearing was provided to other parties, including the Borough's Special Adjudicator and Fair Share Housing Center; and

**WHEREAS**, by Resolution dated June 17, 2025, the Borough of Montvale Planning Board did adopt the June 6, 2025 Housing Element and Fair Share Plan and Spending Plan, in accordance with applicable law; and

**WHEREAS**, a copy of said Planning Board resolution is attached hereto; and

**WHEREAS**, the Mayor and Council are desirous of endorsing the HE/FSP and Spending Plan and authorizing the Borough's professionals to file the HE/FSP with the Court in connection with the Borough's pending Declaratory Judgment action, in order to seek approval of the HE/FSP from the Program and the Court.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale as follows:

1. The Borough of Montvale hereby endorses the following obligations for the Fourth Round:

Present Need: 30 units

Prospective Need (RDP): 3 units

Prospective Need (Unmet Need): 202 units

2. The Housing Element and Fair Share Plan and accompanying Spending Plan prepared by Darlene A. Green, PP, AICP, dated June 6, 2025, and adopted by the Planning Board on June 17, 2025, are hereby endorsed by the Borough Council.
3. Montvale's Special Affordable Housing Counsel is hereby authorized and empowered to file the HE/FSP and Spending Plan with the Superior Court and the Program and to seek approval of same in connection with the Borough's pending Declaratory Judgment action.
4. All appropriate Borough officials, officers, employees and appointed professionals are directed, authorized and empowered to take all steps reasonably necessary to effectuate the provisions and purposes of this resolution.

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

ATTEST:

APPROVED:

---

Frances Scordo  
Municipal Clerk

---

Timothy Lane  
Council President

**BOROUGH OF MONTVALE  
PLANNING BOARD**

---

**RESOLUTION ADOPTING THE FOURTH  
ROUND HOUSING ELEMENT AND FAIR SHARE PLAN  
AS PART OF THE BOROUGH OF MONTVALE  
MASTER PLAN**

**WHEREAS**, the Borough of Montvale has a demonstrated history of compliance with its Constitutional affordable housing obligations; and

**WHEREAS**, on March 20, 2024, P.L. 2024, c.2 ("the statute"), which was an amendment to the 1985 Fair Housing Act was signed into law; and

**WHEREAS**, the statute required new procedures to be followed by municipalities seeking to obtain an Affordable Housing Compliance Certification; and

**WHEREAS**, the statute abolished the Council On Affordable Housing and replaced it with retired on-recall judges designated as the Program which is intended to process applications by municipalities for Affordable Housing Compliance Certification; and

**WHEREAS**, pursuant to the statute and Directive No. 14-24 issued by the Director of the Administrative Office of the Courts, a municipality desiring to participate in the program and obtain approval of its affordable Housing Element and Fair Share Plan ("HE/FSP" or "the Plan") was required to (1) adopt by January 31, 2025 a binding resolution determining its present and prospective

) need affordable housing obligations and (2) to file an action in the form of a Declaratory Judgment Complaint in the Superior Court within 48 hours after the municipality's adoption of the aforesaid binding resolution; and

**WHEREAS**, pursuant to the statute, the Department of Community Affairs ("DCA") assigned municipalities affordable housing obligations, and on or about October 18, 2024 the DCA assigned Montvale a present need obligation or rehabilitation obligation of 30 units and a prospective need obligation of 348 units; and

**WHEREAS**, pursuant to the statute, the Mayor and Council adopted a resolution agreeing to the present need obligation of 30 units and determining that the Borough's prospective need obligation should be 176 units rather than the 348 units determined by the DCA; and

**WHEREAS**, pursuant to the statute and Directive No. 14-24, the Borough filed a Declaratory Judgment action in the Superior Court on January 30, 2025 under Docket No. BER-L-000750-25; and

**WHEREAS**, the Borough's position seeking a reduction of its prospective need obligation to 176 units was challenged by the New Jersey Builders Association ("NJBA"), Fair Share Housing Center ("FSHC"), and SHG Montvale I, LLC; and

**WHEREAS**, the Affordable Housing Program conducted mediation which was unsuccessful and the Program recommending that the Borough's Fourth Round obligation was 255 units; and

)       **WHEREAS**, it was determined that this calculation of the Borough's prospective need obligation was incorrect, and a "Supplemental Program Recommendation Statement of Reasons" report was issued on April 30, 2025 which would revise the Borough's Fourth Round prospective obligation to 237; and

**WHEREAS**, FSHC objected to the revised report, contending that the Borough's prospective obligation should be 276, or the original DCA number of 348; and

**WHEREAS**, the Special Adjudicator agreed in part with the Borough that the prospective need has been improperly calculated; and

)       **WHEREAS**, the County Level Housing Judge in a decision dated June 12, 2025 has determined the Borough's prospective need obligation to be 205 units; and

**WHEREAS**, a municipality is required pursuant to the statute to adopt a HE/FSP by June 30, 2025, and if a municipality does not adhere to this date, the statute requires that it shall not retain immunity from inclusionary zoning litigation until such time as the Borough is determined to be in compliance with the statute, the Fair Housing Act, and the Mt. Laurel doctrine; and

**WHEREAS**, there has been prepared a document entitled, "2025 Housing Element & Fair Share Plan, Borough of Montvale" dated June 6, 2025 prepared by Darlene A. Green, P.P., A.I.C.P., of Colliers Engineering & Design; and

)       **WHEREAS**, the Planning Board has conducted on June 17, 2025 a public hearing on the HE/FSP, with notice having been provided in accordance with

) the provisions of *N.J.S.A. 40:55D-13* which pertains to notices relating to the adoption or amendment of a Master Plan; and

**WHEREAS**, the HE/FSP is intended to be an Element of the Borough Master Plan; and

**WHEREAS**, notice of the hearing has been provided to other parties, including the Borough's Special Adjudicator and Fair Share Housing Center.

**NOW THEREFORE BE IT RESOLVED** by the Planning Board of the Borough of Montvale as follows:

1. The HE/FSP addresses the requirements pertaining to affordable housing obligations consistent with the provisions of the statute and the 1985 Fair Housing Act.

) 2. The HE/FSP addresses the present/rehabilitation obligation of 30 units and the prospective need obligation of 205 units.

3. In connection with the present need (rehabilitation obligation) of 30 units, the Borough has retained an experienced entity to administer the rehabilitation program, which will be marketed through various means publicizing the availability of the rehabilitation program. The Borough will set aside \$20,000.00 per unit for a total of ten (10) units, the details of which are outlined on page 60 of the HE/FSP. In addition, the Borough will work with the Bergen County Home Improvement Program to advertise the availability of the rehabilitation program, and it is estimated that between five (5) and ten (10) units will use the County's Program. The Borough will advertise the Program on the

)

) Borough's website and through other mediums which the Borough believes will produce credits toward the rehabilitation obligation.

4. The HE/FSP contains a comprehensive history of the inclusionary and 100% affordable developments that have been approved pertaining to the Prior Round and Third Round (see page 59 for summary of credits). It is to be noted that a total of 29 units represent surplus Third Round credits which may be applied to the Fourth Round.

) 5. The HE/FSP also details beginning at page 61 Third Round RDP mechanisms and credits, with seven (7) of the eight (8) mechanisms having been constructed. The Plan notes the Glenview site which is anticipated to produce nine (9) credits and the 100% affordable housing development at 26 North Kinderkamack Road which would provide six (6) credits. Additional sites address Third Round unmet need, including the Overlay Zone at the Annie Sez site (Block 707, Lot 7) and the two Overlay Districts (MI-2 and MI-3). The fourth mechanism addressing unmet need for the Third Round includes a Borough-wide set-aside Ordinance (see page 70).

) 6. The Plan provides that the RDP for the Fourth Round is three (3) units and allocates three (3) surplus credits from Glenview and 26 North Kinderkamack to the Fourth Round RDP. The RDP of three (3) results in an unmet need of 202 units. The Plan further notes that as a result of the numerous inclusionary and affordable developments approved and constructed, the Borough has an overall surplus of 44 units for the Fourth Round. As noted, Glenview and North Kinderkamack contribute fifteen (15) of these surplus

) credits, with one (1) credit allocated toward the Fourth Round redevelopment requirement. The three (3) surplus credits toward the Fourth Round RDP and the one (1) surplus credit toward the Fourth Round redevelopment requirement results in eleven (11) of the 44 overall surplus credits available to address Fourth Round unmet need.

7. A Borough-owned site, 7 East Grand Avenue, is referenced in the Plan for a 100% affordable family rental building which will contain 18 units. A total of 18 bonus credits are available as the Borough is donating the land to enable the project.

8. The Plan contains at pages 77-78 a summary of existing and proposed credits and details the numerous properties that have and will produce affordable units within the Borough consistent with the HE/FSP.

9. The Planning Board is of the opinion that the HE/FSP represents a realistic and appropriate methodology for the Borough to address its Constitutional obligation for the Fourth Round. The Board also finds that the Plan permits the Borough to continue its history of providing affordable housing units consistent with the Constitutional obligations established by the statute, the 1985 Fair Housing Act and the Mt. Laurel doctrine.

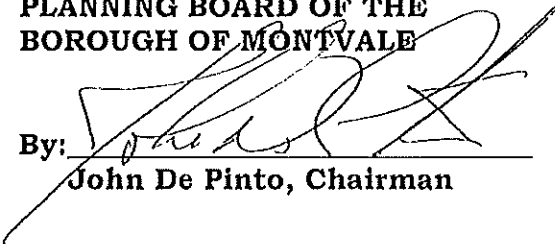
**BE IT FURTHER RESOLVED** that based upon the foregoing facts and conclusions, that the Borough's Master Plan be and is hereby amended to include the Fourth Round HE/FSP in accordance with the requirements of the aforesaid provisions and *N.J.S.A. 40:55D-28b(3)*; and



**BE IT FURTHER RESOLVED** that upon adoption, a copy of the within resolution shall be forwarded to the Mayor and Council, the Borough Attorney, the Borough Planner, the Borough's Special Adjudicator and FSHC, and shall be posted on the municipality's website and filed with the Affordable Housing Program.

**Dated: June 17, 2025**

**PLANNING BOARD OF THE  
BOROUGH OF MONTVALE**

By: 

**John De Pinto, Chairman**

Certified to be a true copy of a Resolution adopted by the Planning Board  
of the Borough of Montvale at its regular meeting on Tuesday, June 17, 2025.

  
**JEANNE FONDACARO, Acting  
Secretary/Land Use Administrator**

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 139-2025**

**RE: A Resolution Awarding a Contract to Key Tech Laboratories for Core Sampling and Testing - NJDOT FY2025 Paragon Drive & Philips Parkway Roadway Improvements**

**WHEREAS**, the Borough of Montvale is required to conduct Bituminous Concrete Core Sampling & Testing for the NJDOT FY2025 Paragon Drive & Philips Parkway Roadway Improvements as required by the NJDOT in order to ensure the pavement has been properly installed prior to the release of final payment; and

**WHEREAS**, the Borough Engineer has recommended that the Borough award this contract to conduct these services to KeyTech Laboratories, consistent with the June 10, 2025 proposal, a copy of which is attached hereto and made a part hereof; 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** that the Borough of Montvale hereby accepts the Key Tech Proposal, 210 Maple Place, Keyport, NJ 07735 and authorizes the appropriate officials to execute an agreement and/or purchase order for this work in the amount not to exceed \$3,480.00

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

ATTEST:

APPROVED:

\_\_\_\_\_  
Frances Scordo  
Municipal Clerk

\_\_\_\_\_  
Timothy Lane  
Council President



210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

RE: SCOPE OF SERVICES INCLUDED IN OUR COST ESTIMATE

Project: **NJDOT 2025 Paragon Drive and Phillips Parkway Roadway Improvements  
Inclusive of Summit Ave. (0+00) – (15+00) / Depiero Dr. (0+00) – Brae Blvd. (23+00)  
HMA Core Sampling and Testing, per NJDOT State Aid - 2019  
Borough of Montvale – County of Bergen, NJ  
Key-Tech Job No.: 25-137**

#### BITUMINOUS CONCRETE CORE SAMPLING

Sampling performed in accordance with NJDOT specifications – ASTM/AASHTO procedures.

- Perform random sampling calculations and sample mark out in field.
- Supply drilling unit and labor to obtain samples of finished pavement.
- Filling and compacting sample holes with patch material.

#### LABORATORY ANALYSIS

Quality Control tests are performed in our AASHTO certified laboratory by a New Jersey Society of Asphalt Certified Technician in accordance with AASHTO procedures as required by the N.J.D.O.T.

- Extraction Analysis (composition of mix) AASHTO T-308. (When Requested)
- Bulk specific gravity and void analysis (density) AASHTO procedure T-166.
- Maximum theoretical specific gravity AASHTO procedure T-209.

#### CALCULATION OF PENALTIES (IF APPLICABLE) AND FINAL REPORT

- Calculation of penalties based upon in-place quantities supplied by client.
- Preparation of the required N.J.D.O.T. final report of test results for submittal to the N.J.D.O.T. for project acceptance and cost reimbursement.

#### COST ESTIMATE PROPOSAL

Based upon the information supplied, the following number of core samples and tests are required: **2 Lots: Surface Course (10 Cores Extracted / 10 Tests Conducted)**

10 each, 6.00" diameter samples to be tested for bulk specific gravity, maximum theoretical gravity, void analysis and thickness measurements.

**Our Lump Sum Cost Estimate for this project is ..... \$3,480.00**

**\*\* See General Notes \*\***

**NOTE: The above cost estimate is inclusive of Traffic Control Support being provided by the Montvale Police Dept., at their current contractual rate. Should local authorities or traffic conditions warrant lane closures and/or additional police traffic directors, the cost for local off-duty police officers would be charged at their cost to us after authorization by Colliers Engineering and Design.**



210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

## GENERAL NOTES:

Per the NJDOT Transportation Trust Fund Authority Act State Aid Handbook – 1/2025, there exists an Allotment Adjustment for the scheduling of pavement cores. It is hereby being requested that a MINIMUM of Two (2) weeks prior notice of a paving schedule be provided. However, a One Week Notice must be given prior to the completion of each Lot.

Should minimum notice not be supplied, and sampling is still to be requested/required within the (7) Day time frame, A SAMPLING SCHEDULE CAN NOT BE GUARANTEED. This may be due to an already filled schedule or the inability for Police to be coordinated – due to lack of lead time. Additionally, A SAMPLING SCHEDULE CAN NOT BE GAURANTEED, should the Contractor cancel/alter paving operations within one-week of the already declared paving date.

As per NJDOT Specification 401.03.07 - C; a test strip is to be constructed for each HMA Mix for contracts more than 5,500 tons of HMA. Should a test strip not be required, a correlation between the nuclear density gauge and HMA cores should be established to adjust the Nuclear Density Gauge reading (Should one be utilized). With this correlation, the gauge readings can be used as adequate QC guidance, but not for a guarantee - due to varied project circumstances. (Ex: inaccurate rice number, varied thickness, certain minerals, rain, segregation). Final air void acceptance is based on the core result.

As per NJDOT Specification 401.03.07 – H; Mainline Lots / Sampling Lots are defined as approximately 15,000 square yards of pavement in the surface area covered by the same job mix formula (JMF). Under no circumstances can different JMF's be utilized for compliance testing within the same testing lot. Each JMF shall constitute its own sampling lot, up to 15,000 square yards. Should it be disclosed after core extractions have taken place, that multiple JMF's have been placed with a sampling lot, an additional cost proposal approval will be required prior to the extraction and testing of the additional lot(s). The cost proposal will be subject to all municipal police traffic control requirements.

For final reporting to be completed – the submission of approved Form SA-11 is to be provided along with the Total Tonnage Placed and Confirmation of the Paving Date(s).

Additionally, the representative NJDOT Local Aid District Office may require Form DS-8 (HMA Summary Report) to be submitted for closeout. This is to be completed by the respective Asphalt Plant QC Technician, unless Key Tech is employed by the Department, per 902.02.04.  
Alternatively, a Certificate of Compliance may be accepted.

Should the Township/Municipality be invoiced for the above requested work, a voucher from the Township / Municipality must be attached at the time of the core request.

## AUTHORIZATION:

If the terms and conditions described above are acceptable to you, please sign one copy of this proposal and return it to our office.

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_



210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

June 10, 2025

Colliers Engineering & Design  
400 Valley Road  
Ste. 304  
Mt. Arlington, NJ 07856

Attn: Mr. Nick Chelius, P.E.

Re: **NJDOT 2025 Paragon Drive and Phillips Parkway Roadway Improvements  
Inclusive of Summit Ave. (0+00) – (15+00) / Depiero Dr. (0+00) – Brae Blvd. (23+00)  
HMA Core Sampling and Testing, per NJDOT State Aid - 2019  
Borough of Montvale – County of Bergen, NJ  
Key-Tech Job No.: 25-137**

**Bituminous Concrete Core Sampling and Testing Proposal**

Dear Mr. Chelius,

In response to your request, we are pleased to enclose our Proposal of Services pertaining to the above referenced project.

Our laboratory has been inspected and accredited by AASHTO Materials Reference Laboratory since 1990 and we have performed testing services on numerous local aid projects throughout the State of New Jersey.

We appreciate the opportunity to submit our proposal. Should you have any questions please do not hesitate to contact this office.

Sincerely,

Douglas K. Reilly  
GENERAL MANAGER  
KEY TECH LABORATORIES

RWS/DR:dr  
enc.

Email Address: [DReilly@keytechlabs.com](mailto:DReilly@keytechlabs.com)

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 140-2025**

**RE: A Resolution Awarding a Contract to Key Tech Laboratories for Core Sampling and Testing - NJDOT FY2024 Woodland Road Roadway Improvements**

**WHEREAS**, the Borough of Montvale is required to conduct Bituminous Concrete Core Sampling & Testing for the NJDOT FY2024 Woodland Road Roadway Improvements as required by the NJDOT in order to ensure the pavement has been properly installed prior to the release of final payment; and

**WHEREAS**, the Borough Engineer has recommended that the Borough award this contract to conduct these services to KeyTech Laboratories, consistent with the June 10, 2025 proposal, a copy of which is attached hereto and made a part hereof; 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** that the Borough of Montvale hereby accepts the Key Tech Proposal, 210 Maple Place, Keyport, NJ 07735 and authorizes the appropriate officials to execute an agreement and/or purchase order for this work in the amount not to exceed \$2,870.00

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

ATTEST:

APPROVED:

\_\_\_\_\_  
Frances Scordo  
Municipal Clerk

\_\_\_\_\_  
Timothy Lane  
Council President



210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

RE: SCOPE OF SERVICES INCLUDED IN OUR COST ESTIMATE

Project: **NJDOT 2024 Woodland Road Roadway Improvements  
Inclusive of W. Grand Ave. (0+00) – NJ/NY Border at (49+73)+/-  
HMA Core Sampling and Testing, per NJDOT State Aid - 2019  
Borough of Montvale – County of Bergen, NJ  
Key-Tech Job No.: 25-138**

#### BITUMINOUS CONCRETE CORE SAMPLING

Sampling performed in accordance with NJDOT specifications – ASTM/AASHTO procedures.

- Perform random sampling calculations and sample mark out in field.
- Supply drilling unit and labor to obtain samples of finished pavement.
- Filling and compacting sample holes with patch material.

#### LABORATORY ANALYSIS

Quality Control tests are performed in our AASHTO certified laboratory by a New Jersey Society of Asphalt Certified Technician in accordance with AASHTO procedures as required by the N.J.D.O.T.

- Extraction Analysis (composition of mix) AASHTO T-308. (When Requested)
- Bulk specific gravity and void analysis (density) AASHTO procedure T-166.
- Maximum theoretical specific gravity AASHTO procedure T-209.

#### CALCULATION OF PENALTIES (IF APPLICABLE) AND FINAL REPORT

- Calculation of penalties based upon in-place quantities supplied by client.
- Preparation of the required N.J.D.O.T. final report of test results for submittal to the N.J.D.O.T. for project acceptance and cost reimbursement.

#### COST ESTIMATE PROPOSAL

Based upon the information supplied, the following number of core samples and tests are required: **1 Lot: Surface Course (5 Cores Extracted / 5 Tests Conducted)**

5 each, 6.00" diameter samples to be tested for bulk specific gravity, maximum theoretical gravity, void analysis and thickness measurements.

**Our Lump Sum Cost Estimate for this project is ..... \$2,870.00**

**\*\* See General Notes \*\***

**NOTE:** The above cost estimate is inclusive of Traffic Control Support being provided by the Montvale Police Dept., at their current contractual rate. Should local authorities or traffic conditions warrant lane closures and/or additional police traffic directors, the cost for local off-duty police officers would be charged at their cost to us after authorization by Colliers Engineering and Design.





210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

## GENERAL NOTES:

Per the NJDOT Transportation Trust Fund Authority Act State Aid Handbook – 1/2025, there exists an Allotment Adjustment for the scheduling of pavement cores. It is hereby being requested that a MINIMUM of Two (2) weeks prior notice of a paving schedule be provided. However, a One Week Notice must be given prior to the completion of each Lot.

Should minimum notice not be supplied, and sampling is still to be requested/required within the (7) Day time frame, A **SAMPLING SCHEDULE CAN NOT BE GUARANTEED**. This may be due to an already filled schedule or the inability for Police to be coordinated – due to lack of lead time. Additionally, A **SAMPLING SCHEDULE CAN NOT BE GAURANTEED**, should the Contractor cancel/alter paving operations within one-week of the already declared paving date.

As per NJDOT Specification 401.03.07 - C; a test strip is to be constructed for each HMA Mix for contracts more than 5,500 tons of HMA. Should a test strip not be required, a correlation between the nuclear density gauge and HMA cores should be established to adjust the Nuclear Density Gauge reading (Should one be utilized). With this correlation, the gauge readings can be used as adequate QC guidance, but not for a guarantee - due to varied project circumstances. (Ex: inaccurate rice number, varied thickness, certain minerals, rain, segregation). Final air void acceptance is based on the core result.

As per NJDOT Specification 401.03.07 – H; Mainline Lots / Sampling Lots are defined as approximately 15,000 square yards of pavement in the surface area covered by the same job mix formula (JMF). Under no circumstances can different JMF's be utilized for compliance testing within the same testing lot. Each JMF shall constitute its own sampling lot, up to 15,000 square yards. Should it be disclosed after core extractions have taken place, that multiple JMF's have been placed with a sampling lot, an additional cost proposal approval will be required prior to the extraction and testing of the additional lot(s). The cost proposal will be subject to all municipal police traffic control requirements.

For final reporting to be completed – the submission of approved Form SA-11 is to be provided along with the Total Tonnage Placed and Confirmation of the Paving Date(s).

Additionally, the representative NJDOT Local Aid District Office may require Form DS-8 (HMA Summary Report) to be submitted for closeout. This is to be completed by the respective Asphalt Plant QC Technician, unless Key Tech is employed by the Department, per 902.02.04. Alternatively, a Certificate of Compliance may be accepted.

Should the Township/Municipality be invoiced for the above requested work, a voucher from the Township / Municipality must be attached at the time of the core request.

## AUTHORIZATION:

If the terms and conditions described above are acceptable to you, please sign one copy of this proposal and return it to our office.

Accepted By: \_\_\_\_\_

Date: \_\_\_\_\_



210 Maple Place

P.O. Box 48

Keyport NJ 07735

Phone (732)888-8308

Fax (732)888-8307

June 10, 2025

Colliers Engineering & Design  
400 Valley Road  
Ste. 304  
Mt. Arlington, NJ 07856

Attn: Mr. Nick Chelius, P.E.

Re: **NJDOT 2024 Woodland Road Roadway Improvements  
Inclusive of W. Grand Ave. (0+00) – NJ/NY Border at (49+73)+/-  
HMA Core Sampling and Testing, per NJDOT State Aid - 2019  
Borough of Montvale – County of Bergen, NJ  
Key-Tech Job No.: 25-138**

**Bituminous Concrete Core Sampling and Testing Proposal**

Dear Mr. Chelius,

In response to your request, we are pleased to enclose our Proposal of Services pertaining to the above referenced project.

Our laboratory has been inspected and accredited by AASHTO Materials Reference Laboratory since 1990 and we have performed testing services on numerous local aid projects throughout the State of New Jersey.

We appreciate the opportunity to submit our proposal. Should you have any questions please do not hesitate to contact this office.

Sincerely,

*Douglas K. Reilly*

Douglas K. Reilly  
GENERAL MANAGER  
KEY TECH LABORATORIES

RWS/DR:dr  
enc.

Email Address: [DReilly@keytechlabs.com](mailto:DReilly@keytechlabs.com)

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 141-2025**

**RE: Amending Resolution No. 123-2025 for a Professional Services Contract to King, Moench & Collins LLP to Serve as Special Counsel for Affordable Housing Litigation**

**WHEREAS**, the Governing Body previously awarded a professional services contract to Michael Collins, Esq. and King, Moench & Collins LLP ("KMC") to serve as Special Counsel for Affordable Housing Litigation to represent the Borough (and other municipalities) in connection with a challenge to the recent legislation concerning Round 4 of the state-wide affordable housing obligations; and

**WHEREAS**, the Borough's initial award had a "not to exceed" figure of \$30,000, and the Borough is desirous of increasing this figure to a "not to exceed" value of \$350,000; and

**WHEREAS**, the payments for KMC's services shall come from the Trust Fund established with funds from all participating municipalities; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:11-5(a)(i)*, a professional services contract is exempt from public bidding requirements; and

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

**NOW, THEREFORE, BE IT RESOLVED** that the professional services contract with Michael Collins, Esq. and King, Moench & Collins LLP to serve as Special Counsel for Affordable Housing Litigation is hereby amended to increase the "not to exceed" figure to \$350,000; and

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized and empowered to execute a contract consistent with the provisions and intent of this Resolution, subject to approval of same by the Borough Attorney; and

**BE IT FURTHER RESOLVED** that the Borough Clerk shall publish notice of this contract award in the official newspaper of the Borough, in accordance with *N.J.S.A. 40A:11-5*.

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

**ATTEST:**

**APPROVED:**

\_\_\_\_\_  
Frances Scordo  
Municipal Clerk

\_\_\_\_\_  
Timothy Lane  
Council President

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 142-2025**

**RE: Resolution Approving Liquor License Renewals - July 1, 2025 Through June 30, 2026**

**WHEREAS**, the following liquor license holder has submitted their renewal application through the POSSE ABC portal and paid the required fee as directed by the Division of Alcoholic Beverage Control; and

**WHEREAS**, the following liquor license holder has paid the municipal fee and a Tax Clearance Certificate has been received; and

**WHEREAS**, the applicant is qualified to be licensed per the standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, and pertinent Borough Ordinances; and

**NOW THEREFORE BE IT RESOLVED** that the Mayor & Council of the Borough of Montvale hereby authorizes the renewal of the following liquor licenses for the period of July 1, 2025 through June 30, 2026; and

**BE IT FURTHER REOLVED** that the Municipal Clerk is hereby authorized to issue a liquor license as follows:

**0236-36-012-003 - South City Prime Montvale, LLC t/a Fire & Oak for premises at 100 Chestnut Ridge Road, Montvale, NJ**

**0236-33-004-009 – IOS/Flemings – Flemings Steakhouse for premises at 210 Market Street, Montvale, NJ**

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

**ATTEST:**

**APPROVED:**

---

Frances Scordo  
Municipal Clerk

---

Timothy Lane  
Council President

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 143-2025**

**RE: Approval To Submit A Grant Application And Execute A Grant Contract With The New Jersey Department Of Transportation For The Memorial Drive Improvements - 00343**

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Montvale formally approves the grant application for the above stated project.

**BE IT FURTHER RESOLVED** that the Mayor and Council and Clerk are hereby authorized to submit an electronic grant application identified as **MA-2026- Memorial Drive Improvements - 00343** to the New Jersey Department of Transportation on behalf of the Borough of Montvale.

**BE IT FURTHER RESOLVED** that the Mayor and Council and Clerk are hereby authorized to sign the grant agreement on behalf of the Borough of Montvale and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

ATTEST:

APPROVED:

---

Frances Scordo  
Municipal Clerk

---

Timothy Lane  
Council President

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 145-2025**

**RE: A Resolution Awarding a Contract to RP Tech Services for Professional Cybersecurity Compliance and Monitoring Services**

**WHEREAS**, Cybersecurity is a growing concern for local governments; and

**WHEREAS**, the Borough of Montvale has coverage for cyber-related damages through the Cyber JIF, which determines co-insurance and deductibles based upon existing cybersecurity infrastructure and controls; and

**WHEREAS**, the Borough is desirous of upgrading its cybersecurity infrastructure and controls in order to protect against cyber-related incidents and ensure coverage for losses in the event of a breach; and

**WHEREAS**, the Borough has solicited three proposals for cybersecurity compliance and monitoring services, copies of which are on file with the Borough's Qualified Purchasing Agent; and

**WHEREAS**, RP tech Services has submitted a proposal dated June 2025, to provide said services for the Borough; and

**WHEREAS**, RP's proposal includes two elements:

1. Initial technical efforts to bring the Borough into compliance with the CyberJIF's "Intermediate" level; and
2. Ongoing monthly software, monitoring and support services to address potential vulnerabilities and threats

**WHEREAS**, the other proposals received either contained gaps in the services offered or left the Borough open to significant unanticipated costs depending on the recommendations from the vendor after initial consultations; and

**WHEREAS**, the Borough has determined that RP's proposal is the most advantageous proposal, price and other factors considered, pursuant to N.J.S.A. 40A:11-6.1; and

**WHEREAS**, the Borough is therefore desirous of awarding a contract to RP consistent with the June 2025 Proposal; and

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

**NOW, THEREFORE, BE IT RESOLVED** by the Governing Body of the Borough of Montvale that a contract is awarded as follows:

**Vendor**

RP Tech Services  
1170 US-22 Suite 206  
Bridgewater, NJ 08807

**Pricing**

\$16,380 (one-time cost)  
\$1,432.88 (per month for 12 mos.)

| Councilmember   | Motion | Second | Yes | No | Absent | Abstain | No Vote |
|-----------------|--------|--------|-----|----|--------|---------|---------|
| Arendacs        |        |        |     |    |        |         |         |
| Cudequest       |        |        |     |    |        |         |         |
| Koelling        |        |        |     |    |        |         |         |
| Lane            |        |        |     |    |        |         |         |
| Roche           |        |        |     |    |        |         |         |
| Russo-Vogelsang |        |        |     |    |        |         |         |

**Adopted: June 24, 2025**

ATTEST:

APPROVED:

\_\_\_\_\_  
Frances Scordo  
Municipal Clerk

\_\_\_\_\_  
Timothy Lane  
Council President

## RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the following bills have been referred to the Borough Council and found correct and are hereby authorized to be paid:

| <b><u>FUND</u></b> | <b><u>AMOUNT</u></b> | <b><u>NOTES</u></b>      |
|--------------------|----------------------|--------------------------|
| Current            | \$122,145.40         | Bill List Wire 6/24/2025 |
|                    | <u>321,551.58</u>    | Wires/Manual Checks      |
| Current TOTAL      | 443,696.98           |                          |
| Capital            | 94,208.75            | Bill List Wire 6/24/2025 |
| Escrow             | 6,864.25             | Bill List Wire 6/24/2025 |
| Unemployment Trust | 5,162.77             | Bill List Wire 6/24/2025 |
| Housing Trust      | 5,350.00             | Bill List Wire 6/24/2025 |
| General Trust      | 118,960.85           | Bill List Wire 6/24/2025 |
| Dog Trust          | 853.30               | Bill List Wire 6/24/2025 |
| Recreation Trust   | 5,220.31             | Bill List Wire 6/24/2025 |

*This resolution was adopted by the Mayor and Council of Montvale  
at a meeting held on 6/24/25*

Introduced by: \_\_\_\_\_

Approved: 6/24/25

Seconded by: \_\_\_\_\_

\_\_\_\_\_  
Michael Ghassali, Mayor

ATTEST:

\_\_\_\_\_  
Frances Scordo, Municipal Clerk

**MANUAL/VOID CHECKS - WIRES**  
**June 24, 2025**

| <u>Check #</u> | <u>PO #</u> | <u>Date</u> | <u>Vendor/Transaction</u> | <u>Amount</u>              |
|----------------|-------------|-------------|---------------------------|----------------------------|
| WIRE           |             | 6/11/25     | Payroll Account           | \$205,838.79               |
| WIRE           |             | 6/11/25     | Salary Deduction Account  | \$115,640.79               |
| WIRE           |             | 6/11/25     | FSA Account               | \$85.00                    |
| 3687           | 23-01131    | 9/14/23     | VOID -BC Clerk            | -\$13.00                   |
| <b>Total</b>   |             |             |                           | <u><u>\$321,551.58</u></u> |



June 19, 2025  
12:46 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 1

P.O. Type: All  
Range: First to Last  
Format: Condensed  
Vendors: All  
Rcvd Batch Id Range: First to Last  
Include Non-Budgeted: Y  
Open: N  
Rcvd: Y  
Bid: Y  
Paid: N  
Held: Y  
State: Y  
Void: N  
Aprv: N  
Other: Y  
Exempt: Y

| Vendor # | Name                           | PO #     | PO Date                        | Description | Status    | Amount | Void Amount | Contract | PO Type |
|----------|--------------------------------|----------|--------------------------------|-------------|-----------|--------|-------------|----------|---------|
| 00019    | MUNICIPAL CAPITAL CORPORATION  |          |                                |             |           |        |             |          |         |
|          | 25-00273                       | 02/19/25 | COPY MACHINE LEASE BOROUGH     | Open        | 369.00    | 0.00   |             |          | B       |
| 00061    | CAMPBELL FOUNDRY CO.           |          |                                |             |           |        |             |          |         |
|          | 25-00818                       | 06/12/25 | REPAVING ROADS                 | Open        | 2,250.75  | 0.00   |             |          |         |
| 00064    | MUNNOS ITALIAN DELI            |          |                                |             |           |        |             |          |         |
|          | 25-00795                       | 06/10/25 | LUNCH FOR ELECTION WORKERS     | Open        | 286.55    | 0.00   |             |          |         |
| 00097    | CABLEVISION                    |          |                                |             |           |        |             |          |         |
|          | 25-00825                       | 06/16/25 | 07873-109890-01-7 OPTIMUM      | Open        | 161.39    | 0.00   |             |          |         |
|          | 25-00826                       | 06/16/25 | 07873-204461-01-0 OPTIMUM      | Open        | 139.28    | 0.00   |             |          |         |
|          |                                |          |                                |             | 300.67    |        |             |          |         |
| 00139    | SCORDO, FRANCES                |          |                                |             |           |        |             |          |         |
|          | 25-00824                       | 06/16/25 | PETTY CASH FOR JUNE            | Open        | 315.17    | 0.00   |             |          |         |
| 00217    | RIVERSIDE COMMUNICATIONS, LLC  |          |                                |             |           |        |             |          |         |
|          | 25-00708                       | 05/27/25 | PROFESSIONAL SERVICES RENDERED | Open        | 550.00    | 0.00   |             |          |         |
| 00250    | FIRE AND SAFETY SERVICES LTD   |          |                                |             |           |        |             |          |         |
|          | 25-00086                       | 01/14/25 | REPAIR M-2                     | Open        | 15,352.94 | 0.00   |             |          |         |
| 00320    | NEW JERSEY ELEVATOR INSPECTION |          |                                |             |           |        |             |          |         |
|          | 25-00791                       | 06/09/25 | 2025 ELEVATOR SERVICES         | Open        | 7,841.00  | 0.00   |             |          | B       |
| 00326    | LANGUAGE LINE SERVICES         |          |                                |             |           |        |             |          |         |
|          | 25-00788                       | 06/09/25 | INTERPRETING SERVICES          | Open        | 44.20     | 0.00   |             |          |         |
| 00329    | NJ STATE DEPT. OF HEALTH       |          |                                |             |           |        |             |          |         |
|          | 25-00762                       | 06/04/25 | STATE DOG LICENSE FEE          | Open        | 11.40     | 0.00   |             |          |         |
| 00332    | ZAGAJA,MACIEJ                  |          |                                |             |           |        |             |          |         |
|          | 25-00707                       | 05/23/25 | REIMB CLOTHING ALLOWANCE       | Open        | 215.00    | 0.00   |             |          |         |
| 00339    | GATES FLAG AND BANNER CO.,INC. |          |                                |             |           |        |             |          |         |
|          | 25-00606                       | 04/30/25 | STAINLESS STEEL BAND           | Open        | 320.00    | 0.00   |             |          |         |
| 00375    | BOROUGH OF PARK RIDGE          |          |                                |             |           |        |             |          |         |
|          | 25-00706                       | 05/22/25 | TRI BORO FUEL APRIL 2025       | Open        | 5,088.25  | 0.00   |             |          |         |
| 00400    | FAIRFIELD MAINTENANCE, INC.    |          |                                |             |           |        |             |          |         |
|          | 24-01812                       | 12/19/24 | UST A/B OPERATOR & INSPECTIONS | Open        | 453.90    | 0.00   |             |          | B       |
| 00406    | RUTGERS, STATE UNIVERSITY NJ   |          |                                |             |           |        |             |          |         |
|          | 25-00672                       | 05/19/25 | Rutgers Planning/Zoning        | Open        | 245.00    | 0.00   |             |          |         |

June 19, 2025  
12:46 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 2

| Vendor # | Name                           |                                |        |                 |             |          |         |
|----------|--------------------------------|--------------------------------|--------|-----------------|-------------|----------|---------|
| PO #     | PO Date                        | Description                    | Status | Amount          | Void Amount | Contract | PO Type |
| 00406    | RUTGERS, STATE UNIVERSITY NJ   | Continued                      |        |                 |             |          |         |
| 25-00673 | 05/19/25                       | Rutgers Planning/zoning        | Open   | <u>245.00</u>   | 0.00        |          |         |
|          |                                |                                |        | 490.00          |             |          |         |
| 00448    | V.E. RALPH & SON, INC.         |                                |        |                 |             |          |         |
| 25-00572 | 04/22/25                       | PD MEDICAL SUPPLIES            | Open   | 399.70          | 0.00        |          |         |
| 00487    | LEIGHTRONIX                    |                                |        |                 |             |          |         |
| 25-00715 | 05/27/25                       | VIEBIT ANNUAL SERVICES         | Open   | 3,576.00        | 0.00        |          |         |
| 00628    | LIFESAVERS INC.                |                                |        |                 |             |          |         |
| 24-01726 | 12/06/24                       | TRAINING FIRE DEPARTMENT       | Open   | 2,295.00        | 0.00        |          |         |
| 00635    | CDW GOVERNMENT                 |                                |        |                 |             |          |         |
| 25-00547 | 04/16/25                       | PD 4 PORT USB SWITCH           | Open   | 96.24           | 0.00        |          |         |
| 00656    | STATE OF NJ DEPT OF LABOR W/F  |                                |        |                 |             |          |         |
| 25-00736 | 05/30/25                       | UNEMPLOYMENT BENEFITS Q3 2024  | Open   | 5,162.77        | 0.00        |          |         |
| 00699    | ATLANTIC TOMORROWS OFFICE      |                                |        |                 |             |          |         |
| 25-00775 | 06/06/25                       | WIDE FORMAT YRL MAINT CONTRACT | Open   | 1,605.00        | 0.00        |          |         |
| 00705    | APPROVED SURGICAL SUPPLIES INC |                                |        |                 |             |          |         |
| 25-00785 | 06/09/25                       | PD OXYGEN REFILLS              | Open   | 45.00           | 0.00        |          |         |
| 00731    | COLLIER'S ENGINEERING & DESIGN |                                |        |                 |             |          |         |
| 23-00969 | 07/11/23                       | NJDOT 2022-SUMMIT AVE ROADWAY  | Open   | 892.50          | 0.00        |          | B       |
| 24-00955 | 07/12/24                       | FOURTH ROUND AFFORD. HOUSING   | Open   | 3,965.00        | 0.00        |          | B       |
| 24-01464 | 10/18/24                       | NJDOT FY2024 - WOODLAND ROAD   | Open   | 1,771.25        | 0.00        |          | B       |
| 24-01609 | 11/15/24                       | STORM SEWER OUTFALL INSPECTION | Open   | 18,065.00       | 0.00        |          | B       |
| 24-01705 | 12/04/24                       | CONTINUED SERVICES AFFORDABLE  | Open   | 665.00          | 0.00        |          | B       |
| 25-00202 | 02/03/25                       | 2025 GENERAL ENGINEERING       | Open   | 9,270.00        | 0.00        |          | B       |
| 25-00279 | 02/19/25                       | VARIOUS STORM SYSTEM IMPROV.   | Open   | 1,577.50        | 0.00        |          | B       |
| 25-00324 | 02/27/25                       | NJDOT FY2025 - PARAGON DRIVE   | Open   | 1,651.25        | 0.00        |          | B       |
| 25-00602 | 04/30/25                       | KINDERKAMACK RD & MAGNOLIA AVE | Open   | 5,505.00        | 0.00        |          | B       |
| 25-00605 | 04/30/25                       | 2025 RIVERSIDE COOP PAVING     | Open   | 873.75          | 0.00        |          | B       |
| 25-00640 | 05/09/25                       | 2024 TIER-A MUNICIPAL SEPARATE | Open   | 2,592.50        | 0.00        |          | B       |
| 25-00643 | 05/09/25                       | MUNICIPAL ENGINEERING REVIEW   | Open   | 510.00          | 0.00        |          |         |
| 25-00716 | 05/27/25                       | PROFESSIONAL SERVICES RENDERED | Open   | 2,480.00        | 0.00        |          |         |
| 25-00754 | 06/03/25                       | MUNICIPAL ENGINEERING REVIEW   | Open   | 372.50          | 0.00        |          |         |
| 25-00755 | 06/03/25                       | MUNICIPAL ENGINEERING REVIEW   | Open   | 2,800.00        | 0.00        |          |         |
| 25-00756 | 06/03/25                       | MUNICIPAL ENGINEERING REVIEW   | Open   | 1,800.00        | 0.00        |          |         |
| 25-00757 | 06/03/25                       | MUNICIPAL ENGINEERING REVIEW   | Open   | <u>2,100.00</u> | 0.00        |          |         |
|          |                                |                                |        | 56,891.25       |             |          |         |
| 00761    | KLECHA, ROBERT                 |                                |        |                 |             |          |         |
| 25-00764 | 06/04/25                       | REIMB MEAL TRAINING & CLOTHING | Open   | 532.17          | 0.00        |          |         |
| 00769    | URBAN AUTO SPA                 |                                |        |                 |             |          |         |
| 25-00773 | 06/05/25                       | CAR WASH SERVICES              | Open   | 17.00           | 0.00        |          |         |
| 00836    | BARNWELL HOUSE OF TIRES        |                                |        |                 |             |          |         |
| 25-00765 | 06/04/25                       | Tires for M1                   | Open   | 4,846.56        | 0.00        |          |         |

June 19, 2025  
12:46 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 3

| Vendor # | Name                         |                                |        |               |             |          |         |
|----------|------------------------------|--------------------------------|--------|---------------|-------------|----------|---------|
| PO #     | PO Date                      | Description                    | Status | Amount        | Void Amount | Contract | PO Type |
| 00891    | RIDGEMONT PIZZA & RESTAURANT |                                |        |               |             |          |         |
| 25-00759 | 06/03/25                     | DINNER PLANNING BOARD 6/3/25   | Open   | 93.00         | 0.00        |          |         |
| 00999    | AMAZON.COM SERVICES, INC.    |                                |        |               |             |          |         |
| 25-00705 | 05/22/25                     | OFFICE SUPPLIES                | Open   | 369.56        | 0.00        |          |         |
| 25-00753 | 06/03/25                     | CAMP SUPPLIES                  | Open   | <u>233.80</u> | 0.00        |          |         |
|          |                              |                                |        | 603.36        |             |          |         |
| 01144    | METICULOUS CLEANING SERVICES |                                |        |               |             |          |         |
| 25-00648 | 05/12/25                     | MAY 2025 FIREHOUSE CLEANING    | Open   | 285.00        | 0.00        |          |         |
| 01227    | PIAZZA & ASSOCIATES, INC.    |                                |        |               |             |          |         |
| 25-00161 | 01/27/25                     | 2025 AFFORDALE HOUSING SVCS    | Open   | 400.00        | 0.00        |          | B       |
| 01368    | ROBALINO, ERIC               |                                |        |               |             |          |         |
| 25-00763 | 06/04/25                     | REIMB CLOTHING ALLOWANCE       | Open   | 75.64         | 0.00        |          |         |
| 01448    | NJ ASSOC.OF SCHOOL RESOURCE  |                                |        |               |             |          |         |
| 25-00612 | 05/01/25                     | SLEO III CERTIFICATION CLASS   | Open   | 475.00        | 0.00        |          |         |
| 01454    | TMDE CALIBRATION LABS INC.   |                                |        |               |             |          |         |
| 25-00690 | 05/20/25                     | PD RADAR CALIBRATIONS          | Open   | 850.00        | 0.00        |          |         |
| 01471    | RICCIARDELLA ELECTRIC INC.   |                                |        |               |             |          |         |
| 25-00646 | 05/12/25                     | ELECTRICAL REPAIRS             | Open   | 398.00        | 0.00        |          |         |
| 01515    | LAWSOFT INC.                 |                                |        |               |             |          |         |
| 25-00561 | 04/22/25                     | ANNUAL SUPPORT & MAINTENANCE   | Open   | 7,900.00      | 0.00        |          |         |
| 01538    | SWIFTREACH NETWORKS INC.     |                                |        |               |             |          |         |
| 25-00734 | 05/30/25                     | PD ANNUAL SUBSCRIPTION         | Open   | 3,056.48      | 0.00        |          |         |
| 01643    | LORANGER, LISA               |                                |        |               |             |          |         |
| 25-00745 | 06/03/25                     | MAILCHIMP REIMBURSEMENT        | Open   | 110.00        | 0.00        |          |         |
| 25-00828 | 06/16/25                     | STAPLES REIMBURSEMENT          | Open   | 199.29        | 0.00        |          |         |
| 25-00830 | 06/16/25                     | BJS REIMBURSEMENT              | Open   | <u>251.22</u> | 0.00        |          |         |
|          |                              |                                |        | 560.51        |             |          |         |
| 01702    | MEDIA CONSULTANTS LLC        |                                |        |               |             |          |         |
| 25-00729 | 05/30/25                     | EQUIPMENT FOR TV ACCESS STUDIO | Open   | 1,934.00      | 0.00        |          |         |
| 01752    | DILAURI, RUSSEL              |                                |        |               |             |          |         |
| 25-00787 | 06/09/25                     | REIMB MEALS & GIFT CARDS       | Open   | 188.44        | 0.00        |          |         |
| 01788    | TIGHE, RAYMOND               |                                |        |               |             |          |         |
| 25-00790 | 06/09/25                     | NJMLS ANNUAL MEMBERSHIP        | Open   | 250.00        | 0.00        |          |         |
| 01790    | PALADIN AMUSEMENTS, INC.     |                                |        |               |             |          |         |
| 25-00671 | 05/19/25                     | DITP GAME TRAILER DEPOSIT      | Open   | 3,475.00      | 0.00        |          |         |
| 01811    | CLIFFSIDE BODY CORP          |                                |        |               |             |          |         |
| 24-01153 | 08/09/24                     | STEEL DUMP BODY & SNOWPLOW     | Open   | 62,054.00     | 0.00        |          |         |

June 19, 2025  
12:46 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 4

| Vendor # | Name                            |                                |        |                  |             |          |         |
|----------|---------------------------------|--------------------------------|--------|------------------|-------------|----------|---------|
| PO #     | PO Date                         | Description                    | Status | Amount           | Void Amount | Contract | PO Type |
| 01811    | CLIFFSIDE BODY CORP             | Continued                      |        |                  |             |          |         |
| 24-01154 | 08/09/24                        | MEYER SALT SPREADER & EQUIP    | Open   | <u>19,284.00</u> | 0.00        |          |         |
|          |                                 |                                |        | 81,338.00        |             |          |         |
| 01833    | MCGEE, HEATHER (PETTY CASH)     |                                |        |                  |             |          |         |
| 25-00832 | 06/17/25                        | REIMB FOR PETTY CASH           | Open   | 257.55           | 0.00        |          |         |
| 01856    | MONTVALE FLORIST                |                                |        |                  |             |          |         |
| 25-00703 | 05/22/25                        | Memorial Day Wreath M&C        | Open   | 100.00           | 0.00        |          |         |
| 25-00733 | 05/30/25                        | PD MEMORIAL DAY WREATH         | Open   | <u>100.00</u>    | 0.00        |          |         |
|          |                                 |                                |        | 200.00           |             |          |         |
| 01882    | PRESTIGE BUSINESS PRODUCTS, INC |                                |        |                  |             |          |         |
| 25-00687 | 05/20/25                        | PD INK CAERTRIDGES             | Open   | 967.00           | 0.00        |          |         |
| 01932    | 4IMPRINT, INC.                  |                                |        |                  |             |          |         |
| 25-00698 | 05/21/25                        | RABIES CLINIC GIVEAWAY         | Open   | 841.90           | 0.00        |          |         |
| 01949    | AT&T MOBILITY                   |                                |        |                  |             |          |         |
| 25-00814 | 06/12/25                        | PD PATROL PHONES               | Open   | 1,312.98         | 0.00        |          |         |
| 01956    | BLUE 360 MEDIA LLC              |                                |        |                  |             |          |         |
| 25-00723 | 05/27/25                        | NJ CRIMINAL LAW VEHICLE BOOK   | Open   | 97.96            | 0.00        |          |         |
| 01993    | GREG TANZER SPRINKLERS          |                                |        |                  |             |          |         |
| 25-00747 | 06/03/25                        | SPRINKLER REPAIRS CHESTNUT     | Open   | 1,074.99         | 0.00        |          |         |
| 25-00748 | 06/03/25                        | SPRINKLER REPAIRS 2025         | Open   | <u>1,076.93</u>  | 0.00        |          |         |
|          |                                 |                                |        | 2,151.92         |             |          |         |
| 02011    | HUNTINGTON BAILEY, L.L.P.       |                                |        |                  |             |          |         |
| 25-00409 | 03/19/25                        | 2025 LEGAL FEES                | Open   | 1,632.00         | 0.00        |          | B       |
| 02045    | HYECRAFT LLC                    |                                |        |                  |             |          |         |
| 25-00625 | 05/05/25                        | ENGINEERING SERVICES           | Open   | 1,036.25         | 0.00        |          |         |
| 25-00739 | 06/02/25                        | PROFESSIONAL SERVICES RENDERED | Open   | <u>412.50</u>    | 0.00        |          |         |
|          |                                 |                                |        | 1,448.75         |             |          |         |
| 02141    | REGAN, ROBERT T., ESQ.          |                                |        |                  |             |          |         |
| 25-00335 | 03/04/25                        | 2025 RETAINER                  | Open   | 5,000.00         | 0.00        |          | B       |
| 25-00718 | 05/27/25                        | PROFESSIONAL SERVICES RENDERED | Open   | 320.00           | 0.00        |          |         |
| 25-00738 | 06/02/25                        | PROFESSIONAL SERVICES RENDERED | Open   | 2,105.50         | 0.00        |          |         |
| 25-00740 | 06/02/25                        | PROFESSIONAL SERVICES RENDERED | Open   | <u>320.00</u>    | 0.00        |          |         |
|          |                                 |                                |        | 7,745.50         |             |          |         |
| 02144    | ALL COUNTY MECHANICAL           |                                |        |                  |             |          |         |
| 25-00702 | 05/21/25                        | A/C REPAIR                     | Open   | 856.07           | 0.00        |          |         |
| 02228    | KING MOENCH & COLLINS, LLP      |                                |        |                  |             |          |         |
| 24-01307 | 09/12/24                        | AFFORDABLE HOUSING LITIGATION  | Open   | 111,338.35       | 0.00        |          | B       |
| 02240    | BORN PRIMITIVE, LLC             |                                |        |                  |             |          |         |
| 25-00613 | 05/01/25                        | GASTON CLOTHING ALLOWANCE      | Open   | 330.00           | 0.00        |          |         |

June 19, 2025  
12:46 PM

Borough of Montvale  
Bill List By Vendor Id

Page No: 5

| Vendor #               | Name                          |                                |        |                    |             |                    |         |
|------------------------|-------------------------------|--------------------------------|--------|--------------------|-------------|--------------------|---------|
| PO #                   | PO Date                       | Description                    | Status | Amount             | Void Amount | Contract           | PO Type |
| 02264                  | RP TECH SERVICES              |                                |        |                    |             |                    |         |
| 25-00425               | 03/24/25                      | COMPUTER MAINTENANCE/LICENSING | Open   | 1,350.28           | 0.00        |                    | B       |
| 25-00732               | 05/30/25                      | PD COMPUTER MAINTENANCE        | Open   | <u>730.00</u>      | 0.00        |                    |         |
|                        |                               |                                |        | 2,080.28           |             |                    |         |
| 02277                  | AMERICAN DREAM                |                                |        |                    |             |                    |         |
| 25-00670               | 05/19/25                      | WATERPARK- 7/11 FINAL PAYMENT  | Open   | 4,036.00           | 0.00        |                    |         |
| 02279                  | MESSINEO LAW, LLC             |                                |        |                    |             |                    |         |
| 25-00630               | 05/07/25                      | REFUND USE PERMIT PLANNING     | Open   | 225.00             | 0.00        |                    |         |
| 02309                  | MUSTAFOKULOVA, SHOISTA        |                                |        |                    |             |                    |         |
| 25-00831               | 06/17/25                      | REFUND FOR CAMP                | Open   | 500.00             | 0.00        |                    |         |
| 02426                  | VERIZON WIRELESS              |                                |        |                    |             |                    |         |
| 25-00840               | 06/18/25                      | 242317487-00001 VERIZON MAY    | Open   | 1,029.61           | 0.00        |                    |         |
| 02757                  | TYCO ANIMAL CONTROL SERVICES  |                                |        |                    |             |                    |         |
| 25-00235               | 02/11/25                      | 2025 GEESE CONTROL SERVICES    | Open   | 400.00             | 0.00        |                    | B       |
| 25-00236               | 02/11/25                      | 2025 ANIMAL CONTROL SERVICES   | Open   | <u>1,005.00</u>    | 0.00        |                    | B       |
|                        |                               |                                |        | 1,405.00           |             |                    |         |
| 02987                  | DATA NETWORK SOLUTIONS        |                                |        |                    |             |                    |         |
| 25-00110               | 01/16/25                      | 2025 BORO PHONES               | Open   | 3,179.82           | 0.00        |                    | B       |
| 03089                  | DUFFY, CORINNE                |                                |        |                    |             |                    |         |
| 25-00783               | 06/06/25                      | MEMORIAL DAY PHOTOGRAPHER      | Open   | 300.00             | 0.00        |                    |         |
| 03131                  | CERTIFIED SPEEDOMETER SERVICE |                                |        |                    |             |                    |         |
| 25-00659               | 05/14/25                      | PD CAR CALIBRATIONS            | Open   | 440.00             | 0.00        |                    |         |
| 03682                  | CRUISE, E. K.                 |                                |        |                    |             |                    |         |
| 25-00809               | 06/12/25                      | REIMB MEAL FOR SQUAD PER CHIEF | Open   | 97.36              | 0.00        |                    |         |
| 03727                  | STAPLES INC                   |                                |        |                    |             |                    |         |
| 25-00668               | 05/19/25                      | OFFICE SUPPLIES                | Open   | 156.78             | 0.00        |                    |         |
| 25-00695               | 05/20/25                      | PD OFFICE SUPPLIES             | Open   | 441.65             | 0.00        |                    |         |
| 25-00709               | 05/27/25                      | OFFICE SUPPLIES                | Open   | 244.37             | 0.00        |                    |         |
| 25-00730               | 05/30/25                      | Office Supplies                | Open   | 234.93             | 0.00        |                    |         |
| 25-00758               | 06/03/25                      | Printer Toners -Finance        | Open   | <u>326.24</u>      | 0.00        |                    |         |
|                        |                               |                                |        | 1,403.97           |             |                    |         |
| 03890                  | BUSINESS INFORMATION SYSTEMS  |                                |        |                    |             |                    |         |
| 25-00766               | 06/04/25                      | LIBERTY DIGITAL RECORDING      | Open   | 3,409.75           | 0.00        |                    |         |
| 04008                  | GASTON, SCOTT                 |                                |        |                    |             |                    |         |
| 25-00784               | 06/09/25                      | REIMB CLOTHING ALLOWANCE       | Open   | 240.91             | 0.00        |                    |         |
| <hr/>                  |                               |                                |        |                    |             |                    |         |
| Total Purchase Orders: | 102                           | Total P.O. Line Items:         | 0      | Total List Amount: | 358,765.63  | Total Void Amount: | 0.00    |

| Totals by Year-Fund    |      |             |             |              |               |           |            |
|------------------------|------|-------------|-------------|--------------|---------------|-----------|------------|
| Fund Description       | Fund | Budget Rcvd | Budget Held | Budget Total | Revenue Total | G/L Total | Total      |
| CURRENT FUND 2024 4-01 |      | 21,747.38   | 0.00        | 21,747.38    | 0.00          | 0.00      | 21,747.38  |
| CURRENT FUND 2024 5-01 |      | 100,398.02  | 0.00        | 100,398.02   | 0.00          | 0.00      | 100,398.02 |
| CAPITAL FUND           | C-04 | 94,208.75   | 0.00        | 94,208.75    | 0.00          | 0.00      | 94,208.75  |
| BOA ESCROW ACCOUN      | E-08 | 6,864.25    | 0.00        | 6,864.25     | 0.00          | 0.00      | 6,864.25   |
| OTHER TRUST ACCOU      | T-03 | 124,310.85  | 0.00        | 124,310.85   | 0.00          | 0.00      | 124,310.85 |
| DOG TRUST ACCOUNT      | T-12 | 853.30      | 0.00        | 853.30       | 0.00          | 0.00      | 853.30     |
| UNEMPLOYMENT TRUS      | T-13 | 5,162.77    | 0.00        | 5,162.77     | 0.00          | 0.00      | 5,162.77   |
| RECREATION TRUST       | T-19 | 5,220.31    | 0.00        | 5,220.31     | 0.00          | 0.00      | 5,220.31   |
| Year Total:            |      | 135,547.23  | 0.00        | 135,547.23   | 0.00          | 0.00      | 135,547.23 |
| Total Of All Funds:    |      | 358,765.63  | 0.00        | 358,765.63   | 0.00          | 0.00      | 358,765.63 |