

**AGENDA
PUBLIC MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
February 13, 2025
Closed Executive Session to Commence 6:30PM
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
- Attorney Client Privilege – Lease of Public Property – DePiero Farm
- Attorney Client Privilege – Kinderkamack Road Intersection
- Contract Negotiations – Park Ridge Fuel Depot
- Contract Negotiations - Pascack Joint Court

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

PRESENTATION: HARRY DELGADO OF THE NJSACOP

Police Department Accreditation

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2025-1563 AN ORDINANCE TO AMEND SALARY ORDINANCE NO. 2024-1549 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE FOR THE YEAR 2025

PUBLIC HEARING OF ORDINANCE NO. 2025-1564 ORDINANCE APPROPRIATING \$32,000 FROM THE CAPITAL IMPROVEMENT FUND TO FUND THE ACQUISITION AND UPFIT OF A SPORT UTILITY VEHICLE FOR THE POLICE DEPARTMENT

MEETING OPEN TO PUBLIC:

Agenda Items Only

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

Budget Meeting January 27, 2025
January 28, 2025

CLOSED/EXECUTIVE MINUTES:

January 28, 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.

- 68-2025 A Resolution Awarding a Contract to Motorola Solutions, Inc. for Communication System Pursuant to NJ State Contract #83909 for Use by the Montvale Police Department
- 69-2025 A Resolution Awarding a Contract to East Coast Emergency Lighting, Inc. Pursuant to State Contract #17-FLEET-00719 for the Purchase of Various Equipment for the Police Department's New 2024 Dodge Durango
- 70-2025 A Resolution Authorizing a Contract with Motorola Solutions for One (1) All-Band Portable Radio Pursuant to State Contract #83909 for Fire Prevention Department
- 71-2025 Authorize Change Order No. 1 and Final Payment – NJDOT FY2023 Terkuile Road Resurfacing Project - American Asphalt & Trucking, LLC
- 72-2025 Authorize Release of the Performance Surety Bond for – 160 Spring Valley Road, LLC – The Alexa – Block 301; Lots 2 and 3 and Posting of Two-Year Maintenance Bond
- 73-2025 Amending Resolution No. 62-2025 To Establish Recreational Fees for Year 2025
- 74-2025 Authorizing an Extraordinary Unspecifiable Services Contract to Riverside Communications, LLC for a Public Relations related to Affordable Housing Litigation
- 75-2025 Authorize The Cancellation of All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs – Joshua Kohen

BILLS:

REPORT OF REVENUE:

COMMITTEE REPORTS:

ENGINEER'S REPORT:

ATTORNEY'S REPORT:

ADMINISTRATOR'S REPORT:

UNFINISHED BUSINESS:

- Discussion – Flagg Field Improvements – 2024 Bergen County Park Improvement Grant
- Discussion – NJDOT FY2025 – Paragon Drive Resurfacing Project

NEW BUSINESS:

None

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

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

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

MEETING CLOSED TO THE PUBLIC:

ADJOURNMENT:

Regular Workshop Meeting of the Mayor & Council to be held at 7:30pm on February 25, 2025

*******Disclaimer***** Subject to Additions And/Or Deletions**

**BOROUGH OF MONTVALE
ORDINANCE NO. 2025-1563**

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 January 28, 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 February 13, 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 TO AMEND SALARY ORDINANCE NO. 2024-1549 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE FOR THE YEAR 2025

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

SECTION 1. Each of the offices and positions of employment hereinafter named that are not established or created by virtue of any statutes or of any ordinance, resolution, or other lawful authority heretofore exercised by the Borough of Montvale, is hereby established, created, ratified and confirmed.

SECTION 2. The rate of compensation of the persons holding any of the hereinafter named offices and positions of employment whose compensation shall be on an annual basis and shall be payable semi-monthly is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment.

Title		2025 Salary Range	
1	Borough Administrator	\$110,000	- \$150,000
2	Safety Coordinator	\$5,000	- \$8,000
3	Chief Financial Officer (PT)	\$21,000	- \$30,000
4	Municipal Clerk	\$85,000	- \$110,000
5	Municipal Clerk (PT)	\$65,000	- \$85,000
6	Deputy Municipal Clerk (PT)	\$20,000	- \$55,000
7	Admin. Assistant to Administrator	\$40,000	- \$65,000
8	Tax Collector (PT)	\$62,000	- \$80,000
9	Tax Assessor	\$37,000	- \$45,000
10	Treasurer/Purchasing Agent	\$78,000	- \$110,000

11	Deputy Treasurer	\$55,000	-	\$65,000
12	Accounts Payable Clerk	\$42,000	-	\$55,000
13	Secretary, Planning Board/Land Use Admin. (PT)	\$83,000	-	\$105,000
14	Planning Board Secretary Special Meetings	\$45	-	\$65/hour
15	Board Secretary, Clerical/Recording	\$130	-	\$160
16	Office Manager (PT)	\$4,000	-	\$10,000
17	Board of Health Secretary (PT)	\$7,000	-	\$10,000
18	Registrar Vital Statistics	\$1,000	-	\$6,000
19	Deputy Registrar Vital Statistics	\$500	-	\$2,500
20	Construction Official	\$72,000	-	\$100,000
21	Building Subcode Official and Inspector (PT)	\$30,000	-	\$45,000
22	Zoning Officer (PT)	\$5,000	-	\$11,000
23	Building Subcode and Special Inspections	450	-	\$80/hour
24	Administrative Assistant – Planning Board Assistant/ Confidential Secretary/ Board Secretary/ Departmental Coordinator/ Floater	\$40,000	-	\$70,000
25	Facilities Manager, Buildings & Grounds and Property Inspector (PT)	\$20,000	-	\$30,000
26	Property Maintenance Officer (PT)	\$20,000	-	\$25,000
27	Construction Dept. Technical Assistant	\$50,000	-	\$70,000
28	Plumbing Subcode Official and Inspector (PT)	\$30,000	-	\$45,000
29	Plumbing Subcode and Special Inspections	\$50	-	\$80/hour
30	Fire Subcode Official and Inspector (PT)	\$30,000	-	\$45,000
31	Fire Subcode and Special Inspections	\$50	-	\$80/hour
32	Electrical Subcode Official and Inspector (PT)	\$30,000	-	\$45,000
33	Electrical Subcode and Special Inspections	\$50	-	\$80/hour
34	Fire Prevention Official	\$65,000	-	\$115,000
35	Fire Inspector/ Senior/Deputy Fire Official	\$7,600	-	\$30,000
36	Fire Prevention Secretary (PT)	\$1,000	-	\$3,000
37	Municipal Court Administrator	\$75,000	-	\$95,000

38	Deputy Municipal Court Administrator	\$55,000	- \$75,000
39	Court Security	\$20	- \$27/hour
40	Violations Clerk	\$40,000	- \$60,000
41	Police Secretary	\$42,000	- \$60,000
42	Administrative Assistant for Police Chief	\$50,000	- \$65,000
43	Emergency Mgmt. Coordinator	\$5,000	- \$15,000
44	Deputy Emergency Mgmt. Coordinator	\$3,000	- \$6,000
45	Library Director	\$80,000	- \$105,000
46	Library – Library Adult Services	\$55,000	- \$75,000
47	Library (PT)	\$15.13	- \$55/hour
48	Library (PT) meetings	\$120	- \$225/mtg.
49	Construction Dept. Clerk	\$40,000	\$60,000
49A	Construction Dept. Clerk (PT)	\$20,000	- \$30,000
50	Director of Recreation	\$52,000	- \$70,000
51	Recreation Assistant	\$40,000	- \$55,000
51A	Recreation Assistant (PT)	\$20,000	- \$27,500
52	Recreation Summer Camp Stipend	\$2,000	- \$6,000
53	Summer Camp Counsellors	\$500	- \$2,000
54	Park Monitor (PT)	\$20	- \$28/hour
55	Van Drivers (PT)	\$20	- \$28/hour
56	Station Technicians (PT)	\$15	- \$20/hour
57	Booker Cable Access TV (PT)	\$3,000	- \$6,000
58	Archivist Records Manager/D.A.R.M. (PT)	\$25	- \$28/hour
59	Clerical/Recording Special Meetings	\$20	- \$40/hour
60	Deputy Construction Official	\$75,000	- \$85,000
61	Wellness Coordinator (PT)	\$500	- \$1,000
62	Wellness Incentive Participants	\$300	- \$500
63	Executive Assistant to Police Chief	\$60,000	- \$85,000
64	Coordinator, Off-Duty Details (PT)	\$10,000	- \$15,000
65	Municipal Housing Liaison	\$4,000	- \$8,000
66	Deputy Municipal Housing Liaison	\$3,000	- \$5,000

SECTION 3. The rate of compensation of the persons holding any of the hereinafter named offices, whose compensation shall be on an annual basis and payable semi-monthly, is hereby fixed and determined as follows:

Title		2023 Salary Range
A.	Municipal Judge	\$40,000 - \$50,000
B.	Mayor	\$9,500 - \$13,000
C.	Councilpersons (each)	\$7,500 - \$10,000

SECTION 4: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, whose compensation shall be on an annual basis, and payable semi-monthly, is hereby fixed and determined as follows:

Title		2023 Salary Range
A.	Chief	\$220,000 - \$250,000
B.	Captain	\$200,000 - \$225,000
C.	Lieutenant (Base Wage)	\$176,704 - \$181,741
D.	Sergeants (Base Wage)	\$164,434 - \$169,121
E.	Detective – Additional per year	\$4,500 - \$5,500
F.	Juvenile Officer – Addt'l per year	\$400 - \$400
G.	Asst. Juvenile Officer – Addt'l per year	\$350 - \$350
H.	Special Police Officer Class III (SLEO)	\$50,000 - \$60,000
I.	Special/Auxiliary Police	\$22/hour - \$28/hour
J.	School Cross Guard/Police Matrons	\$22/hour - \$28/hour

SECTION 4A: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department whose compensation shall be on an annual basis, and payable semi-monthly, is fixed and determined as follows:

Police Officers Schedule (Base Wage Each)		
0-6 months	\$50,044	- \$51,470
6 months – 1 year	\$54,160	- \$55,704
1 – 2 years	\$60,660	- \$62,388
2 – 3 years	\$70,408	- \$72,415
3 – 4 years	\$93,766	- \$96,439
4 – 5 years	\$108,321	- \$111,409
5 – 6 years	\$122,877	- \$126,379

6 – 7 years	\$137,434	-	\$141,351
7 – 8 years	\$151,989	-	\$156,321

SECTION 4B: In addition to the compensation stated above, Full Time Employees in Section 4 and Section 4A (excepting the Chief, Captain, and any other employee whose contract specifically excludes longevity), shall be paid an annual longevity increment pursuant to the following schedule:

Years of Service	Officers Hired BEFORE January 1, 2006	Officers Hired AFTER January 1, 2006
Beginning five (5) years	1%	-
Beginning seven (7) years	2%	-
Beginning nine (9) years	3%	1%
Beginning eleven (11) years	4%	2%
Beginning thirteen (13) years	5%	3%
Beginning fifteen (15) years	6%	4%
Beginning seventeen (17) years	7%	5%
Beginning nineteen (19) years	8%	6%
Beginning twenty-one (21) years	-	7%
Beginning twenty-two (22) years	-	8%
Beginning twenty-four (24) years	9%	9%

SECTION 5. The Borough Treasurer shall present semi-monthly or as established by Resolution to the Governing Body for approval warrants drawn to the order of the Borough of Montvale Payroll Account and the Borough of Montvale Salary Account. At the first meeting of the Governing Body in January of each year, there shall be approved accounts to be designated "The Borough of Montvale Payroll Account" and "The Borough of Montvale Salary Account" and from time to time the Borough Treasurer upon receipt of a warrant for the amount due each Payroll, shall deposit the same to the credit of these accounts, charging the appropriate budgetary accounts therewith. The Borough Treasurer shall thereafter draw checks on said accounts to the employees entitled to payment therefrom.

Any employee hired under the terms of a Special Library Grants; salary will be determined by the Authority making such grant.

The Mayor and Borough Council may by adoption of a resolution and by approved payroll advice, increase compensation (base wage adjustment or one-time merit/bonus increase) of any salaried employee in the above schedule, who has reached their maximum, up to 10% above the pay range maximum.

At each regular meeting of the Governing Body of the Borough of Montvale, the Treasurer shall submit for the approval or ratification as the case may be, the necessary payroll amounts due to the several officers and employees for compensation.

Such officers as may be determined by the Governing Body, as established by resolution, shall be authorized to sign warrants drawn in favor of the Payroll Account, upon due notice that the payrolls have been approved by the proper certifying authorities.

SECTION 6. This ordinance shall be operative as of the date of its adoption and publication as required by law, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

SECTION 7. All other ordinances and parts of ordinances inconsistent herewith are hereby appealed.

SECTION 8. This ordinance shall take effect immediately upon publication in the manner provided by Law.

MICHAEL GHASSALI, Mayor

ATTEST:
FRANCES SCORDO
Municipal Clerk

INTRODUCTION: 1-28-25

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

ADOPTED: 2-13-25

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

Summary of Adjustments in Salary Ordinance:

Line	Position	Prior Range	New Range	Reason
34	Fire Prevention Official	\$65,000-\$105,000	\$65,000-\$115,000	Increment may take employee over cap
46	Library -- Adult Services	\$55,000-\$70,000	\$55,000-\$75,000	Increment will take employee(s) over cap
54	Park Monitor (PT)	\$20-\$26/hour	\$20-\$28/hour	Increment may take employee over cap
55	Van Driver (PT)	\$20-\$25/hour	\$20-\$28/hour	Increment may take employee over cap
63	Executive Assistant to Police Chief	\$60,000-\$80,000	\$60,000-\$85,000	Increment will take employee over cap
3A	Municipal Judge	\$40,000-\$45,000	\$40,000-\$50,000	Planning for potential new appointment
3B	Mayor	\$8,000-\$10,000	\$9,500-\$13,000	Regional salary review
3C	Councilperson	\$6,500-\$8,000	\$7,500-\$10,000	Regional salary review
4C	Lieutenant	As per PBA contract (see attached)	As per PBA contract (see attached)	Annual adjustment to comply with contract
4D	Sergeant			
	Police Officers			

**BOROUGH OF MONTVALE
ORDINANCE NO. 2025-1564**

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 January 28, 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 February 13, 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

ORDINANCE APPROPRIATING \$32,000 FROM THE CAPITAL IMPROVEMENT FUND TO FUND THE ACQUISITION AND UPFIT OF A SPORT UTILITY VEHICLE FOR THE POLICE DEPARTMENT

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

SECTION 1. \$32,000 from the Capital Improvement Fund is hereby appropriated to fund the acquisition and upfit of a sport utility vehicle for the police department.

SECTION 2. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

SECTION 3. This ordinance shall take effect after final adoption and publication and otherwise as provided by law.

MICHAEL GHASSALI
Mayor

ATTEST:
FRANCES SCORDO
Municipal Clerk

INTRODUCTION: 1-28-25

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

ADOPTED: 2-13-25

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

**BUDGET MEETING
MINUTES**

Budget Meeting of the Mayor and Council was held via Zoom and called to order at 6:00pm. Adequate notification was published in the official newspaper of the Borough of Montvale.

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).

Present: Mayor Ghassali; Administrator, Joe Voytus; Councilmembers, Arendacs, Cudequest, Koelling, Lane, Roche and Russo-Vogelsang; CFO, Matt Cavallo, Treasurer, Christine Kalafut and Municipal Clerk, Fran Scordo

○ **Montvale Library - Giulia Bombace**

No additional requests – thanked all for support and financial assistance with the renovations last year; received a lot of compliments from patrons; 2,000 more patrons visited the library in 2024 than in 2023; 600 more attendees at functions and programs than prior; had over 300 participants in the summer reading challenge; added languages through an app; some ongoing improvement for this year will be updated the website, adding a new display case, adding additional seating, new water fountain and adding more programs and educational workshops.

○ **Construction and Buildings & Grounds – Chris Gruber**

Looking into the cost to replace the municipal building windows, currently the Police department has been having issues with leaking windows causing damage to the interior; the Octagon House is in need of a new roof.

○ **Recreation – Lisa Loranger**

Looking into a permanent structure at Huff Park – possibly grant funded; lights for the Pickleball courts; Flagg field renovations; will be increasing camp fees this year due to increase in busing prices and other activities.

○ **Tax Collector and Municipal Clerk – Fran Scordo**

All budgets had no significant changes.

Motion to open meeting to the public by Councilmember Roche; seconded by Councilmember Koelling – all ayes

Carolee Adams

Mentioned that next year is the 250 anniversary of the Declaration of Independence and encourage the town to celebrate as a town – did not know if it would be through the Library like having book displays or a contest or through recreation special events; Mayor Ghassali stated the County has mentioned it as a County celebration.

Motion to close the meeting to the public by Councilmember Cudequest; seconded by Councilmember Russo-Vogelsang

Motion to adjourn by Councilmember Cudequest; seconded by Councilmember Russo-Vogelsang – all ayes

Meeting adjourned at 7:00pm

Respectfully submitted, Frances Scordo, Municipal Clerk

**WORK SESSION
MINUTES**

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

OPEN PUBLIC MEETING STATEMENT

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

ROLL CALL:

Councilmember Arendacs

Councilmember Lane

Councilmember Cudequest – arrived 7:32pm

Councilmember Roche

Councilmember Koelling

Councilmember Russo-Vogelsang

Also Present: Mayor Mike Ghassali; Borough Attorney, Dave Lafferty; Administrator, Joe Voytus; Borough Engineer, Carl O'Brien and Municipal Clerk, Fran Scordo

ORDINANCES:

INTRODUCTION OF ORDINANCE NO. 2025-1563 AN ORDINANCE TO AMEND SALARY ORDINANCE NO. 2024-1549 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE FOR THE YEAR 2025 (public hearing 2-13-25)

A motion to Introduce Ordinance 2025-1563 for first reading was made by Councilmember Russo-Vogelsang; seconded by Councilmember Koelling; 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 ORDINANCE NO. 2025-1564 ORDINANCE APPROPRIATING \$32,000 FROM THE CAPITAL IMPROVEMENT FUND TO FUND THE ACQUISITION AND UPFIT OF A SPORT UTILITY VEHICLE FOR THE POLICE DEPARTMENT (public hearing 2-13-25)

A motion to Introduce Ordinance 2025-1564 for first reading was made by Councilmember Russo-Vogelsang; seconded by Councilmember Koelling; 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

MEETING OPEN TO PUBLIC

Agenda Items Only

*A motion to open the meeting to the public for agenda items only by Councilmember Lane; seconded by Councilmember Koelling – all ayes
No public comment*

MEETING CLOSED TO PUBLIC

Agenda Items Only

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

MINUTES:

January 9, 2025

A motion to accept the minutes by Councilmember Roche; seconded by Councilmember Arendacs - all ayes with the exception of Councilmembers Russo-Vogelsang abstaining

Budget Meeting January 6, 2025

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

Budget Meeting January 13, 2025

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

CLOSED/EXECUTIVE MINUTES:

January 9, 2025

A motion to accept the closed session minutes by Councilmember Lane; seconded by Councilmember Roche - all ayes with the exception of Councilmembers Russo-Vogelsang abstaining

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.

58-2025 Extending The 2025 Budget Process Dates

WHEREAS, the Local Finance Board has authorized revisions to the statutory budget deadlines as per Local Finance Notice LFN 2024-20 dated December 18, 2024; and

WHEREAS, these revisions permit municipalities to extend the deadlines for the submission of the Municipal Annual Financial Statement, as well as the introduction and adoption of the budget; and

WHEREAS, to avail itself of these revised dates, the governing body must adopt a resolution by no later than March 31, 2025;

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Montvale, County of Bergen, State of Jersey that the Borough of Montvale hereby avails itself of the revised budget introduction and adoption dates for the calendar year 2025 budget as follows: Submission of the Municipal Annual Financial Statement (AFS): Extended from February 10 to March 7, 2025

Budget Introduction Date: Extended to March 31, 2025

Budget Adoption Date: Extended to April 30, 2025

BE IT FURTHER RESOLVED that the temporary budget appropriations are hereby extended as may be necessary to accommodate this extension of the budget introduction and adoption dates.

BE IT FURTHER RESOLVED that the Chief Financial Officer is directed to submit a certified copy of this resolution to the Director of the Division of Local Government Services using the Financial Automation Submission Tracking (FAST) system, as required by Local Finance Notice LFN 2024-20.

59-2025 Authorize Tax Court Settlement – Block 2408, Lot 6 – 7 Franklin Ave – Richard Queen

WHEREAS, the Mayor and Council of the Borough of Montvale have been advised of the proposed settlement of a property Tax Appeal filed on behalf of Richard W. Queen (hereinafter the "Tax Appeal"), under Docket Numbers 005351-2022, 002848-2023 and 002040-2024; and,

WHEREAS, the aforesaid tax appeal concerns an apartment building located at 7 Franklin Avenue, and is otherwise referred to as Block 2408 Lot 26 on the tax assessment maps of the

Borough (hereinafter the "subject property"); and,

WHEREAS, the said Governing Body has been advised as to the merits of the subject Tax Appeal by legal counsel and the Borough Tax Assessor; and,

WHEREAS, the proposed Tax Appeal settlement components are set forth in the Schedule "A" attached hereto and made a part hereof; and,

WHEREAS, it is in the best interest of the Borough of Montvale to settle the subject Tax Appeal in accordance with the settlement proposal set forth hereinabove.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the settlement of the aforesaid Tax Appeal be finalized in accordance with the terms set forth in the enclosed Schedule "A"; and,

BE IT FURTHER RESOLVED, that with respect to same, the Mayor, Borough Administrator, Borough Attorney and/or any other appropriate Borough official is hereby authorized to perform any act necessary to effectuate the purposes set forth in this Resolution.

SCHEDULE "A"

The terms of the aforesaid tax appeal settlement shall consist as follows:

2022 Appeal: Withdraw

2023 Appeal: \$3,100,000

2024 Appeal: \$3,100,000

60-2025 Amending Resolution No. 212-2024 Authorizing the Release of the Performance Surety Bond for – Village Springs at Montvale Toll Bros. - Block 1903; Lot 7 and Posting of Two-Year Maintenance Bond

WHEREAS, Toll Brothers has requested a release of their Performance Surety Bond; and

WHEREAS, a completed inspection of the site has been conducted by Colliers Engineering and takes no exception to the release of the Performance Surety Bond No. 30090402 in the amount of \$23,681.00 and cash portion of the Performance Bond in the amount of \$2,841.00; and

WHEREAS, a two-year maintenance bond in the amount of \$57,246.75 is required as a condition of the release of the cash bond portion which has been received by the Municipal Clerk; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the Borough Treasurer is hereby authorized to release the cash performance bond for Toll Brothers in the amount of \$2,841.00 and the Performance Surety Bond No. 30090402 in the amount of \$23,681.00. A copy of this resolution shall be sent to Jonathan Cerniglia of Toll Brothers Land Development, 100 Willow Brook Road, Suite 200, Freehold, NJ 07728.

61-2025 Resolution Awarding a Contract to Goosetown Communication for Six (6) Kenwood Mobil Truck Radio's for Use By The Montvale Fire Department Pursuant to NJ State Contract #83911

WHEREAS, the Borough has a need to procure Six (6) Kenwood Mobil Truck Radio's for use by the Montvale Fire Department; 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 Goosetown Communications for this equipment under State Contract #83911, a copy of which is attached hereto, in the total amount of \$63,157.92; and

WHEREAS, the Borough's Fire Chief has recommended that the Borough award this contract pursuant to the attached proposal; and

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

BOROUGH OF MONTVALE**JANUARY 28, 2025****NOW THEREFORE BE IT RESOLVED**, as follows:

The Borough of Montvale does approve the attached Quote from Goosetown Communications with offices located at 58 N. Harrison Ave, Congers, NY 10920 for Six (6) Kenwood Mobil Truck Radio's for use by the Montvale Fire Department.

The Mayor, Borough Clerk and/or Borough Administrator are hereby directed, authorized and empowered to execute an agreement with Goosetown Communications consistent with this resolution.

This resolution shall take effect immediately.

62-2025 Amending Resolution No. 175-2024 To Establish Recreational Fees for Year 2025

WHEREAS, The Recreation Department hereby establishes the programs, times and fees for various programs; and

WHEREAS, the Recreation Director has recommended that the following fees, programs, and times be revised as described; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following fees and programs and services be and are hereby established

TIME SCHEDULE FOR PICKLEBALL COURTS:

Weekdays and Weekends:

8:00AM - Dusk

<u>Program Name</u>	<u>Session Length</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>
30+ Basketball	Sept-May	\$75	\$95
	Jan-May	\$40	\$60
Adult Soccer	10 weeks	\$15	\$20
Golf Instruction	6 weeks	\$120	\$150
	8 weeks	\$150	\$170
Pickleball Instruction	6 weeks	\$120	\$150
	8 weeks	\$160	\$200
Summer Camp: Grades 1-5	4 weeks	\$500 per child \$1500 family max	\$600 per child \$1800 family max
Adventure Camp: Grades 6-7	4 weeks	\$650 per child	\$750 per child
Summer Camp Resident/Non-Resident	\$45 late charge for every 15 minutes a child is left under care after camp dismissal. Payment shall be made directly to the Camp Director or Asst. Director and turned over to the Borough of Montvale. Camp financial assistance fee amounts will be at the discretion of the Recreation Director.		
<u>Program Name</u>	<u>Session Length</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>

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Multisport Camp by TGA	1 week (Full Day)	\$90	\$120
	1 week (Half Day)	\$60	\$90
The Way- The Art of Life	8 weeks (@ 2 classes per week)	\$120	\$180
Tai Chi	8 weeks	\$80	\$100
Montvale Senior Club Tai Chi Discount:	8 weeks	\$40	\$40
Tennis Lessons	6 weeks	\$120	\$150
	8 weeks	\$160	\$200
Tennis Badges			
Adult (Ages 18-61)	January-December (weather permitting)	\$30	\$60
Child (Ages 17 & Younger)	January-December (weather permitting)	\$10	\$20
Family Max	January-December (weather permitting)	\$60	\$120
Seniors (Ages 62 & Up)	January-December (weather permitting)	\$15	\$30
		\$10 Fee for Replacement Tennis Badge	
Basketball Badges			
Adult (Ages 18-61)	Residents: Lifetime Non-Residents: January-December	Free	\$25
Child (Ages 17 & Younger)	Residents: Lifetime Non-Residents: January-December	Free	\$15
Seniors (Ages 62 & Older)	Residents: Lifetime Non-Residents: January-December	Free	\$10
		\$5 Fee for Replacement Basketball Badge	
Pickleball Badges			
Adult (Ages 18-61)	January-December (weather permitting)	\$30	\$100
Child (Ages 17 & Younger)	January-December (weather permitting)	\$10	\$30
Seniors (Ages 62 & Older)	January-December (weather permitting)	\$15	\$100
Family Maximum		\$60	\$200
		\$10 Fee for Replacement Pickleball Badge	
Ultimate Frisbee	6 weeks	\$75	\$95
	8 weeks	\$100	\$120

BOROUGH OF MONTVALE**JANUARY 28, 2025**

Volleyball- Adult	January-May	\$240	\$260
Volleyball- Girls	10 weeks	\$200	\$250
Women's Softball- Adult	April - August	\$60	\$80
Yoga	8 weeks	\$80	\$100
Yoga Mini Session	4 weeks	\$40	\$100
Youth Theater	September-December	\$10	\$50

WHEREAS, Borough Owned Recreational Fields and Facilities shall be scheduled by the Borough of Montvale Field Coordinator; and

WHEREAS, Montvale Athletic League ("MAL"), Montvale Recreation and Pascack Hills High School shall have first priority field scheduling use and shall provide a schedule to the Field Coordinator no later than February 1 and June 1 for the respective Spring and Fall seasons.

WHEREAS, MAL, Recreation, Pascack Hills High School and churches are exempt from payment of fees relating to field use.

<u>Facilities</u>	<u>Fee</u>	<u>Resident Team/Corporation</u>	<u>Non-Resident Team/Corporation</u>
Ballfields: Baseball or Softball (Memorial, Fieldstone or LaTrenta)	Per Hour Per Field (2 hour minimum)	\$25	\$50
Turf Fields: Soccer or Lacrosse (Fieldstone)	Per 2 Hour Time Slot Per Field	\$75 (full field) \$50 (half field)	\$150 (full field) \$100 (half field)
Basketball Courts: (Memorial)	Per Hour: Court #2 Only	\$25	\$50
Tennis Courts: (Memorial or LaTrenta) *Two court maximum reservation at any one location	Per Hour Per Court	\$25	\$50
Pickleball Courts: (Memorial)	Per Hour Per Court	\$25	\$50

Field and Facility Permit Regulations

MAL endorsed programs in sports that are not offered by MAL, and which have Montvale residents participating, shall be charged the resident fee for field use.

Resident Corporation: Any company that owns or leases commercial within the borough.

Non-Resident Corporation: Any company that does not own or lease commercial space within the borough.

Residential Team: Any athletic team comprised of at least 75% of its roster with Montvale residents.

Non-Residential Team: Any team not having at least 75% of its roster filled with Montvale residents.

Time Slot: An uninterrupted 1 or 2 hour time period or any part thereof, that a field/facility is being used by an approved team.

Season: Spring season will begin March 1 and end August 30. Fall season will begin September 1 and end December 31.

Field/Facility users who provide 7 days or more notice of changes in their scheduled use can receive a time credit if the scheduled hours are decreased. Any changes in field schedules without 7-day notice will not receive a time credit for unused field time. Time credits are only valid for the existing season and the following season.

Lightning Detection Credit Policy: If the lightning detector activates with less than 50% of scheduled time elapsed for that date, the organization shall receive a credit for that day's scheduled timeslot. If the lightning detector activates after 50% of the scheduled time has elapsed, no time credit will be granted.

Payment is required prior to use on all fields or no field use will be granted.

Once field use requests are received in full by February 1st for Spring season and June 1st for Fall season, field use will be established with the following order of preference:

Montvale Athletic League, Recreation and Pascack Hills High School

Resident: Not-For-Profit Entity

Resident: For Profit Entity

Non-Resident: Not-For-Profit Entity

Non-Resident: For-Profit Entity

WHEREAS, it is the Borough of Montvale's intention by the adoption of this resolution that if any prior established fee is in conflict with fee schedule the fees set forth in this fee schedule shall be the fees charged and any conflicting prior fee is hereby superseded, repealed and replaced with the fees adopted pursuant to this resolution.

63-2025 A Resolution Authorizing Appointment of Municipal Representatives To The Bergen County Community Development Regional Committee

WHEREAS, the Municipality of Borough of Montvale has entered into a three-year Cooperative Agreement with the County of Bergen as provided under the Interlocal Services Act N.J.S.A. 40A:65-1 et seq. and Title 1 of the Housing and Community Development Act of 1974; and

WHEREAS, said Agreement requires that the Municipal Council to appoint a representative and alternate and that the mayor appoint a representative and alternate for the FY 2024-2025 term starting July 1, 2024 and ending on June 30, 2025.

NOW THEREFORE, BE IT RESOLVED that the Municipal Council hereby appoints Joseph Voytus as its representative and Councilmember Dieter Koelling as its alternate and that the Mayor hereby appoints Councilmember Timothy Lane as his representative and Councilmember Douglas Arendacs as his alternate to serve on the Community Development Regional Committee for FY 2024-2025; and

BE IT FURTHER RESOLVED that an original, certified copy of this resolution be immediately emailed to Robert G. Esposito, Director; Bergen County Division of Community Development at resposito@co.bergen.nj.us

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

RESOLUTIONS:**64-2025 Resolution Of The Borough Of Montvale Committing To Round 4 Present And Prospective Need Affordable Housing Obligations**

WHEREAS, the Borough has a demonstrated history of voluntary compliance with its constitutional affordable housing obligations as evidenced by its Prior Round Compliance Certification from the Council on Affordable Housing ("COAH"); and

WHEREAS, pursuant to In re N.J.A.C. 5:96 and 5:97, 221 N.J. 1 (2015) (Mount Laurel IV), on July 6, 2015, the Borough of Montvale (hereinafter "Montvale" or the "Borough") filed a Declaratory Judgment Complaint in Superior Court, Law Division seeking, among other things, a judicial declaration that its Housing Element and Fair Share Plan (hereinafter "Fair Share Plan"), to be amended as necessary, satisfies its "fair share" of the regional need for low and moderate income housing pursuant to the "Mount Laurel doctrine;" and

WHEREAS, that culminated in a Court-approved Housing Element and Fair Share Plan and a Final Judgment of Compliance and Repose, which precludes builder's remedy lawsuits until July 1, 2025; and

WHEREAS, Montvale's Judgement of Compliance and Repose for Round 3 assigned the Borough an RDP of 181 units; and

WHEREAS, the Borough has in fact overseen the actual construction and crediting of 191 units of affordable housing in Round 3, exclusive of bonus credits, evidencing the Borough's commitment to the satisfaction of its affordable housing obligations; and

WHEREAS, the Borough presently has a surplus of 44 credits which may be applied to satisfy "any future changed circumstances, which would result in an increase in the Borough's RDP;" and

WHEREAS, by letter dated August 4, 2020, to Superior Court Judge Gregg A. Padovano, J.S.C., Joshua D. Bauers, Esq. of Fair Share Housing Center recognized Montvale's laudable efforts in Round 3, identifying Montvale as a community that is "actually...creating affordable housing [and] not just belated and incomplete plans to build it in the future"; and

WHEREAS, Mr. Bauers also recognized that "Montvale has fulfilled promises and is sending out advertisement for leasing completed affordable housing"; and

WHEREAS, Mr. Bauers further acknowledged that "Montvale has seen to the construction of actual affordable homes, with many more on the way and under construction"; and

WHEREAS, on March 20, 2024, Governor Murphy signed into law P.L. 2024, c.2 (hereinafter "A4"); and

WHEREAS, A4 calculates the size of the regional affordable housing need as follows "projected household change for a 10-year-round in a region shall be estimated by establishing the household change experienced in the region between the most recent federal decennial census, and the second-most recent federal decennial census. This household change, if positive, shall be divided by 2.5 to estimate the number of low- and moderate-income homes needed to address low- and moderate-income household change in the region, and to determine the regional prospective need for a 10-year-round of low and moderate-income housing obligations..."; and

WHEREAS, this means that according to A4 the regional need equates to 40% of regional household growth; and

WHEREAS, said regional household growth includes growth in the region, including urban aid municipalities that are exempt from any prospective need obligations; and

WHEREAS, the 1985 version of the Fair Housing Act and A4 both prohibit a result that would compel a municipality to spend its own money on compliance; and

WHEREAS, the theory which permits a municipality to meet its obligations without municipal subsidy is zoning for "inclusionary zoning"; and

WHEREAS, inclusionary zoning most typically requires a 15% or 20% set aside; and

WHEREAS, it is not clear how a regional need predicated upon 40% of anticipated growth can be met with 15-20% set asides and without municipal subsidy; and

WHEREAS, this is exacerbated by the fact that certain other municipalities in the region have an allocation of 0% of the need, irrespective of the growth in that particular municipality; and

WHEREAS, in Region 1, in which Montvale is located, fully 75% of the regional household growth was generated by municipalities that have been allocated 0% of the region's prospective need obligation; and

WHEREAS, A4 yields a statewide new construction obligation of over 8,400 affordable units per year; and

WHEREAS, this is a substantially higher annual number than was imposed by COAH in the "Prior Round" or any iteration of its Round 3 regulations; and

WHEREAS, A4 determines the size of the regional need, but does not calculate allocation of the need to individual municipalities; and

WHEREAS, instead, A4 required the Department of Community Affairs ("DCA") to produce non-binding estimates of need on or before October 20, 2024, which it did provide on October 18, 2024 ("DCA Report"); and

WHEREAS, the DCA Report estimates the Borough's Round 4 (2025-2035) obligations as follows:

Present Need or Rehabilitation Obligation: 30

Prospective Need or New Construction Obligation: 348; and

WHEREAS, A4 further provides that, irrespective of the DCA's non-binding estimate, municipalities are to determine "present and prospective fair share obligation(s)...by binding resolution no later than January 31, 2025"; and

WHEREAS, the Borough accepts the conclusions in the DCA Report with respect to the Present Need, Equalized Nonresidential Valuation Factor and Income Capacity Factor; and

WHEREAS, the Borough rejects the nonbinding calculation from the DCA with respect to the Land Capacity Factor and ultimately, to the nonbinding estimate of Prospective Need, for the Borough of Montvale; and

WHEREAS, after receiving the DCA Report, the Borough Planner noted significant errors in the DCA's mapping and estimate of the Borough's Land Capacity Factor; and

WHEREAS, the Borough did thereafter authorize Borough Planner Darlene A. Green, P.P., AICP, to analyze the DCA Report with respect to the Land Capacity Factor and to render an expert opinion with respect to the amount of vacant and developable land within the Borough of Montvale; and

WHEREAS, Ms. Green issued a report dated January 21, 2025, which analyzed every area that had been identified by the DCA as developable within the Borough, a copy of which report is attached hereto and expressly made a part hereof; and

WHEREAS, Ms. Green's report determined that of the twenty-four (24) areas deemed "developable," by DCA, in fact only two (2) separate areas on one lot are actually vacant and developable; and

WHEREAS, Ms. Green further determined that as a result of the DCA's reliance upon incomplete and/or inaccurate data, the Borough's Land Capacity Factor as calculated by the DCA was significantly overstated; and

WHEREAS, Ms. Green determined that the Borough of Montvale presently has only 0.804081 developable acres; and

WHEREAS, revising the Borough's "Land Use/Land Cover Methodology Land Area" in the DCA's Fourth Round Calculation Workbook with more accurate and reliable data results in a reduction in Montvale's Land Capacity Factor to 0.04%; and

WHEREAS, as a result of this reduction in the Borough's Land Capacity Factor, the Borough's Average Allocation Factor is reduced to 0.63%; and

WHEREAS, when this Average Allocation Factor is applied to the Regional Need, the Borough of Montvale's calculated Fourth Round Prospective Need Obligation is 176; and

WHEREAS, Section 3 of A4 provides that: "the municipality's determination of its fair share obligation shall have a presumption of validity, if established in accordance with sections 6 and 7" of A4; and

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WHEREAS, Borough's calculation of need is entitled to a "presumption of validity" because it complies with Sections 6 and 7 of A4; and

WHEREAS, the Borough of Montvale does hereby submit the following calculations of its Round 4 obligations:

Present Need or Rehabilitation Obligation: 30
Prospective Need or New Construction Obligation: 176; and

WHEREAS, the Borough specifically reserves the right to adjust those numbers based on one or any of the foregoing adjustments: 1) a windshield survey or similar survey which accounts for a higher-resolution estimate of present need; 2) an updated Vacant Land Adjustment predicated upon a lack of vacant, developable and suitable land; 3) a Durational Adjustment (whether predicated upon lack of sewer or lack of water); and/or 4) an adjustment predicated upon regional planning entity formulas, inputs or considerations, including, but not limited to the Highlands Regional Master Plan and its build out, the Pinelands or Meadowlands regulations and planning document; and

WHEREAS, in addition to the foregoing, the Borough specifically reserves all rights to revoke this resolution and commitment in the event of a successful challenge to A4 in the context of the Montvale case (MER-L-1778-24), any other such action challenging A4, or any legislation adopted and signed into law by the Governor of New Jersey that alters the deadlines and/or requirements of A4; and

WHEREAS, in addition to the foregoing, the Borough reserves the right to take a position that its Round 4 Present or Prospective Need Obligations are lower than described herein in the event that a third party challenges the calculations provided for in this Resolution (a reservation of all litigation rights and positions, without prejudice); and

WHEREAS, in addition to the foregoing, nothing in A4 requires or can require an increase in the Borough's Round 4 Present or Prospective Need Obligations based on a successful downward challenge of any other municipality in the region since the plain language and clear intent of A4 is to establish, for example, unchallenged numbers by default on March 1, 2025; and

WHEREAS, in light of the above, the Mayor and Council finds that it is in the best interest of the Borough of Montvale to declare its obligations in accordance with this resolution; and

NOW, THEREFORE, BE IT RESOLVED on this 28 day of January, by the Council of the Borough of Montvale, Bergen County, State of New Jersey, as follows:

1. All of the above Whereas Clauses are incorporated into the operative clauses of this resolution.

2. The Mayor and Council of the Borough of Montvale do hereby commit to the following calculations of its Round 4 obligations:

Present Need or Rehabilitation Obligation: 30
Prospective Need or New Construction Obligation: 176

3. The above calculations are submitted subject to all reservations of rights, which specifically include:

a) The right to adjust the number based on a windshield survey, lack of land, sewer, water, regional planning inputs, or any combination thereof;

b) All rights to revoke this resolution in the event of a successful legal challenge, or legislative change, to A4;

c) All rights to take any contrary position in the event of a third-party challenge to the obligations.

4. The Borough hereby directs its Affordable Housing Counsel to (a) file this Resolution with the "Program" pursuant to the requirements in A4.

5. This resolution shall take effect immediately, according to law.

Introduced by: Councilmember Lane; seconded by Councilmember Roche - a roll call was taken - all ayes Borough Attorney stated this resolution is in response to the new statute required by the DCA, our Borough Planner reviewed the properties that were developable and made corrections resulting in a significant difference which this resolution reflects. The DCA's numbers were 348 and our Planner's numbers were 176

65-2025 RE: Temporary Capital Budget

WHEREAS, the Borough of Montvale deems it necessary and desirable to provide for capital projects prior to the introduction of the 2025 Municipal Budget which may be introduced on the 25th day of March 2025; and

WHEREAS, N.J.A.C. 5:30-4.4(b) provides that an amendment to the Capital Budget must be approved by resolution of the governing body to either change priority of a specific project and use such funds for an unrelated project and/or to fund new projects not previously considered.

NOW, THEREFORE, BE IT RESOLVED by the Mayor & Borough Council of the Borough of Montvale, in the County of Bergen, State of New Jersey that the following temporary Capital budget sections of the 2025 Municipal Budget be approved:

CAPITAL BUDGET OF THE BOROUGH OF MONTVALE, NEW JERSEY Projects Scheduled for 2025 Method of Financing

	PLANNED FUNDING SERVICES FOR CURRENT YEAR						
	<u>Estimate d Cost</u>	<u>CY Budget Appropriatio n</u>	<u>Capital Improvement Fund</u>	<u>Capital Surplu s</u>	<u>Grants in Aid/Othe r Funds</u>	<u>Debt Authorize d</u>	<u>Funde d in Future Years</u>
Acquisition and upfit of a sport utility vehicle for the police department	\$32,000	-0-	\$32,000	-0-	-0-	-0-	-0-

BE IT FURTHER RESOLVED that a Certified Copy of this Resolution shall be filed with the Director of the Division of Local Government Services through the FAST Portal.

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

66-2025 Authorize Hiring - Crossing Guard Alternate – Michael Lethbridge

WHEREAS, the Montvale Police Department desires to hire a crossing guard in the Borough of Montvale; and,

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WHEREAS, Michael Lethbridge has met the qualifications for this position, agrees to the terms and conditions of employment; and

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that the above-named individual is hereby appointed to the position of Crossing Guard, effective January 28, 2025

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

67-2025 Local Recreation Improvement Grant for Shade Structure at Huff Park

WHEREAS, the Borough of Montvale desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$ 100,000.00 to carry out a project to construct a shade structure at Huff Park for the Huff Park Improvements; and

BE IT THEREFORE RESOLVED, that the Borough of Montvale does hereby authorize the application for such a grant; and, recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Montvale and the New Jersey Department of Community Affairs; and

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Introduced by: Councilmember Lane; seconded by Councilmember Cudequest - 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

ENGINEER'S REPORT: Carl O'Brien

The plans for the NJDOT Woodland Road project have been approved and will prepare to go out for bid; 2025 Road Program will consist of the following roads Terry Court, Stag Hill Road, Jules Court and crosswalk at DePiero and Philips Pkwy; had a meeting with the County to discuss 5 ongoing intersection projects; Huff Park will be submitted this Friday. Major Field plans will be submitted this Friday.

ATTORNEY REPORT: Dave Lafferty

No Report

ADMINISTRATOR REPORT: Joe Voytus

Water leak at LaTrenta fieldhouse – still assessing damage

UNFINISHED BUSINESS:

- Discussion – County Tax Board Approval of Revaluation

This was our official notice from the County Tax Board that a Revaluation must be performed by end of 2026.

NEW BUSINESS:

- Discussion – Bob Hanrahan – Community Service Application

After a brief discussion, councilmembers decided the Environmental Commission can use the form.

- Discussion – Town-Wide Garage Sale – Councilmember Roche

Councilmember Roche stated that the Special Events committee had suggested a town-wide garage sale and Councilmembers agreed it would be a great idea. Will check with the police department for their comments.

- Town Hall Meeting for Seniors

Councilmember Cudequest mentioned that the seniors would like to have another town hall meeting at the community center sometime in the Spring; they will come up with possible dates.

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

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

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

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

No Public Comment

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

ADJOURNMENT:

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

Meeting adjourned at 8:02pm

Regular Meeting of the Mayor & Council will be held at 7:30pm on Thursday, February 13, 2025

Respectfully submitted, Frances Scordo, Municipal Clerk

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 68-2025**

Re: A Resolution Awarding a Contract to Motorola Solutions, Inc. for Communication System Pursuant to NJ State Contract #83909 for Use by the Montvale Police Department

WHEREAS, the Borough of Montvale has authorized a contract to acquire a 2024 Dodge Charger (WDEE75) Police AWD for use by the Montvale Police Department; and

WHEREAS, the Borough of Montvale has a need to procure a new vehicle radio communication system to be installed in the new vehicle ; 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 the radio equipment, a copy of which is attached hereto, in the total amount of \$8,250.14 under NJ State Contract #83909; 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., 123 Tice Boulevard, Woodcliff Lake, New Jersey 07677 for radio communication system 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.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor



QUOTE-2895914
Montvale PD (APX8500) 01

Billing Address:
MONTVALE, BOROUGH OF
1 MEMORIAL DR
MONTVALE, NJ 07645
US

Quote Date:11/14/2024
Expiration Date:01/13/2025
Quote Created By:
James Zwolinski
jzwolinski@goosetown.com

End Customer:
MONTVALE, BOROUGH OF
Chris Hawkin

Contract # 83909
Customer to install.

Line	Item Number	Description	Qty	List Price	Sale Price	Ex. Sale Price
APX™ 8500						
1	M37TSS9PW1AN	APX8500 ALL BAND MP MOBILE	1	\$5,894.00	\$4,420.50	\$4,420.50
1a	G996AS	ENH: OVER THE AIR PROVISIONING	1	\$110.00	\$82.50	\$82.50
1b	GA00580AA	ADD: TDMA OPERATION	1	\$495.00	\$371.25	\$371.25
1c	GA01513AB	ADD: ALL BAND MOBILE ANTENNA (7/8/V/U)	1	\$105.00	\$78.75	\$78.75
1d	G51AT	ENH:SMARTZONE	1	\$1,650.00	\$1,237.50	\$1,237.50
1e	G78AT	ENH: 3 YEAR ESSENTIAL SVC	1	\$288.00	\$288.00	\$288.00
1f	GA01606AA	ADD: NO BLUETOOTH/ WIFI/GPS ANTENNA NEEDED	1	\$0.00	\$0.00	\$0.00
1g	B18CR	ADD: AUXILIARY SPKR 7.5 WATT APX	1	\$66.00	\$49.50	\$49.50
1h	G444AH	ADD: APX CONTROL HEAD SOFTWARE	1	\$0.00	\$0.00	\$0.00
1i	G67EH	ADD: REMOTE MOUNT E5 MP	1	\$327.00	\$245.25	\$245.25
1j	GA01517AA	DEL: NO J600 ADAPTER CABLE NEEDED	1	\$0.00	\$0.00	\$0.00
1k	G806BL	ENH: ASTRO DIGITAL CAI OP APX	1	\$567.00	\$425.25	\$425.25
1l	GA01670AA	ADD: APX E5 CONTROL HEAD	1	\$717.00	\$537.75	\$537.75
1m	W22BA	ADD: STD PALM MICROPHONE APX	1	\$79.00	\$59.25	\$59.25



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc. 500 West Monroe, United States - 60661 ~ #: 36-1115800



MOTOROLA SOLUTIONS

QUOTE-2895914
Montvale PD (APX8500) 01

Line	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
1n	QA09113AB	ADD: BASELINE RELEASE SW	1	\$0.00	\$0.00	\$0.00
1o	G193AK	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	1	\$0.00	\$0.00	\$0.00
1p	G361AH	ENH: P25 TRUNKING SOFTWARE APX	1	\$330.00	\$247.50	\$247.50
2	LSV00Q00202A	DEVICE PROGRAMMING	1	\$207.14	\$207.14	\$207.14

Grand Total

\$8,250.14(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



MOTOROLA SOLUTIONS

Purchase Order Checklist

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the Legal/ Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Bill To Contact Name & Phone # and EMAIL for customer accounts payable dept

Ship To Contact Name & Phone #

Tax Exemption Status

Signatures (As required)

Search...

Bid Solicitation:



Advanced Search

Supplier Registration

Sign In

Results

1-1 of 1

1



Contract #	Bid #	Description	Vendor	Type Code	Dollars Spent to Date	Organization	Status	Begin Date	End Date
<u>83909</u>		T0109 - RADIO COMM UNICAT ION EQUIPM ENT AND ACCESS ORIES	Motorola Solutions	RFP/NJC OOP	\$105,09 3,795.4 3	Division of Purchas e and Propert y	3PS - Sent	05/01/2 013	04/30/2 025

1-1 of 1

1



Exit



MOTOROLA SOLUTIONS

QUOTE-2895914

11/14/2024

MONTVALE, BOROUGH OF
1 MEMORIAL DR
MONTVALE, NJ 07645

RE: Motorola Quote for Montvale PD (APX8500) 01

Dear Chris Hawkin,

Motorola Solutions is pleased to present MONTVALE, BOROUGH OF with this quote for quality communications equipment and services. The development of this quote provided us the opportunity to evaluate your requirements and propose a solution to best fulfill your communications needs.

This information is provided to assist you in your evaluation process. Our goal is to provide MONTVALE, BOROUGH OF with the best products and services available in the communications industry. Please direct any questions to James Zwolinski at jzwolinski@goosetown.com.

We thank you for the opportunity to provide you with premier communications and look forward to your review and feedback regarding this quote.

Sincerely,

James Zwolinski

Motorola Solutions Manufacturer's Representative

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 69-2025**

Re: A Resolution Awarding a Contract to East Coast Emergency Lighting, Inc. Pursuant to State Contract WHELEN #17-FLEET-00719 for the Purchase of Various Equipment for the Police Department's New 2024 Dodge Durango

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

WHEREAS, the Borough has a need to procure certain equipment to be installed in the new vehicle; 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 East Coast Emergency Lighting, Inc. pursuant to State Contract WHELEN #17-FLEET-00719 for said equipment in the total amount of \$21,899.58; 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 hereby accepts the January 30, 2025 Quote from East Coast Emergency Lighting, Inc., 200 Mecco Drive, Millstone Twp., New Jersey 08535, for the aforementioned equipment.
2. The Mayor, Borough Clerk and/or Borough Administrator are hereby directed, authorized and empowered to execute an agreement with East Coast Emergency Lighting consistent with this resolution and all the conditions applicable to State Contract WHELEN #17-FLEET-00719 and subject to approval by the Borough Attorney.
3. This resolution shall take effect immediately.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor



East Coast Emergency Lighting, Inc.
200 Meco Drive
Millstone Township, New Jersey 08535
732-940-2211

Estimate

Date	Estimate No.
1/30/2025	43984

Customer Information	Ship To Location
Borough of Montvale 12 DePiero Drive Montvale, NJ 07645	INSTALL @ TAPPAN

P.O. No.	Sale Type	Installation Shop	Contract	Rep	Created By
	For Installation	Tappan, NY	NJ State Contract	TH	TH

Item	Description	Quantity	Cost	Amount
	2024 Durango NJ STATE CONTRACT WHELEN #17-FLEET-00761			
EB2DEDE	LEGACY WCX 54" RW/BW/RW/BW	1	3,850.00	3,850.00
GBDL	LEGACY OPT. ADD 1 LONG RED/WHT	4	0.00	0.00
GBDLE	LEGACY OPT. ADD 1 LONG BLU/WHT	4	0.00	0.00
GBAWD	LEGACY OPT ADD 1 WARN/ALY R/W	1	0.00	0.00
GBAWE	LEGACY OPT ADD 1 WARN/ALY B/W	1	0.00	0.00
GBDLK	LEGACY OPT. ADD 1 LONG RED/AMB	4	0.00	0.00
GBDLM	LEGACY OPT. ADD 1 LONG BLU/AMB	4	0.00	0.00
ES2ME	54" LEGACY MIDNIGHT EDITION	1	0.00	0.00
MBAJ85	ADJ LIGHTBAR MT KIT #85 BLACK	1	0.00	0.00
C399	CENCOM CORE WCX CONTROL CENTER	1	0.00	0.00
C399K3	Whelen, OBDII CANPORT KIT DODGE - OBDII CANPort™ Installation Kit for C399 for 2018-2020 Ram 1500, 2021 Ram 2500, and 2018-2020 Dodge Charger and 2018-2022 Durango (Not for use with Core-RT™ and Core-ST™)	1	0.00	0.00
CCTL6	Whelen WeCanX KNOB/SLIDE CONTROL HEAD	1	0.00	0.00
SAK54CM	Dodge Durango, 2015-2022, Center Mount, for One or Two Speakers (Replaces SAK54)	1	0.00	0.00
SA315P	SA315P SPEAKER, BLACK PLASTIC ***ALL ABOVE INCLUDED IN PROMO PACKAGE PRICING***	1	0.00	0.00
	[Forward Warning]			
XTLI3JC	WHELEN ION-T LINEAR TRIO R/B/W SMOKE - Grille	4	127.60	510.40
TIONBKT1	ION T-SERIES UNIVERSAL MOUNT	4	11.00	44.00

Special Order Items - Cannot be cancelled, exchanged or returned.	Total
This estimate shall be valid for 60 days. Any verbal change to this estimate is not binding unless agreed to by both the customer and East Coast Emergency Lighting, Inc.	



East Coast Emergency Lighting, Inc.
200 Mecco Drive
Millstone Township, New Jersey 08535
732-940-2211

Estimate

Date	Estimate No.
1/30/2025	43984

Customer Information	Ship To Location
Borough of Montvale 12 DePiero Drive Montvale, NJ 07645	INSTALL @ TAPPAN

P.O. No.	Sale Type	Installation Shop	Contract	Rep	Created By
	For Installation	Tappan, NY	NJ State Contract	TH	TH

Item	Description	Quantity	Cost	Amount
XTLI3JC	[Side Warning] WHELEN ION-T LINEAR TRIO R/B/W SMOKE - Front Bumper Intersection	2	127.60	255.20
TCRWX5	WeCanX TRACER 5-LAMP HOUSING	2	645.15	1,290.30
TCRXXPJC	WCX TRACER PRIMARY TRIO RBW/SM	2	70.95	141.90
TCRXXSJC	WCX TRACER 2NDARY TRIO RBW/SMK	8	70.95	567.60
TCRB44	TRACER MTG KIT DODGE DURANGO	2	30.25	60.50
PSJC3FCR	MEGA T-SERIES TRIO FLASHER RBW - Side Cargo Windows	2	128.15	256.30
PSBKT90	STRIP-LITE+ 90 DEG MT KIT	2	17.60	35.20
BS44Z	[Rear Warning] I-E RST WCX 10-LT S/D DURANGO	1	838.75	838.75
ISDK	INNER EDGE FST/RST DUO RED/AMB	5	34.65	173.25
ISDM	INNER EDGE FST/RST DUO BLU/AMB	5	34.65	173.25
XTLI3JC	WHELEN ION-T LINEAR TRIO R/B/W SMOKE - 2 mounted by LP, 2 mounted to sides of rear bumper	4	127.60	510.40T
TLI2J	ION T-SERIES LINEAR DUO R/B	2	109.45	218.90T
CEXAMP	[Core Peripherals] WeCan EXTERNAL AMPLIFIER	1	206.80	206.80
CHWLDD36	WCX LO FREQ SIREN AMP DURANGO	1	415.80	415.80
SA315P	SA315P SPEAKER, BLACK PLASTIC	1	226.60	226.60
CEM16	WeCanX 16 OUTPUT EXPANSION MOD	4	160.60	642.40
CV2V	VEHICLE-TO-VEHICLE SYNC MODULE	1	204.05	204.05
W-INSTALL	WHELEN NEW JERSEY STATE CONTRACT INSTALL	40	78.00	3,120.00

Special Order Items - Cannot be cancelled, exchanged or returned.

This estimate shall be valid for 60 days. Any verbal change to this estimate is not binding unless agreed to by both the customer and East Coast Emergency Lighting, Inc.

Total



East Coast Emergency Lighting, Inc.
200 Mecco Drive
Millstone Township, New Jersey 08535
732-940-2211

Estimate

Date	Estimate No.
1/30/2025	43984

Customer Information	Ship To Location
Borough of Montvale 12 DePiero Drive Montvale, NJ 07645	INSTALL @ TAPPAN

P.O. No.	Sale Type	Installation Shop	Contract	Rep	Created By
	For Installation	Tappan, NY	NJ State Contract	TH	TH

Item	Description	Quantity	Cost	Amount
C-VS-2300-DUR	NJ STATE CONTRACT HAVIS #17-FLEET-00719 Vehicle-Specific 23" Console for 2021-2022 Dodge Durango Pursuit	1	374.38	374.38
CUP2-1001	Self-Adjusting Double Cup Holder	1	43.55	43.55
C-ARM-102	Side Mount Armrest	1	61.10	61.10
C-EB40-CCS-1P	Havis 1-Piece Equipment Mounting Bracket, 4" Mounting Space, Fits Whelen Cencom CCSRN, CCSRNTA, MPC03	1	0.00	0.00
C-EB25-XTL-1P	1-Piece Equipment Mounting Bracket, 2.5" Mounting Space, Fits Motorola XTL2500, XTL5000-05, APX-7500, APX-8500	1	0.00	0.00
C-HDM-426	Internal Pole Mount for 2021 Dodge Durango Console	1	27.30	27.30
C-HDM-214	8.5" Heavy Duty Telescoping Pole, Side Mount	1	119.60	119.60
C-FP-2-EC	EAST COAST LOGO FACEPLATE	1	0.00	0.00
C-FP-4	4" Filler Plate	2	0.00	0.00
C-FP-25	2-1/2" Filler Plate	1	0.00	0.00
Installation	INSTALLATION OF ABOVE HAVIS EQUIPMENT	10	90.00	900.00
1K0574DUR11FSR	SETINA (NON-CONTRACT) "Single Prisoner Transport Partition #6VS Stationary Window Coated Polycarbonate FOR USE WITH: - Setina Replacement Seat"	1	1,053.15	1,053.15
QK0634DUR11	Dodge Durango; Setina Transport Seat; Full Replacement Transport Seat, TPO Plastic with Center Pull Seat Belts	1	866.15	866.15
QK0491DUR11	TPO Floor Pan	1	237.15	237.15

Special Order Items - Cannot be cancelled, exchanged or returned.	Total
This estimate shall be valid for 60 days. Any verbal change to this estimate is not binding unless agreed to by both the customer and East Coast Emergency Lighting, Inc.	



East Coast Emergency Lighting, Inc.
200 Mecco Drive
Millstone Township, New Jersey 08535
732-940-2211

Estimate

Date	Estimate No.
1/30/2025	43984

Customer Information	Ship To Location
Borough of Montvale 12 DePiero Drive Montvale, NJ 07645	INSTALL @ TAPPAN

P.O. No.	Sale Type	Installation Shop	Contract	Rep	Created By
	For Installation	Tappan, NY	NJ State Contract	TH	TH

Item	Description	Quantity	Cost	Amount
DK0100DUR11	Dodge Durango, Setina Door Panels, TPO Plastic, Installs over OEM Door Panels	1	279.65	279.65
WK0514DUR11H	SETINA WINDOW BARRIER VS STEEL HORIZONTAL 11-23 DURANGO REQUIRED: STOCK OR TPO DOOR PANEL (SOLD SEPARATELY)	1	279.65	279.65
TK1460DUR11	E-Z Lift Cargo Deck with Tray	1	1,002.15	1,002.15
PK0316DUR112...	#12VS Coated Poly Partition	1	551.65	551.65
Installation	INSTALLATION OF ABOVE SETINA EQUIPMENT	10	75.00	750.00
Installation	INSTALL OF CUSTOMER SUPPLIED RADIO AND ANTENNA	4	75.00	300.00
Installation	INSTALLATION OF CUSTOMER SUPPLIED MODEM	2	75.00	150.00
Installation	INSTALLATION OF CUSTOMER SUPPLIED FLASHLIGHT CHARGER	1.5	75.00	112.50
Installation	INSTALLATION OF CUSTOMER SUPPLIED E-TICKET PRINTER	2	75.00	150.00
Installation	INSTALLATION OF CUSTOMER SUPPLIED CAMERA SYSTEM	10	75.00	750.00
Installation	INSTALLATION OF CUSTOMER SUPPLIED GUNLOCK	2	75.00	150.00

Special Order Items - Cannot be cancelled, exchanged or returned.	Total \$21,899.58
This estimate shall be valid for 60 days. Any verbal change to this estimate is not binding unless agreed to by both the customer and East Coast Emergency Lighting, Inc.	

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 70-2025**

A Resolution Authorizing a Contract with Motorola Solutions for One (1) All-Band Portable Radio Pursuant to State Contract #83909 for Fire Prevention Department

WHEREAS, the Fire Prevention Department has a need to acquire an all-band portable 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; and

WHEREAS, Motorola submitted a proposal to the Borough, a copy of which is attached hereto, in the total amount of \$9,866.74; 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., 123 Tice Boulevard, Woodcliff Lake, New Jersey 07677 for One (1) All-Band Portable 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.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor



QUOTE-2978502
Montvale Fire prevention (APX8000
01

Billing Address:
MONTVALE, BOROUGH OF
1 MEMORIAL DR
MONTVALE, NJ 07645
US

Quote Date:01/24/2025
Expiration Date:03/25/2025
Quote Created By:
James Zwolinski
jzwolinski@goosetown.com

End Customer:
MONTVALE, BOROUGH OF
John Kurz

AGREEMENT: STATE OF NEW JERSEY

Contract 83909
Customer to install charger

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
	APX™ 8000 Series	APX8000XE				
1	H91TGD9PW6AN	APX 8000 ALL BAND PORTABLE MODEL 2.5	1	\$7,392.00	\$5,544.00	\$5,544.00
1a	Q806CB	ADD: ASTRO DIGITAL CAI OPERATION	1	\$567.00	\$425.25	\$425.25
1b	Q361AN	ADD: P25 9600 BAUD TRUNKING	1	\$330.00	\$247.50	\$247.50
1c	Q667BB	ADD: ADP ONLY (NON-P25 CAP COMPLIANT) (US ONLY)	1	\$0.00	\$0.00	\$0.00
1d	QA02006AC	ENH: APX8000XE RUGGED RADIO	1	\$880.00	\$660.00	\$660.00
1e	QA00580AA	ADD: TDMA OPERATION	1	\$495.00	\$371.25	\$371.25
1f	Q58AL	ADD: 3Y ESSENTIAL SERVICE	1	\$184.00	\$184.00	\$184.00
1g	H38BS	ADD: SMARTZONE OPERATION	1	\$1,650.00	\$1,237.50	\$1,237.50
1h	QA09113AB	ADD: BASELINE RELEASE SW	1	\$0.00	\$0.00	\$0.00
1i	G996AP	ADD: PROGRAMMING OVER P25 (OTAP)	1	\$110.00	\$82.50	\$82.50
2	LSV00Q00202A	DEVICE PROGRAMMING	1	\$207.14	\$207.14	\$207.14
3	PMMN4135BTAA	XVP850 REMOTE SPEAKER MICROPHONE, WITH CHANNEL KNOB, TAA	1	\$558.00	\$446.40	\$446.40
4	NNTN7624C	CHARGER,CHR IMP VEH EXT NA/EU KIT	1	\$510.00	\$312.00	\$312.00



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 - #: 36-1115800



QUOTE-2978502
Montvale Fire prevention (APX800
01

Line #	Item Number	Description	Qty	List Price	Sale Price	Ext. Sale Price
5	NNTN8860B	CHARGER, SINGLE-UNIT, IMPRES 2, 3A, 115VAC, US/NA	1	\$186.50	\$149.20	\$149.20

Grand Total

\$9,866.74(USD)

Notes:

- Unless otherwise noted, this quote excludes sales tax or other applicable taxes (such as Goods and Services Tax, sales tax, Value Added Tax and other taxes of a similar nature). Any tax the customer is subject to will be added to invoices.



Any sales transaction following Motorola's quote is based on and subject to the terms and conditions of the valid and executed written contract between Customer and Motorola (the "Underlying Agreement") that authorizes Customer to purchase equipment and/or services or license software (collectively "Products"). If no Underlying Agreement exists between Motorola and Customer, then Motorola's Standard Terms of Use and Motorola's Standard Terms and Conditions of Sales and Supply shall govern the purchase of the Products.
Motorola Solutions, Inc.: 500 West Monroe, United States - 60661 ~ #: 36-1115800



Purchase Order Checklist NA OM

Marked as PO/ Contract/ Notice to Proceed on Company Letterhead
(PO will not be processed without this)

PO Number/ Contract Number

PO Date

Vendor = Motorola Solutions, Inc.

Payment (Billing) Terms/ State Contract Number

Bill-To Name on PO must be equal to the *Legal* Bill-To Name

Bill-To Address

Ship-To Address (If we are shipping to a MR location, it must be documented on PO)

Ultimate Address (If the Ship-To address is the MR location then the Ultimate Destination address must be documented on PO)

PO Amount must be equal to or greater than Order Total

Non-Editable Format (Word/ Excel templates cannot be accepted)

Tax Exemption Status

Signatures (As required)

NOTE: When an email order is submitted a confirmation is sent from Motorola AutoNotify referencing a case number.

Once checklist is complete, order still must go through **Order Validation/Credit Approval**

Search...

Bid Solicitation:



Advanced Search

Supplier Registration

Sign In

Results

1-1 of 1

1



Contract #	Bid #	Description	Vendor	Type Code	Dollars Spent to Date	Organization	Status	Begin Date	End Date
83909		T0109 - RADIO COMM UNICAT ION EQUIPM ENT AND ACCESS ORIES	Motorol a Solution s	RFP/NJC OOP	\$105,09 3,795,4 3	Division of Purchas e and Propert y	3PS - Sent	05/01/2 013	04/30/2 025

1-1 of 1

1



Exit

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 71-2025**

RE: Authorize Change Order No. 1 and Final Payment – NJDOT FY2023 Terkuile Road Resurfacing Project - American Asphalt & Trucking, LLC

WHEREAS, the Borough of Montvale awarded a contract via Resolution No.133-2024 to American Asphalt & Trucking, LLC 818 Summer Avenue, Newark NJ 07104 for the NJDOT FY2023 Terkuile Road Resurfacing Project; and

WHEREAS, the original contract amount was \$188,529.53; and

WHEREAS, the Borough Engineer, in a letter dated January 30 2025, which is attached to the original of this resolution and has been monitoring the project recommends in full detail the proposed Change Order #1 in the amount of a decrease (\$35,502.75); and

Contractor

Total Contract Amount Base Bid	\$ 188,529.53
Change Order #1	\$ (\$35,502.75)
Adjusted Total Contract Amount	\$ 153,026.78

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.

NOW THEREFORE BE IT RESOLVED, By the Governing Body of the Borough of Montvale authorizes Change Order #1 in the amount of a decrease (\$35,502.75) and payment to be issued in the amount of \$153,026.78.

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

Adopted: February 13, 2025

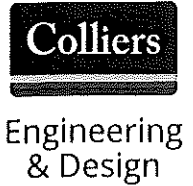
ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor

400 Valley Road, Suite 304
Mt. Arlington, New Jersey 07856
Main: 877 627 3772



January 30, 2025

Borough of Montvale
12 DePiero Drive
Montvale, New Jersey 07645
Attn: Joseph Voytus, Borough Administrator

NJDOT FY2023 Terkuile Road Resurfacing Project
Borough of Montvale Bergen County, NJ
Contract Change Order No. 1 (Final)
Colliers Engineering & Design Project No. MVB0054

Dear Mr. Voytus,

American Asphalt & Trucking, LLC. is the Contractor for the above-referenced project. The project has been completed and the total completed to date amount is \$153,026.78.

Original Contract Amount	\$ 188,529.53
<u>Change Order 1:</u>	<u>\$ (35,502.75)</u>
Adjusted Contract Amount	\$ 153,026.78

Change Order No. 1 (Final) represents a 18.83% decrease in the total contract cost. Therefore, the revised contract amount is adjusted to \$153,026.78. Our office recommends approval of Change Order No. 1 (Final) in the amount of **(\$35,502.75)**.

Thank you for your kind attention to this matter. Please contact me if you have any questions.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)

A handwritten signature in black ink that reads "Carl P. O'Brien".

Carl O'Brien, PE, PP, CME, CPWM
Geographic Discipline Leader

COB/mt

Cc: Mayor and Council (via Borough Clerk)
Fran Scordo, Borough Clerk
Christine Kalafut, Borough Treasurer
Christine Baker, Deputy Treasurer
Dave Lafferty, Esq., Borough Attorney
American Asphalt & Trucking, LLC

R:\Projects\M-MVB\MVB0054\Project Information\Bidding and Construction\Contractor Payments\Pay App #1\250130_Change Order
Recommendation_MVB0054.docx

CHANGE ORDER No. 1 (FINAL)

Project: NJDOT FY2023 Terkuile Road Resurfacing Project
 Project No.: MVB0054
 Date: 1/3/2025
 Municipality: BOROUGH OF MONTVALE
 County: BERGEN
 Contractor: American Asphalt & Trucking, LLC

In accordance with the project Supplementary Specification, the following are changes in the contract.
 Change order reflects the Base Bid as-built quantities except as listed on the attached:

CHANGE ORDER No. 1
BASE BID

EXTRAS

ITEM	DESCRIPTION	UNIT	CONTRACT QUANTITY	AS-BUILT QUANTITY	NET CHANGE	UNIT PRICE	AMOUNT
19	TRAFFIC STRIPES, 4"	LF	200	400.00	200.00	\$ 2.20	\$ 440.00
20	TRAFFIC MARKING LINES, 24"	LF	88	104.00	16.00	\$ 13.20	\$ 211.20
							1
TOTAL EXTRAS							\$ 651.20

REDUCTIONS

ITEM	DESCRIPTION	UNIT	CONTRACT QUANTITY	AS-BUILT QUANTITY	NET CHANGE	UNIT PRICE	AMOUNT
1	INLET FILTER, TYPE 2, 2' X 4'	UNIT	10	0	-10	\$ 0.01	\$ (0.10)
2	BREAKAWAY BARRICADE	UNIT	30	0	-30	\$ 0.01	\$ (0.30)
3	DRUM	UNIT	50	0	-50	\$ 0.01	\$ (0.50)
4	TRAFFIC CONE	UNIT	100	80	-20	\$ 0.01	\$ (0.20)
5	CONSTRUCTION SIGNS	SF	250	80	-170	\$ 0.01	\$ (1.70)
6	POLICE TRAFFIC DIRECTORS	HOUR	100	38.88	-61.12218	\$ 225.00	\$ (13,752.49)
7	FUEL PRICE ADJUSTMENT	DOLLAR	200	-1,923.75	-2123.75	\$ 1.00	\$ (2,123.75)
8	ASPHALT PRICE ADJUSTMENT	DOLLAR	400	0	-400	\$ 1.00	\$ (400.00)
10	HMA MILLING, 3" OR LESS	SY	8,442	8,390	-51.9	\$ 9.84	\$ (510.70)
11	HOT MIX ASPHALT PAVEMENT REPAIR	SY	845	0.00	-845	\$ 0.25	\$ (211.25)
12	HOT MIX ASPHALT 9.5M64 SURFACE COURSE	TON	1,267	909.85	-357.15	\$ 50.00	\$ (17,857.50)
15	RECONSTRUCTED MANHOLE, USING EXISTING CASTING	UNIT	1	0	-1	\$ 1,000.00	\$ (1,000.00)
16	REPAIR INTERIOR OF DRAINAGE STRUCTURE	UNIT	10	2.00	-8	\$ 1.00	\$ (8.00)
17	HOT MIX ASPHALT DRIVEWAY, 2" THICK	SY	55	36.00	-19	\$ 1.00	\$ (19.00)
21	RESET MANHOLE, SANITARY SEWER, USING EXISTING CASTING	UNIT	11	1	-10	\$ 1.00	\$ (10.00)
22	RESET MANHOLE, STORM SEWER, USING EXISTING CASTING	UNIT	2	1	-1	\$ 1.00	\$ (1.00)
23	TOPSOIL SPREADING, 6" THICK	SY	50	40	-10	\$ 1.00	\$ (10.00)
24	FERTILISING AND SEEDING, TYPE ERNMX-106	SY	50	40	-10	\$ 1.00	\$ (10.00)
25	STRAW MULCHING	SY	50	40	-10	\$ 1.00	\$ (10.00)
TOTAL REDUCTIONS							\$ (35,926.49)

SUPPLEMENTAL

S1	AIR VOIDS PENALTY	LS	0	-227.46	-227.46	\$ 1.00	\$ (227.46)
TOTAL SUPPLEMENTAL							\$ (227.46)

BASE EXTRAS = \$ 651.20
 BASE REDUCTIONS = \$ (35,926.49)
 BASE SUPPLEMENTALS = \$ (227.46)
 BASE TOTAL CHANGE = \$ (35,502.75)

Contractor _____

 Engineer _____

 Presiding Officer _____

 District Manager- Bureau of Local Aid _____

Date _____

 Date _____

 Date _____

 Date _____

Total Original Contract Amount: \$ 188,529.53
 Change Order No. 1: \$ (35,502.75)
 Adjusted Contract Amount: \$ 153,026.78
 % Change in Contract: -18.83%

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 72-2025**

**RE: Authorize Release of the Performance Surety Bond for – 160 Spring Valley Road, LLC
– The Alexa - Block 301; Lots 2 and 3 and Posting of Two-Year Maintenance Bond**

WHEREAS, 160 Spring Valley Road, LLC has requested release of their Performance Surety Bond; and

WHEREAS, a completed inspection of the site has been conducted by Colliers Engineering and takes no exception to the release of the Performance Surety Bond in the amount of \$1,644,000.00 which comprises a \$1,479,600.00 letter of credit and cash portion of \$164,400.00; and

WHEREAS, the cost of this project was \$1,479,600.00, therefore a two-year maintenance bond in the amount of \$205,500.00 is required as a condition of the release of the cash bond portion in the amount of \$164,400.00 of the Performance Guarantee; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the Borough Treasurer is hereby authorized to release the cash performance bond for 160 Spring Valley Road, LLC in the amount of \$164,400.00; the Two-Year Maintenance Bond in the amount of \$205,500.00 was received by the Municipal Clerk. A copy of this resolution shall be sent to Premier Developers LLC, 120 Sylvan Avenue, Suite 301, Englewood Cliffs, NJ 07632 – Attn: Gloriana Bussanich - President of Operations

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

Adopted: February 13, 2025

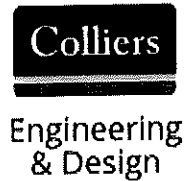
ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor

300 Tice Blvd Suite 101
Woodcliff Lake, NJ 07677
Main: 877 627 3772



February 4, 2025

Joseph W. Voytus
Administrator
Borough of Montvale
12 De Piero Drive
Montvale, NJ 07645

Re: Performance Bond Release

160 Spring Valley Road
Block 301, Lots 2 & 3
Borough of Montvale, Bergen County, New Jersey
Colliers Engineering & Design Project No. MVP514

Dear Mr. Voytus,

On behalf of 160 Spring Valley Rd LLC and 47th Street Group LLC, our office has reviewed the as-built conditions at the above referenced site. Based upon our review of these conditions, we note that landscaping as installed has been modified from the original approval. This modification has resulted in an additional 84 trees being planted (302 proposed and 384 installed) and 126 less shrubs being planted (589 proposed and 463 installed).

Our office has reviewed the as-built conditions including roadways, curbs, sidewalks, traffic signage and striping, stormwater management systems, sanitary sewer systems and landscaping and find same constructed in substantial conformance with the approved plans. Our office takes no exception to release of the Performance Guarantees established by the Developer.

In accordance with the Developers Agreement, prior to the release of the Performance Guarantee, a Maintenance Guarantee in an amount not to exceed 15% of the cost of the improvements shall be provided. This guarantee shall be for a period of two (2) years.

The original bonded amount for the project was calculated to be \$1,479,600.00; therefore, a Maintenance Guarantee in the amount of $\$1,479,600.00 \times 0.15 = \$205,500.00$ shall be provided and held for a period of two (2) years.

Thank you for your kind attention to this matter. Please do not hesitate to contact this office, should you have any questions.

Sincerely,

Colliers Engineering & Design, Inc.
(DBA Maser Consulting)

A handwritten signature in black ink, appearing to read "James Giurintano". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

James Giurintano, P.E., P.P., C.M.E.
Board Engineer



160 Spring Valley Road, LLC
Montvale, NJ 07645

November 11, 2024

Borough of Montvale, NJ
Attention: Municipal Clerk, Fran Scordo
12 DePiero Drive
Montvale, NJ 07645

Subject: Request for Release of Performance Bond – *The Alexa* Project, 160 Spring Valley Road

Dear Ms. Scordo,

On behalf of 160 Spring Valley Rd LLC and 47th Street Group LLC, we respectfully request the release of the performance bond currently held by the Borough of Montvale for *The Alexa* project, located at 160 Spring Valley Road, Montvale, NJ. The total amount of the performance bond is \$1,644,000, which comprises a \$1,479,600 letter of credit and a \$164,400 cash portion.

In accordance with the bond estimate and our agreement with the Borough, we will be posting a maintenance bond in the amount of \$205,500 to fulfill ongoing obligations for *The Alexa* project. Please advise if any additional documentation or steps are required to complete the release of the performance bond. We appreciate your assistance in expediting this process and look forward to confirmation of the release.

Thank you for your attention to this request.

Sincerely,

Peter Tifflinsky
President/Owner
160 Spring Valley Rd LLC / 47th Street Group LLC
Phone: (201) 461-4663
Fax: (201) 461-4660

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 73-2025**

RE: Amending Resolution No. 62-2025 To Establish Recreational Fees for Year 2025

WHEREAS, The Recreation Department hereby establishes the programs, times and fees for various programs; and

WHEREAS, the Recreation Director has recommended that the following fees, programs, and times be revised as described; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following fees and programs and services be and are hereby established

TIME SCHEDULE FOR PICKLEBALL COURTS:

Weekdays and Weekends:

8:00AM - Dusk

<u>Program Name</u>	<u>Session Length</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>
30+ Basketball	Sept-May	\$75	\$95
	Jan-May	\$40	\$60
Adult Soccer	10 weeks	\$15	\$20
Chess Lessons	8 weeks	\$160	\$190
	7 weeks	\$140	\$170
	6 weeks	\$120	\$150
Drills and Skills Basketball	4 Day Camp 9:00am-12:00pm	\$155	\$185
Golf Instruction	6 weeks	\$120	\$150
	8 weeks	\$150	\$170
Pickleball Instruction	6 weeks	\$120	\$150
	8 weeks	\$160	\$200
Summer Camp: Grades 1-5	4 weeks	\$500 per child \$1500 family max	\$600 per child \$1800 family max
Adventure Camp: Grades 6-7	4 weeks	\$650 per child	\$750 per child

Summer Camp Resident/Non-Resident	\$45 late charge for every 15 minutes a child is left under care after camp dismissal. Payment shall be made directly to the Camp Director or Asst. Director and turned over to the Borough of Montvale. Camp financial assistance fee amounts will be at the discretion of the Recreation Director.		
<u>Program Name</u>	<u>Session Length</u>	<u>Resident Fee</u>	<u>Non-Resident Fee</u>
Multisport Camp by TGA	1 week (Full Day)	\$90	\$120
	1 week (Half Day)	\$60	\$90
The Way- The Art of Life	8 weeks (@ 2 classes per week)	\$120	\$180
Tai Chi	8 weeks	\$80	\$100
Montvale Senior Club Tai Chi Discount:	8 weeks	\$40	\$40
Tennis Lessons	6 weeks	\$120	\$150
	8 weeks	\$160	\$200
Tennis Badges			
Adult (Ages 18-61)	January-December (weather permitting)	\$30	\$60
Child (Ages 17 & Younger)	January-December (weather permitting)	\$10	\$20
Family Max	January-December (weather permitting)	\$60	\$120
Seniors (Ages 62 & Up)	January-December (weather permitting)	\$15	\$30
		\$10 Fee for Replacement Tennis Badge	
Basketball Badges			
Adult (Ages 18-61)	Residents: Lifetime Non-Residents: January-December	Free	\$25
Child (Ages 17 & Younger)	Residents: Lifetime Non-Residents: January-December	Free	\$15
Seniors (Ages 62 & Older)	Residents: Lifetime Non-Residents: January-December	Free	\$10
		\$5 Fee for Replacement Basketball Badge	
Pickleball Badges			
Adult (Ages 18-61)	January-December (weather permitting)	\$30	\$100

Child (Ages 17 & Younger)	January-December (weather permitting)	\$10	\$30
Seniors (Ages 62 & Older)	January-December (weather permitting)	\$15	\$100
Family Maximum		\$60	\$200
	\$10 Fee for Replacement Pickleball Badge		
Ultimate Frisbee	6 weeks	\$75	\$95
	8 weeks	\$100	\$120
Volleyball- Adult	January-May	\$240	\$260
Volleyball- Girls	10 weeks	\$200	\$250
Women's Softball- Adult	April - August	\$60	\$80
Yoga	8 weeks	\$80	\$100
Yoga Mini Session	4 weeks	\$40	\$100
Youth Theater	September-December	\$10	\$50

WHEREAS, Borough Owned Recreational Fields and Facilities shall be scheduled by the Borough of Montvale Field Coordinator; and

WHEREAS, Montvale Athletic League ("MAL"), Montvale Recreation and Pascack Hills High School shall have first priority field scheduling use and shall be provide a schedule to the Field Coordinator no later than February 1 and June 1 for the respective Spring and Fall seasons.

WHEREAS, MAL, Recreation, Pascack Hills High School and churches are exempt from payment of fees relating to field use.

<u>Facilities</u>	<u>Fee</u>	<u>Resident Team/Corporation</u>	<u>Non-Resident Team/Corporation</u>
Ballfields: Baseball or Softball (Memorial, Fieldstone or LaTrenta)	Per Hour Per Field (2 hour minimum)	\$25	\$50
Turf Fields: Soccer or Lacrosse (Fieldstone)	Per 2 Hour Time Slot Per Field	\$75 (full field) \$50 (half field)	\$150 (full field) \$100 (half field)
Basketball Courts: (Memorial)	Per Hour: Court #2 Only	\$25	\$50
Tennis Courts: (Memorial or LaTrenta) *Two court maximum reservation at any one location	Per Hour Per Court	\$25	\$50
Pickleball Courts: (Memorial)	Per Hour Per Court	\$25	\$50

Field and Facility Permit Regulations

MAL endorsed programs in sports that are not offered by MAL, and which have Montvale residents participating, shall be charged the resident fee for field use.

Resident Corporation: Any company that owns or leases commercial within the borough.

Non-Resident Corporation: Any company that does not own or lease commercial space within the borough.

Residential Team: Any athletic team comprised of at least 75% of its roster with Montvale residents.

Non-Residential Team: Any team not having at least 75% of its roster filled with Montvale residents.

Time Slot: An uninterrupted 1 or 2 hour time period or any part thereof, that a field/facility is being used by an approved team.

Season: Spring season will begin March 1 and end August 30. Fall season will begin September 1 and end December 31.

Field/Facility users who provide 7 days or more notice of changes in their scheduled use can receive a time credit if the scheduled hours are decreased. Any changes in field schedules without 7-day notice will not receive a time credit for unused field time. Time credits are only valid for the existing season and the following season.

Lightning Detection Credit Policy: If the lightning detector activates with less than 50% of scheduled time elapsed for that date, the organization shall receive a credit for that day's scheduled timeslot. If the lightning detector activates after 50% of the scheduled time has elapsed, no time credit will be granted.

Payment is required prior to use on all fields or no field use will be granted.

Once field use requests are received in full by February 1st for Spring season and June 1st for Fall season, field use will be established with the following order of preference:

1. Montvale Athletic League, Recreation and Pascack Hills High School
2. Resident: Not-For-Profit Entity
3. Resident: For Profit Entity
4. Non-Resident: Not-For-Profit Entity
5. Non-Resident: For-Profit Entity

WHEREAS, it is the Borough of Montvale's intention by the adoption of this resolution that if any prior established fee is in conflict with fee schedule the fees set forth in this fee schedule shall be the fees charged and any conflicting prior fee is hereby superseded, repealed and replaced with the fees adopted pursuant to this resolution.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 74-2025**

RE: Authorizing an Extraordinary Unspecifiable Services Contract to Riverside Communications, LLC for a Public Relations related to Affordable Housing Litigation

WHEREAS, the Borough of Montvale has a need for a Public Relations consultant to conduct services related to Affordable Housing Litigation; and

WHEREAS, pursuant to the New Jersey Local Public Contracts Law, *N.J.S.A. 40A:11-1*, et seq., contracts for extraordinary unspecifiable services are exempt from public bidding; and

WHEREAS, the Borough has received a proposal for an amount not to exceed \$10,000.00; 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 Mayor and Council of the Borough of Montvale that the above-referenced contract is hereby awarded to Riverside Communications, LLC, P O Box 408, Bayville, NJ 08721.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 75-2025**

RE: Authorize The Cancellation of All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs – Joshua Kohen

WHEREAS, this resolution authorizes the municipality to cancel all future taxes due to the granting of totally disabled veteran status by the Department of Veterans Affairs per the Department's letter attached to the original resolution, for Joshua Kohen. Mr. Kohen is the owner of 16 Hope Street, Block 1401, Lot 14; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to cancel all future taxes as per the above.

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

Adopted: February 13, 2025

ATTEST:

APPROVED:

Frances Scordo
Municipal Clerk

Michael Ghassali
Mayor

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:

<u>FUND</u>	<u>AMOUNT</u>	<u>NOTES</u>
Current	\$4,013,676.93	Bill List Wire 2/13/2025
	<u>332,820.76</u>	Wires/Manual Checks
Current TOTAL	4,346,497.69	
Capital	91,906.75	Bill List Wire 2/13/2025
Escrow	17,667.25	Bill List Wire 2/13/2025
Housing Trust	1,960.50	Bill List Wire 2/13/2025
General Trust	6,080.00	Bill List Wire 2/13/2025
Dog Trust	214.59	Bill List Wire 2/13/2025
Recreation Trust	1,498.00	Bill List Wire 2/13/2025

*This resolution was adopted by the Mayor and Council of Montvale
at a meeting held on 2/13/25*

Introduced by: _____

Approved: 2/13/25

Seconded by: _____

Michael Ghassali, Mayor

ATTEST:

Frances Scordo, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
February 13, 2025

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Vendor/Transaction</u>	<u>Amount</u>
WIRE		1/29/25	Payroll Account	\$213,278.37
WIRE		1/29/25	Salary Deduction Account	\$119,457.39
WIRE		1/29/25	FSA Account	\$85.00
Total				<u><u>\$332,820.76</u></u>

February 11, 2025
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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
Open: N
Rcvd: Y
Bid: Y
Paid: N
Held: Y
State: Y
Void: N
Aprv: N
Other: Y
Exempt: Y
Include Non-Budgeted: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00019	MUNICIPAL CAPITAL CORPORATION								
	25-00105	01/15/25	WIDE FORMAT COPY MACHINE LEASE	Open	444.00	0.00			B
00023	BERGEN CTY UTILITIES AUTHORITY								
	25-00216	02/06/25	2025 SEWER SERVICE CHARGES	Open	282,046.13	0.00			B
00065	GENERAL CODE PUBLISHERS,LLC								
	25-00115	01/16/25	eCODE 360 API ANNUAL FEE	Open	595.00	0.00			
00080	TOLL BROTHERS NJ I, LLC								
	25-00182	01/29/25	Release of Performance Bond	Open	2,841.00	0.00			
00097	CABLEVISION								
	25-00208	02/03/25	07873-218840-01-0 OPTIMUM	Open	27.70	0.00			
	25-00209	02/03/25	07873-240495-01-5 OPTIMUM	Open	235.64	0.00			
					263.34				
00102	MGL PRINTING SOLUTIONS								
	24-01668	12/02/24	MINUTE BOOKS	Open	1,681.00	0.00			
00104	MONTVALE BOARD OF EDUCATION								
	25-00005	01/07/25	2025 LOCAL SCHOOL TAXES	Open	1,829,371.00	0.00			B
00108	MONTVALE HARDWARE & SUPPLY								
	25-00180	01/28/25	KEY COPIES	Open	18.87	0.00			
00112	MONTVALE SENIOR CLUB								
	25-00127	01/21/25	JANUARY WINTER LUNCH	Open	1,274.92	0.00			
00113	FEDICK, ANDREW								
	25-00101	01/15/25	REIMB CLOTHING ALLOWANCE	Open	270.67	0.00			
00116	VERIZON								
	25-00190	01/30/25	651-285414-0001-73 VERIZON	Open	414.86	0.00			
00118	NJ STATE LEAGUE OF								
	25-00114	01/16/25	ANNUAL MEMBERSHIP DUES	Open	787.00	0.00			
00137	PASCACK VALLEY REGIONAL HS DST								
	25-00006	01/07/25	2025 REGIONAL SCHOOL TAXES	Open	1,320,784.67	0.00			B
00151	LAMENDOLA, BRIAN								
	25-00064	01/13/25	REIMB CLTHG ALLOW LAMENDOLA	Open	92.10	0.00			
00159	AMADO, HERMINIO								
	25-00066	01/13/25	REIMB CLOTHING ALLOWANCE	Open	263.92	0.00			

February 11, 2025
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Borough of Montvale
Bill List By Vendor Id

Page No: 2

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00215	TOWNSHIP OF RIVER VALE								
	25-00004	01/07/25	2025	PASCACK VALLEY DPW	Open	214,801.11	0.00		B
00258	ROCKLAND ELECTRIC COMPANY								
	25-00155	01/27/25	2025	ROCKLAND ELECTRIC - DECEMBER	Open	13,735.45	0.00		
	25-00226	02/07/25	2025	ROCKLAND ELECTRIC JANUARY	Open	<u>31,024.79</u>	0.00		
						44,760.24			
00292	HIGHWAY TRAFFIC SUPPLY								
	25-00099	01/15/25	PD	TRAFFIC SIGNS	Open	425.00	0.00		
00332	ZAGAJA, MACIEJ								
	25-00072	01/13/25	REIMB	CLTHG & SUPPLIES	Open	238.98	0.00		
00355	BERGEN CTY POLICE CHIEFS ASSOC								
	25-00076	01/13/25	PD 2025	ACTIVE CHIEFS DUES	Open	650.00	0.00		
00375	BOROUGH OF PARK RIDGE								
	25-00130	01/21/25	TRI BORO	FUEL DECEMBER 2024	Open	8,343.73	0.00		
	25-00160	01/27/25	TRI BORO	RADIO EXPENSES	Open	<u>6,521.79</u>	0.00		
						14,865.52			
00379	NJ CONFERENCE OF MAYORS								
	25-00096	01/15/25	2025	NJCM MEMBERSHIP DUES	Open	525.00	0.00		
00440	BERGEN CTY LEAGUE OF MUNICIPAL								
	25-00177	01/28/25	LEAGUE	MAYOR ANNUAL DUES 2025	Open	150.00	0.00		
00516	NJ PLANNING OFFICIALS								
	25-00144	01/23/25	2025	ANNUAL DUES DUAL BOARD	Open	370.00	0.00		
	25-00145	01/23/25	TRAINING	CLASS PLANNING BOARD	Open	<u>151.00</u>	0.00		
						521.00			
00554	BERGEN MUNI.EMPL.BENEFITS FUND								
	25-00018	01/07/25	2025	HEALTH BENEFITS	Open	87,215.00	0.00		B
00582	MICROSYSTEMS-NJ.COM, L.L.C.								
	25-00082	01/14/25	TAX ASSESSOR	POST CARDS	Open	2,571.64	0.00		
	25-00146	01/23/25	ANNUAL	EMAIL SERVICE FOR 2025	Open	<u>120.00</u>	0.00		
						2,691.64			
00661	HANNA, JEFFREY								
	25-00063	01/13/25	REIMB	CLTHG WATCH	Open	150.00	0.00		
00683	TCTA OF BERGEN COUNTY								
	25-00192	01/30/25	2025	ANNUAL MEMBERSHIP DUES	Open	75.00	0.00		
00699	ATLANTIC TOMORROWS OFFICE								
	25-00162	01/27/25	CONSTRUCTION	COPIER USAGE	Open	75.43	0.00		
	25-00164	01/27/25	PD	COPY USAGE	Open	<u>20.95</u>	0.00		
						96.38			

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Borough of Montvale
Bill List By Vendor Id

Page No: 3

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00731	COLLIER'S ENGINEERING & DESIGN								
	24-00182	01/26/24	2024	GENERAL ENGINEERING	Open	14,918.75	0.00		B
	24-00702	05/21/24		VALLEY VIEW SANITARY SEWER	Open	2,037.50	0.00		B
	24-00896	06/26/24	2024	ROADWAY IMPROV. PROGRAM	Open	1,900.00	0.00		B
	24-01364	09/25/24	NJDOT FY2023	TERKUILE ROAD	Open	6,047.50	0.00		B
	24-01365	09/25/24		MEMORIAL DRIVE MAL SYNTHETIC	Open	29,689.50	0.00		B
	24-01464	10/18/24	NJDOT FY2024 -	WOODLAND ROAD	Open	32,723.75	0.00		B
	24-01609	11/15/24		STORM SEWER OUTFALL INSPECTION	Open	92.50	0.00		B
	25-00046	01/09/25		MUNICIPAL ENGINEERING REVIEW	Open	5,805.00	0.00		
	25-00048	01/09/25		MUNICIPAL ENGINEERING REVIEW	Open	1,931.25	0.00		
	25-00050	01/09/25		MUNICIPAL ENGINEERING REVIEW	Open	1,460.00	0.00		
	25-00051	01/09/25		MUNICIPAL ENGINEERING REVIEW	Open	1,495.00	0.00		
	25-00055	01/13/25		MUNICIPAL ENGINEERING REVIEW	Open	352.50	0.00		
	25-00056	01/13/25		MUNICIPAL ENGINEERING REVIEW	Open	965.00	0.00		
	25-00057	01/13/25		MUNICIPAL ENGINEERING REVIEW	Open	1,785.00	0.00		
	25-00058	01/13/25		MUNICIPAL ENGINEERING REVIEW	Open	2,255.00	0.00		
	25-00097	01/15/25		MUNICIPAL ENGINEERING REVIEW	Open	95.00	0.00		
	25-00165	01/27/25	2025	BOROUGH PLANNER	Open	142.50	0.00		B
						103,695.75			
00737	NORTHWEST BERGEN CENTRAL								
	25-00104	01/15/25	2025	DISPATCH SERVICE FEE	Open	56,511.00	0.00		B
00769	URBAN AUTO SPA								
	25-00166	01/27/25		CAR WASH & OIL CHANGE SERVICES	Open	16.00	0.00		
00801	WESTPHAL WASTE SERVICES, INC.								
	25-00201	02/03/25	2025	GARBAGE COLLECTION	Open	81,515.91	0.00		B
00876	BERGEN CTY MUNICIP.CLRK.ASSOC.								
	25-00193	01/30/25	2025	ANNUAL MEMBERSHIP DUES	Open	100.00	0.00		
00891	RIDGEMONT PIZZA & RESTAURANT								
	25-00125	01/21/25		PIZZA PLANNING BOARD MEETING	Open	101.85	0.00		
00999	AMAZON.COM SERVICES, INC.								
	25-00131	01/21/25		Envelopes,Lavazza espresso	Open	160.42	0.00		
	25-00172	01/28/25		OFFICE EQUIPMENT	Open	61.14	0.00		
						221.56			
01211	TURN OUT UNIFORMS & CO.								
	24-01590	11/13/24		CLTHG ALLOW SALAZAR	Open	85.00	0.00		
01326	FIELDTURF USA, INC.								
	24-01583	11/07/24		FIELDSTONE TURF REPAIRS	Open	715.00	0.00		
01330	GHASSALI, MICHAEL								
	25-00102	01/15/25		MAILCHIMP REIMBURSEMENT	Open	75.00	0.00		B
01355	NJPSAC								
	25-00075	01/13/25	PD 2025	MEMBERSHIP DUES	Open	400.00	0.00		

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Vendor #	Name		Status	Amount	Void Amount	Contract	PO Type
PO #	PO Date	Description					
01367	VLADICK, MATTHEW						
25-00100	01/15/25	REIMB CLTHG ALLOW WATCH	Open	150.00	0.00		
01368	ROBALINO, ERIC						
25-00065	01/13/25	REIMB CLTHG ALLOWANCE	Open	50.12	0.00		
01464	SURENIAN, EDWARDS, BUZAK & NOLAN						
25-00016	01/07/25	PROFESSIONAL SERVICES RENDERED	Open	1,214.50	0.00		
01471	RICCIARDELLA ELECTRIC INC.						
25-00045	01/09/25	DPW INFARED HEATER	Open	494.00	0.00		
25-00111	01/16/25	LIBRARY LIGHTS	Open	<u>1,437.00</u>	0.00		
				1,931.00			
01488	BANISCH ASSOCIATES, INC.						
25-00174	01/28/25	PROFESSIONAL SERVICES RENDERED	Open	75.00	0.00		
01517	LUDWIG, DAVID						
25-00103	01/15/25	MILEAGE REIMBURSEMENT	Open	301.23	0.00		
01624	CMRS-FP						
25-00088	01/14/25	DOG LICENSE RENEWAL	Open	214.59	0.00		
01638	FRESH H2O FILTRATION SYSTEMS						
25-00167	01/27/25	2025 WATER COOLER RENTAL	Open	179.97	0.00		B
01643	LORANGER, LISA						
25-00153	01/23/25	WAGON FOR EVENT SUPPLIES	Open	97.53	0.00		
25-00179	01/28/25	MAILCHIMP REIMBURSEMENT	Open	<u>110.00</u>	0.00		
				207.53			
01676	BERGEN COUNTY DEPT OF PARKS						
24-01026	07/25/24	DARLINGTON TRIP 7/15	Open	1,498.00	0.00		
01702	MEDIA CONSULTANTS LLC						
24-00458	04/01/24	MONTVALE STUDIO MANAGEMENT	Open	12,598.00	0.00		B
01748	WERBA, JOSEPH						
25-00067	01/13/25	REIMB CLOTHING ALLOWANCE	Open	47.25	0.00		
01750	DUBELBEISS, RYAN						
25-00070	01/13/25	REIMB CLTHG ALLOWANCE	Open	245.33	0.00		
01767	VERIZON						
25-00171	01/28/25	555-569-014-0001-55 VERIZON	Open	170.64	0.00		
01890	GREATAMERICA FINANCIAL SRVCS.						
25-00106	01/15/25	POSTAGE MACHINE LEASE	Open	289.00	0.00		B
01895	INSTITUTE FOR PROFESSIONAL						
25-00138	01/22/25	Webinars-Pay to Play & Excel	Open	150.00	0.00		

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01949	AT&T MOBILITY								
	25-00073	01/13/25	PD PATROL PHONES	Open	1,292.02	0.00			
01962	AT&T MOBILITY II LLC								
	25-00074	01/13/25	PD PATROL PHONE PLAN	Open	182.16	0.00			
01993	GREG TANZER SPRINKLERS								
	24-01485	10/22/24	FIELD SPRINKLER WINTERIAZATION	Open	2,000.00	0.00			
02004	MORAN, GLENN								
	25-00069	01/13/25	REIMB CLTHG ALLOWANCE MORAN	Open	484.50	0.00			
02011	HUNTINGTON BAILEY, L.L.P.								
	24-00275	02/16/24	2024 LEGAL FEES	Open	1,996.21	0.00			B
	25-00094	01/14/25	PROFESSIONAL SERVICES RENDERED	Open	<u>3,247.50</u>	0.00			
					5,243.71				
02097	BLOODGOOD LAW ENFORCEMENT								
	25-00071	01/13/25	PD SERGEANT ESSENTIALS CLASS	Open	195.00	0.00			
02144	ALL COUNTY MECHANICAL								
	25-00112	01/16/25	DPW HEATER REPAIR	Open	1,449.92	0.00			
02229	ALL US DOORS NJ LLC								
	24-01421	10/09/24	GARAGE DOORS	Open	19,350.00	0.00			
02245	UNIVERSAL GOAL MOVERS, LLC								
	24-01720	12/05/24	GOAL TAXIS	Open	9,675.00	0.00			
02253	MEESE								
	25-00133	01/22/25	FUNCTIONAL CAPACITY EVALUATION	Open	1,200.00	0.00			
02559	INS.DESIGN ADMINSTRATORS								
	25-00041	01/09/25	2025 VISION BENEFITS	Open	292.50	0.00			B
02757	TYCO ANIMAL CONTROL SERVICES								
	24-00206	02/02/24	2024 GEESE CONTROL SERVICES	Open	400.00	0.00			B
02987	DATA NETWORK SOLUTIONS								
	24-00109	01/18/24	2024 BORO PHONE LINES	Open	1,108.72	0.00			B
	25-00110	01/16/25	2025 BORO PHONES	Open	<u>1,096.29</u>	0.00			B
					2,205.01				
03060	TRI-STATE TECHNICAL SERVICES								
	25-00062	01/13/25	PD COMPUTER MAINTENANCE	Open	554.00	0.00			
	25-00159	01/27/25	COMPUTER MAINTENANCE	Open	675.00	0.00			
	25-00186	01/29/25	2025 COMPUTER MAINTENANCE	Open	830.42	0.00			B
	25-00187	01/29/25	2025 MICROSOFT WEB EXCHANGE	Open	448.00	0.00			B
	25-00188	01/29/25	2025 ADOBE SOFTWARE/DROP BOX	Open	54.81	0.00			B
	25-00189	01/29/25	ZOOM MONTHLY CHARGES JANUARY	Open	<u>17.05</u>	0.00			
					2,579.28				

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Vendor #	Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
03078	ECONSULT SOLUTIONS, INC.						
24-01405	10/02/24	AFFORD. HOUSING LIT. SUPPORT	Open	4,762.50	0.00		B
03084	WESLEY SICOMAC DAIRY						
24-00234	02/07/24	2024 MILK DELIVERY	Open	65.64	0.00		B
03215	UNUM LIFE INSURANCE						
25-00039	01/09/25	2025 LIFE INSURANCE	Open	242.55	0.00		B
03280	FREMGEN'S POWER EQUIPMENT, INC						
24-01789	12/16/24	EQUIPMENT - FIRE DEPARTMENT	Open	3,814.00	0.00		
03547	STATE OF NJ DEPT.COMM.AFFAIRS						
25-00083	01/14/25	4TH QUARTER STATE FEES	Open	6,188.00	0.00		
03682	CRUISE, E. K.						
25-00068	01/13/25	REIMB FIREARMS & CLOTHING	Open	214.00	0.00		
03727	STAPLES INC						
25-00053	01/13/25	Toner -Finance HP201X Black	Open	95.65	0.00		
Total Purchase Orders:		109	Total P.O. Line Items:	0	Total List Amount:	4,133,004.02	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	76,566.51	0.00	76,566.51	0.00	0.00	76,566.51
CURRENT FUND 2024	5-01	3,937,110.42	0.00	3,937,110.42	0.00	0.00	3,937,110.42
CAPITAL FUND	C-04	91,906.75	0.00	91,906.75	0.00	0.00	91,906.75
BOA ESCROW ACCOUN	E-08	17,667.25	0.00	17,667.25	0.00	0.00	17,667.25
OTHER TRUST ACCOU	T-03	8,040.50	0.00	8,040.50	0.00	0.00	8,040.50
DOG TRUST ACCOUNT	T-12	214.59	0.00	214.59	0.00	0.00	214.59
RECREATION TRUST	T-19	1,498.00	0.00	1,498.00	0.00	0.00	1,498.00
Year Total:		9,753.09	0.00	9,753.09	0.00	0.00	9,753.09
Total of All Funds:		4,133,004.02	0.00	4,133,004.02	0.00	0.00	4,133,004.02

400 Valley Road
Suite 304
Mount Arlington, NJ 07856
Main: 877 627 3772



February 6, 2025

Joseph Voytus, Borough Administrator
Borough of Montvale
12 DePiero Drive
Montvale, New Jersey 07645

2024 Bergen County Municipal Park Improvement – Flagg Field Improvements
Professional Engineering Services
Borough of Montvale, Bergen County
Colliers Engineering & Design Project No. MVB0069P

Dear Mr. Voytus,

Colliers Engineering & Design Inc. (CED) is pleased to present the following agreement for engineering services related to the 2024 Bergen County Municipal Park Improvement – Flagg Field Improvements project. Specifically, the subject is the 46/60 baseball field at the west end of the complex, adjacent to the school. It is our understanding that the Borough wishes to convert the natural clay infield to synthetic turf. Synthetic turf fields require stormwater management to mitigate and control surface runoff. The scope and cost of these types of improvements are dependent on several factors including, but not limited to, site conditions, soil conditions, topography, and overall area drainage patterns. It is our understanding that the improvements are limited to the synthetic turf, drainage infrastructure and restoration. The preliminary cost estimate for the project included in the grant applications is approximately \$300,00.00. It is our understanding that the Borough received a Bergen County Open Space grant in the amount of \$84,277.

Accordingly, this proposal includes survey, geotechnical investigation, design and bidding services.

Based on our conversations and information noted above, we propose to complete the following:

SCOPE OF SERVICES

TASK 1.0 SURVEY SERVICES

Task 1.1 Topographic Survey

CED will perform a Topographic Survey of the Flagg Field Improvements, located in Montvale, Bergen County, New Jersey, in accordance with the standards set forth in the Laws of the State of New Jersey Statutory Reference NJSA 45:8-28(e) and more specifically, the administrative rules and regulations promulgated by the State Board of Professional Engineers and Land Surveyors and contained in N.J.A.C. 13:40-5.1.

The limits of the survey are outlined in red depicted in the Survey Limits image below:

SURVEY LIMITS



Our office will prepare a topographic survey map that is a graphic pictorial representation of existing site features observed at the time of the field survey such as buildings, curbs, sidewalks, roadways, driveways, retaining walls, fences, individual trees in open areas, and utility hardware. Limits of wooded areas will be depicted based on the approximate dripline, but individual trees within wooded areas will not be surveyed. The topographic map will depict existing spot elevations and contours at a one-foot (1') contour interval. GPS surveying techniques will be used to control the survey with the resulting horizontal datum being New Jersey State Plane Coordinate System NAD83 and the vertical datum being North American Vertical Datum NAVD88.

Visible and accessible utilities and/or utility structures within the survey limits, as described above, will be surveyed and shown on the plan to include rim, grate and invert elevations, and pipe sizes entering and/or exiting the structures. For the purposes of this contract, accessible utilities shall be defined as those utilities that are visible to the naked eye at ground level and are safely accessible by foot by CED field survey personnel without the need for additional safety measures and/or assistance with making pipes visible, open and clear for inspection and measuring.

We will survey visible evidence of existing utilities within the survey limits, but may not be able to confirm the existence, or actual position of, all underground utilities which may be running through or servicing the subject property. The NJ One Call System prohibits the use of its service for surveying and mapping of subsurface utilities for engineering design purposes. If requested, we can enlist the services of our in-house subsurface utility engineers to investigate and mark the approximate location of subsurface utilities that may exist on the site. The fee for this additional service can be provided upon request.

Included in this task of service are the following tasks:

- Establish on-site survey control;
- Field traverse, topographic survey and data collection;
- Field measure inverts of accessible gravity structures;
- Field survey data reduction and computation;
- Preparation of topographic survey map in AutoCAD Civil 3D 2022 format.

Traffic safety protection for field survey crew and cleaning of clogged or obstructed drain and sewer structures is **not** included in the fee for this survey. If it is determined that safety protection is required for any of the survey services performed under this contract, we will advise you of the approximate cost prior to moving forward. Such additional costs would be invoiced as a reimbursable expense pursuant to prior authorization.

Task 1.2 Utility Investigation and Mapping

CED proposes to provide the following professional Utility Investigation and Mapping Services in support of the above-named project in accordance with the project limits as indicated on the provided map and site sketch.

Utility Records Research. Conduct comprehensive utility records research and collect applicable utility owner records to assist in identifying utility owners that may have facilities on or be affected by the project. Includes interfacing with utility owners/operators to ascertain the availability and completeness of record documents and to obtain verbal or historical information on existing subsurface facilities and operational status. All utility records obtained through this process will be included as an attachment in the final deliverable.

Buried Utility Mapping (Horizontal Mapping of Utilities). Designating the presence and approximate horizontal location of subsurface utilities using geophysical prospecting techniques including electromagnetic, sonic and acoustical techniques. CED will provide the following designating services to aid the Borough:

As a "Value-Added" service, to the extent possible, CED will provide electronic depth measurements at regular intervals along each designated subsurface facility. The electronic depth information will be recorded at approximate 25-foot intervals and shall be collected in the normal course of utility mapping. The collected electronic depth information will be incorporated into the project deliverable (field sketch on aerial mapping) for the project from which utility profiles may be developed.

- Provide equipment, personnel and supplies needed for performing designating services. CED shall determine equipment, personnel and supplies needed to perform these services.
- Designate the existing underground utility pipeline facilities within the identified area as described in the Survey Limits map above. Conduct appropriate investigation of site conditions.

- Mark the horizontal position of underground utilities on the ground with spray paint to be surveyed by CED Survey team (fees for the survey are included in another Task). These utilities may include water, natural gas, electric, and telecommunications.
- Measure inverts and record data at all sanitary and storm drain structures including (but not limited to) manholes, inlets, catch basins, cleanouts. This information will be provided to the CED Survey team for inclusion in the final mapping. Sanitary and storm drain lines between structures will not be marked out.
- GPR data will be collected approximately every 50 feet of roadway to evaluate the pavement and sub-base thickness. The data will be post-processed and interpreted to determine the thickness of these materials within the project limits. This information will be included in the final deliverable.
- Formulate a field sketch on aerial mapping documenting all utilities designated with electronic depth information and notes. This will be provided to the CED Survey team who will be providing the final CAD deliverable.
- Coordinate with CED Survey team to ensure that the utility investigation results are accurately represented in their final deliverable.
- Aerial utilities are excluded from this Task.
- A final report detailing the results of the utility investigation will be provided within two (2) weeks of completion of field work. The report will include the investigation methodology and equipment used, along with a detailed summary of all the information obtained through the course of this work, including pipe sizes, materials, duct bank limits and any other pertinent information.

GPR Assumptions/Clarifications. GPR effectiveness and resolution is highly dependent on soil conditions within the investigation area. GPR's ability to identify or resolve subsurface anomalies may vary significantly across the investigation area. GPR resolution depths are soil dependent and can vary from zero feet (0') to eight feet (8') of penetration at infinite points across an investigation area. While GPR can be a very effective tool in locating or identifying subsurface objects or facilities (anomalies), the results are interpretive and subject to possible misinterpretation or error. SUE Provider personnel will make every reasonable effort to properly identify and interpret GPR anomalies in accordance with the performance limitations of the technology and provide recognizable markings for the Borough.

Provider Certifications. The Utility Investigation Provider shall not be required to sign any documents, no matter by whom they may be requested, that would result in the Provider having to certify, guarantee or warrant the existence of conditions which the Provider cannot ascertain. The Client also agrees that it has no right to make the resolution of any dispute with the Provider or the payment of any amounts due to the Provider in any way contingent upon the SUE Provider signing any such certification.

TASK 2.0 GEOTECHNICAL SERVICES

Task 2.1 Stormwater Infiltration Testing

CED will perform infiltration testing services to assist with the design of the proposed Flagg Field Improvements stormwater management BMP facilities.

Our Scope of Services under this task is outlined below:

1. Field locate each test location using handheld GPS equipment or conventional taping methods. Ground surface elevations will be obtained from available topographic documentation.
2. Retain an excavating contractor who will provide a backhoe and non-union operator to complete three to four (3-4) test pit explorations within the footprints of the proposed BMP facilities using a rubber-tire backhoe or tracked excavator over one (1) working day. Test pits will be advanced to depths up to 12 to 14 feet below grade or bucket refusal, whichever occurs first. Infiltration testing will be performed via single ring infiltrometers within the test pit excavations in general conformance with Chapter 12 of the New Jersey Stormwater Management BMP Manual. Test locations will also be used to document the subsurface profile and to determine the estimated seasonal high groundwater table (if encountered).
3. CED will provide full-time on-site technical observation of the excavating subcontractor and perform infiltration testing over one (1) working day. Technical observations will be performed by a Geotechnical Technician/Engineer under the direct supervision of the project Geotechnical Engineer.
4. Upon completion of the analyses, CED will issue a letter report summarizing the subsurface profile encountered, groundwater and seasonal high-water data (if encountered), and infiltration test results. Test pit and an exploration location plan will also be provided.

Geotechnical Procedures

Our subcontractor shall be responsible for contacting the One Call System; however, the Borough is responsible for providing us with available utility information. Neither CED nor our subcontractors can be held responsible for any damage caused to underground utilities or structures that are not marked out in the field by others, or accurately shown on the plans provided to us.

Due to the nature of the work, some incidental disturbance of the grounds (e.g., cleat/track marks, tire rutting, disturbed earth, soil mounds, etc.) and settlement should be anticipated after the completion of the test pits. However, should settlement occur, it will be the Borough's option to maintain the grade at each test location after we demobilize from the site. This proposal excludes site restoration other than backfilling the test pits with the excavated soils. Test pit backfill will be completed in lifts tamped with the machine bucket.

Test pits will be performed at designated locations using a rubber tire backhoe. Test pits will be advanced to depths up to 12 to 14 feet below grade or bucket refusal whichever occurs first. The test pits will be backfilled with the excavated materials, and the lifts will be tamped by the machine bucket. Additional restoration, including seeding and placing straw is currently excluded from our scope of services.

Test pits will be performed under the full-time on-site technical observation of a representative of CED. Our representative will maintain logs of the explorations as the work proceeds and perform infiltration testing using single ring infiltrometer methodologies. Soil samples will be classified in accordance with the USDA classification systems, as appropriate.

The samples will be stored for a period of 60 days from the date of our report, unless otherwise negotiated with the Borough.

Geotechnical Assumptions and Exclusions

This task is based on the following assumptions and exclusions:

- Test pitting will be completed by a non-union, non-prevailing wage subcontractor with unrestricted access during normal workday hours (weekday, 7:30 AM to 5:30 PM) over one (1) working day.
- Access to the infield of the baseball field is a minimum width of eight feet (8').
- Repair of incidental site disturbances and settlement of test pit backfill after demobilization from the site are currently excluded from our scope of services.
- Stormwater infiltration testing will be performed in general conformance with Chapter 12 of the New Jersey Stormwater Best Management Practices Manual. Infiltration testing is limited to single ring infiltration testing. We will prepare a separate proposal for additional and varied permeability testing if requested, or if subsurface conditions require.
- Any exploratory or testing work, interpretations, or conclusions related to the determination of potential chemical, toxic, radioactive, or other type of contaminants on site are excluded at this time.

TASK 3.0 DESIGN AND BIDDING SERVICES

CED will utilize the survey prepared in Task 1.0 and the geotechnical findings prepared in Task 2.0 to prepare design documents for the proposed improvements. Improvements include the conversion of the 46/60 infield to synthetic turf, stormwater infrastructure and restoration. CED will provide the necessary coordination with the synthetic turf vendor.

Upon completion of the design, the construction cost estimate will be refined. This will determine the necessary funds that will be required for the ultimate construction. As this design develops, status updates will be provided to the Borough so that alternate bids can be determined, as necessary, to remain within the budget established.

CED will prepare the base mapping, title sheet, general notes and legend, estimate of quantities, construction plans, soil erosion and sediment control plans, and the construction details. CED will also prepare the supplemental and technical specifications for all site improvement items that are specified on our construction drawings for incorporation into the overall bid package. The specifications will be prepared in the latest NJDOT format, as amended.

Regulatory Agency Approvals – CED will coordinate with the regulatory agencies listed below to confirm permits required. The preparation and submittal of the applications and supporting information required to apply for the approvals and/or permits is included in this phase. The completed construction plans as described below will be packaged, along with the required applications for permit review submission, to the following agencies:

- Bergen County Soil Conservation District for Soil Erosion and Sediment Control Plan Certification and NJPDES Stormwater Discharge Permit (RFA);
- Montvale Planning Board (courtesy submission).

NJDEP Land Use permitting is not anticipated for this project. If NJDEP Land Use permitting becomes necessary for any reason, CED will prepare a separate agreement to the Borough for review and approval.

Construction Drawings – The following construction drawings will be included in the Construction Documents:

- **Title Sheet** – A Title Sheet will be prepared that will indicate the location of the property within the Borough. This sheet will list the name of the project and the appropriate Borough officials. The Title Sheet also lists the drawings included within the design plan set.
- **General Notes and Legends** – A plan will be developed incorporating a list of general notes and legends that pertain to this specific project.
- **Estimate of Quantities** – The Total Estimate of Quantities will be tabulated and inserted onto the General Notes and Legends plan. The breakdown of each item will be labeled on the appropriate plan; e. g. dimension and layout plan or landscape and lighting plan.
- **Site Dimension Plan** – A plan will be prepared that will indicate both the existing site conditions and the site improvements to be removed and/or relocated to accommodate the proposed athletic field improvements. The topographic survey will be utilized as the existing conditions base map throughout the project. The site dimension plan will indicate the horizontal location and relationship of the site improvements relative to the existing topography. In addition, site features, including but not limited to, pavement, curbing and fencing, will be depicted.

- **Grading, Drainage and Utility Plan** – A plan will be prepared that will include the vertical relationships between the existing conditions and proposed improvements. Proposed grading will be coordinated with the existing site conditions in order to provide positive drainage and appropriate slopes throughout the site. It is anticipated that underground conveyance piping will be required for stormwater management. The limits of the system, including all piping and structures, will be depicted on this plan with the necessary grade shots and invert elevations.
- **Utility Plan** – It is anticipated that a separate plan may be required for utilities to improve clarity within the design documents. Existing utilities that need to be rerouted will also be depicted on the plan. Information that is available will be reviewed to detail utility/pipe crossings and minimize conflicts.
- **Soil Erosion and Sediment Control Plan** – A plan will be prepared in accordance with the County Soil Conservation District standards. The limit of disturbance and the extent of impact anticipated will be depicted. It is the intent of CED to minimize the limit of disturbance and impact to the immediate area. The plan will include applicable notes, soil erosion and sediment control measure details, as well as the sequence of construction.
- **Construction Detail Plan** – Plans will be provided including specific construction details applicable to the site improvements.

Drainage Design and Calculations – CED will prepare the drainage design and required calculations for the project in accordance with the NJDEP Stormwater Management Regulations. Please note that updated NJDEP Stormwater Rules were recently released and must be addressed as part of this design. It is anticipated that an underground detention system will be required to collect and detain stormwater runoff for the proposed improvements. Options for discharge will be reviewed and implemented, as feasible. The necessary analyses, calculations and Stormwater Management Report will be prepared for submission to the Bergen County Soil Conservation District.

Progress Meetings and Project Presentation – At the completion of the 80% design phase, CED will present our design to the Borough in order to familiarize the staff and appropriate parties to the status of the design of the project and, by doing so, allow them to confirm that the project meets their needs. During the meeting, CED will describe the design philosophy and design process utilized in the development of the plans. It is understood that during the project design phase, CED will meet with the Project Team two (2) times for presentation and review purposes.

Specifications – CED will prepare specifications, both supplemental and technical, for all site improvement items that are specified on our site plan drawings for incorporation into the overall bid package. The specifications will be prepared in the latest NJDOT format, as amended. The bid specifications will include the standard Borough front end along with the site proposal sheet and supplemental project specific information as required.



Engineering
& Design

Construction Cost Estimate – CED will finalize the Construction Cost Estimate (CCE) based on the completed site plan drawings.

Final Bid Documents – Upon completion of the final contract documents (construction plans, specifications, and construction cost estimate), CED will furnish the Borough with two (2) signed and sealed complete sets of the bid package with full size design drawings. As part of this Task, CED will prepare the bid packages for sale to potential Contractors, provide the Borough with the Notice to Bidders for advertisement, respond to Contractor inquiries during the bid period, attend the bid opening, prepare a summary of bids, review and contact Contractor references, as required, and prepare an award recommendation to the Borough. In addition, this phase includes attendance at additional project meetings up to the point of bid award, as required.

PROJECT SCHEDULE

The following is the anticipated project schedule:

	<u>Anticipated Duration</u>
Award of Professional Design Services	February 2025
Survey Services	To be completed within 45 days of Authorization
Geotechnical Investigation	To be completed within 60 days of Authorization
Preparation of Design Plans and Specifications	To be completed within 120 days of Authorization
Bid Period	Anticipate 30 days for bidding process
Construction	Summer/Fall 2025

SCHEDULE OF FEES

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the scope of services.

TASK 1.0	SURVEY SERVICES	\$10,500.00
TASK 2.0	GEOTECHNICAL SERVICES	\$ 9,900.00
TASK 3.0	DESIGN & BIDDING SERVICES	\$33,500.00
TOTAL HOURLY NOT TO EXCEED FEE		\$53,900.00

The above services will be provided on an hourly not to exceed basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the Borough Engineering Contract authorized by Borough of Montvale (Resolution No. 25-2025).

PROJECT DELIVERABLES

CED will provide the Borough with two (2) copies of the bid package.

REIMBURSABLE EXPENSES

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above-mentioned deliverables are included within this agreement and are included in the project cost.

PLAN REVISIONS AND EXTRA SERVICES

Any revision requested by the Borough of Montvale or review agencies that is a major redesign or not an error or omission on the part of Colliers Engineering & Design will be billed on an hourly basis in accordance with our current contract.

EXCLUSIONS

Services relating to the following items are not anticipated for the project or cannot be quantified at this time. Therefore, any service associated with the following items is specifically excluded from the scope of professional services within this agreement.

- Services not specifically outlined above;
- Modifications of or additions to the completed survey map after it has been distributed. If additional survey requirements or other form of survey certification is requested, a separate fee will be negotiated for performing such service;
- Roadway Cross Sections;
- Stream Cross Sections;
- Building façade survey;
- Building interior survey;
- Rooftop survey;
- Property title search;
- Construction stakeout services;
- Wetland delineation, reports or surveys;
- Tree Location Plan and/or surveys;
- Subdivision or Consolidation Plans and/or Parcel Maps;
- Security clearance protocol.

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement is deemed necessary, then CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services. Unanticipated additional services will be in accordance with the Schedule of Hourly Rates for the number of hours of effort required. No extra services will be performed without authorization from the Borough.

Please forward a copy of the Resolution of Approval and/or Approved Purchase Order for this agreement to this office. This will constitute approval of the proposed engineering services.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Sincerely,
Colliers Engineering & Design



Carl P. O'Brien, P.E., P.P., C.M.E., C.P.W.M.
Geographic Discipline Leader

cc: Andrew Hipolit (CED)
Jamie Giurintano (CED)
Nick Chelius (CED)
Robert Culvert (CED)
Patrick Jamieson (CED)

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400 Valley Road
Suite 304
Mt. Arlington New Jersey 07856
Main: 877 627 3772



February 6, 2025

Joseph Voytus
Borough Clerk/Borough Administrator
Borough of Montvale
12 DePiero Drive
Montvale, New Jersey 07645

NJDOT FY2025 - Paragon Drive Resurfacing Project
Professional Engineering Services
Borough of Montvale, Bergen County
Colliers Engineering & Design Project No. MVB0085P

Dear Mr. Voytus,

Colliers Engineering & Design Inc. (CED) is pleased to present this agreement to provide design and grant administration services relating to the NJDOT FY2025 – Paragon Drive Resurfacing project. Specifically, the limits are Paragon Drive - from Summit Avenue to 3 Paragon Drive, and Philips Parkway – from DePiero Drive to Brae Boulevard. We understand that the Borough has been awarded a Fiscal Year 2025 Municipal Aid grant from the New Jersey Department of Transportation (NJDOT) in the amount of \$209,055.00. The preliminary construction cost estimate included in the grant application for the roadway improvements is approximately \$415,000.00. The grant award is intended to assist the Borough with funding of improvements outlined in the Municipal Aid grant application. Accordingly, the work will include milling, base repair, replacement of ADA curb ramps, replacement of inlet curb pieces and grates, minor drainage improvements, as needed, select curb replacement, select sidewalk replacement, paving, striping, and restoration. In consideration of the discrepancy between the grant amount and preliminary construction cost estimate, alternate bids can be prepared, if requested, to match the desired Borough funding contribution to the project.

In order to comply with the grant requirements, the Borough is obligated to award a construction contract within 24 months of the grant award.

CED will provide the following services:

SCOPE OF SERVICES

TASK 1.0 DESIGN AND BIDDING

CED will develop construction drawings and specifications to be utilized for public bid. Bid documents will be prepared in accordance with NJDOT requirements. The scope of improvements expressed in the bid documents shall be as specified in the grant application.

The existing site conditions will be investigated during the design; more specifically, the conditions of the curbing, sidewalk, driveway, roadway, and drainage structures. CED will prepare base mapping utilizing available tax maps and GIS, aerial imagery, and field measurements. Once base mapping is completed, we will prepare plan drawings depicting the proposed areas of milling, spot curb repair and installation of curbing, where none exists, reconstruction of driveway aprons, resetting of structures, accessible curb ramps, and striping. The drawings shall be prepared in accordance with the following design criteria and standards:

- a. NJDOT Design Manual for Roadways.
- b. NJDOT Design Manual for Bridges and Structures.
- c. Standard Specifications for Roadways – AASHTO.
- d. NJDOT Standard Specifications for Road and Bridge Construction.
- e. Manual on Uniform Traffic Control Devices.

CED will prepare the base mapping, title sheet, general notes and legend, estimate of quantities, construction plans and the construction details. CED will also prepare the supplemental and technical specifications for the site improvement items that are specified on our construction drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended. As this project develops, and the Construction Cost Estimate (CCE) is closer to completion during the design phase, the Borough will be updated with the status of design and whether alternate bids are recommended.

The construction plans will callout the curb ramp types in accordance with Public Right-of-Way Guidelines (PROWAG) for ADA accessibility. It will be the responsibility of the contractor to construct ADA-compliant curb ramps. Upon construction of curb ramps, CED will inspect the ramps for compliance with ADA requirements. Curb ramps determined to be non-compliant with the ADA requirements will be reconstructed by the contractor at no additional cost to the Borough.

The project limits may be adjusted by utilizing alternate bids based upon the budget approved by the Borough. CED will prepare the CCE based on the quantity required for each alternate bid and finalize the design in order for the project to remain within the construction budget. Bidding services will be coordinated through our Mount Arlington office.

Specifications will be developed in accordance with NJDOT Standard Specifications for Road and Bridge Construction, as currently amended. An Engineer's Estimate will be prepared and submitted to NJDOT Bureau of Local Aid along with an Engineer's Design Certification, plans, and specifications. Upon receiving authorization to bid from NJDOT, we will coordinate with the Borough regarding public advertisement of the bid documents.

CED will coordinate with the Borough regarding the Bidding Period Services, specifically the following shall be conducted:



Engineering
& Design

- Order the advertisement for bid.
- Development of addendum(s) to clarify or review the bid documents, as required.
- Attend bid opening and reading of bids in order to tabulate them.
- Review the proposals from the responsive bidders and make recommendations to the Borough regarding the selection and evaluation of the bids.

TASK 2.0 GRANT ADMINISTRATION

Throughout the design and construction services, CED will prepare submittals to NJDOT Bureau of Local Aid in accordance with the Municipal Aid program requirements. Submittals will include final plans, specifications, Engineer’s Estimate, Engineer’s Design Certifications, Resolution of Award, Bid Tabulation, Pre-Construction Meeting Minutes, 75% Initial Payment Voucher, Construction Start and End Notices, Final Change Order Form, and Reimbursement Vouchers. CED will also coordinate with a separate asphalt testing company to perform material testing per NJDOT Local Aid special provisions. This agreement does not include material testing to be completed by a third-party testing company. This will be recommended to be funded separately and invoiced directly to the Borough.

To facilitate the final grant reimbursements, CED will coordinate with the Borough to obtain the necessary signatures by the Borough personnel, as needed, for the Final Change Order, Chief Financial Officer Certification and Final Payment Voucher.

SCHEDULE OF FEES

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

TASK 1.0	DESIGN AND BIDDING	\$53,500.00
TASK 2.0	GRANT ADMINISTRATION	\$ 5,000.00
TOTAL HOURLY NOT TO EXCEED FEE		\$58,500.00

The above services will be provided on an hourly not to exceed basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the Borough Engineering Contract authorized by Borough of Montvale (Resolution No. 25-2025). Please note, Construction Administration and Observation Services are not included in this agreement. A separate agreement for said services will be prepared and provided to the Borough upon opening of contractor bids.

PROJECT SCHEDULE

The following is the anticipated project schedule:

Anticipated Duration

Mayor & Council Award of Professional Design Services	Anticipate Authorization February 2025
Preparation of Design Plans and Specifications	To be completed within 60 days of Authorization
NJDOT Concurrence	Anticipate 30 days from submission
Bidding of Project	Anticipate 30 days for bidding process
Contractor Award	TBD
Construction (Anticipated)	TBD – Anticipate Spring/Summer 2025
Project Closeout (Anticipated)	To occur post construction – Anticipate Fall 2025

PROJECT DELIVERABLES

Two (2) copies of the final bid documents will be provided to the Borough prior to bidding.

PLAN REVISIONS AND EXTRA SERVICES

Any revision requested by the Borough or review agencies that is a major redesign or not an error or omission on the part of CED will be billed on an hourly basis in accordance with our current contract. Please note that a separate agreement will be provided prior to the pre-construction meeting specific to Construction Administration Services.

REIMBURSABLE EXPENSES

Reimbursable expenses including delivery, printing, copying, postage and other reproducible costs for the above-mentioned deliverables, are included within this agreement, and are included in the project cost.

EXCLUSIONS

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement, is deemed necessary, then CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra work. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours that the Construction Administrator or Engineer is on-site. No extra engineering services will be performed without authorization from the Borough.

If you find this agreement acceptable, please forward a copy of the Resolution of Approval to this office. This will constitute approval of the proposed engineering agreement.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Sincerely,
Colliers Engineering & Design



Carl O'Brien, P.E., P.P., C.M.E., C.P.W.M.
Geographic Discipline Leader

cc: Andrew Hipolit (CED)
Jamie Giurintano (CED)
Nick Chelius (CED)
Robert Culvert (CED)
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