

AGENDA
WORK SESSION MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
January 30, 2018
Budget Meeting 6:00 P.M
Meeting to Commence 7:30 P.M.

ROLL CALL:

Councilmember Arendacs	Councilmember Koelling
Councilmember Curry	Councilmember Lane
Councilmember Gloegler	Councilmember Weaver

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2018-1440 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 109 OF THE BOROUGH CODE TO ESTABLISH REQUIREMENTS FOR REPAVING ROADS IN THE EVENT OF CERTAIN STREET OPENINGS

PUBLIC HEARING OF ORDINANCE NO. 2018-1441 AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE STANDARDS CONCERNING TEMPORARY WALL SIGNS IN THE AH-26 AFFORDABLE HOUSING DISTRICT

INTRODUCTION OF ORDINANCE NO. 2018-1442 AN ORDINANCE TO AMEND ORDINANCE NO. 2017-1426 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, COUNTY OF BERGEN AND STATE OF NEW JERSEY
(public hearing 2/13/18)

MINUTES:

Re- Org January 1, 2018
January 9, 2018

MINUTES CLOSED/EXECUTIVE SESSION:

January 9, 2018

RESOLUTIONS:

- 45-2018 Governor's Council On Alcoholism And Drug Abuse Fiscal Grant Cycle July 2014-June 2019
- 46-2018 Transfer Of 2017 Appropriation Reserves
- 47-2018 Amending Resolution No. 57-2017 Setting Forth Recreational Programs Fees Year 2018
- 48-2018 Authorize Tax Court Settlement / Block 1903; Lot 7, 2 Paragon Drive / Two Paragon Drive, LLC
- 49-2018 Emergency Temporary Appropriations
- 50-2018: A Resolution Approving a Temporary Construction and Access Easement Agreement to Address Invasive Bamboo in and around Montvale Avenue – Block 712, Lot 10
- 51-2018 Authorize Refund/A League of Our Own, Inc./Field Use
- 52-2018 Authorize Execution of Agreement with Four Seasons At Ridgmont Condominium Association, Inc./Municipal Service Agreement
- 53-2018 Authorize Grant Agreement/Community Development/Sr. Citizens Activities
- 54-2018 Authorizing Two Year (2) Field License Agreement with the Montvale Board of Education
- 55-2018 A Resolution Awarding a Professional Services Contract to Jeffrey R. Surenian and Associates, LLC to Serve as Special Counsel in Connection with the Borough's Affordable Housing Litigation
- 56-2018 Appointment Regular Member / Montvale Fire Department /R. Nydegger
- 57-2018 Cancellation of Outstanding Checks / Prior Years / Pascack Joint Municipal Court
- 58-2018 Authorize Refund of Recreation Program / Taekwondo

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.
None.

BILLS:

ENGINEER'S REPORT:

Andrew Hipolit
Report/Update

- a. County of Bergen Public Works Notification of potential roads to be resurfaced over 2018/2019.
- b. Proposal for Professional Engineering Services Montvale Fire House/Water Service Upgrade Services
- c. Montvale Intersection Improvements Alternate B - Chestnut Ridge Road Widening Construction Observation Services

ATTORNEY REPORT:

Joe Voytus, Esq.
Report/Update

UNFINISHED BUSINESS:

None.

NEW BUSINESS:

- a. Local Finance Notice 2018-4 / Refunding 3rd & 4th Quarter 2018 Property Tax Payments

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:

MOTION TO GO INTO CLOSED EXECUTIVE SESSION:

CLOSED/EXECUTIVE SESSION:

Motion to move into Executive Session as provided for by Resolution No. 15-2018 adopted on January 1, 2018 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/C.O.A.H./Potential Litigation

1. COAH - Council On Affordable Housing
2. BREX vs. Borough of Montvale

Minutes to be disclosed as per the Open Public Meetings Act and Resolution No. 15-2018 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.

ADJOURNMENT:

Budget Meetings to be held at 6:00 p.m. on February 13 & February 27

The next Meeting of the Mayor and Council will be held February 13, 2018 at 7:30 p.m.

*******Disclaimer*******

All M & C Meeting Are Subject To Additions, Deletions and Amendments –

**BOROUGH OF MONTVALE
ORDINANCE NO. 2018-1440**

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 the 9th day of January 2018, 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 the 30th day of January 2018 at 7:30 pm 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.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

ORDINANCE NO. 2018-1440

AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 109 OF THE BOROUGH CODE TO ESTABLISH REQUIREMENTS FOR REPAVING ROADS IN THE EVENT OF CERTAIN STREET OPENINGS

WHEREAS, repaving and maintaining Borough roadways is a costly endeavor that is often planned by the Borough years in advance of work actually taking place; and

WHEREAS, the Borough takes all reasonable steps to ensure that utility companies are made aware of which roads are part of the Borough's road program, so that any planned utility work can be done before roads are repaved; and

WHEREAS, despite this, utility companies and other entities and individuals often request road opening permits on newly-paved roadways, causing inconvenience and additional costs for Borough residents; and

WHEREAS, the Borough is desirous of adopting a policy that will ensure that utilities and other entities and individuals who request road opening permits appropriate repair and repave the Borough roadways affected.

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

Section 1. The Code of the Borough of Montvale, Chapter 109, "Streets and Sidewalks," Article VIII, "Street Openings," Section 63, "Protection of work; compliance with regulations," is hereby amended and supplemented by adding the underlined text and deleting the [bracketed] text as follows:

§109-63 Protection of work; compliance with regulations.

...

L. Repaving of roads required.

- 1. Notwithstanding anything in this Article to the contrary, in the event that a permittee excavates a street opening of a length greater than three (3) feet, repaving of the street shall be required in accordance with the following requirements:**
 - a. For a street that has been paved within the past five years of the permit application, the permittee shall be required to repave the full width of the road, to a distance of a minimum of 50 feet from the ends of the trench. The method of paving and the materials to be used shall be at the discretion of the Borough Engineer.**
 - b. For a street that has not been paved within the past five years of the permit application and which affects only one lane of the street, the permittee shall be required to repave the road from the centerline to the curb in which the trench is located, to a distance of a minimum of 50 feet from the ends of the trench. The method of paving and the materials to be used shall be at the discretion of the Borough Engineer.**
 - c. For a street that has not been paved within the past five years of the permit application and which affects more than one lane of the street, the permittee shall be required to repave the full width of the road, to a distance of a minimum of 50 feet from the ends of the trench. The method of paving and the materials to be used shall be at the discretion of the Borough Engineer.**
- 2. The Borough Engineer may require the length of the repaved area to be increased to a maximum of 100 feet from the ends of the opening, based on the proximity to other roadways, utility concerns or other good cause.**
- 3. The restoration of the pavement shall be done no less than 60 days after the opening and no more than 120 days after the opening. This will allow for any settlement in the trench to take place before the final pavement is placed. Exceptions to this time frame may be allowed by the Borough Engineer dependent upon the time of year, which can affect the availability of paving materials.**
- 4. The requirements of this Section may be waived in the discretion of the Borough Engineer: 1) if the permittee has performed the excavation within six (6) months of a planned municipal or county repaving project for the street that is intended to repave the area that would otherwise be required to be repaved; or 2) for other good cause.**
- 5. All repaving required by this Section shall be performed at the sole cost and expense of the permittee. All permit fees, inspection costs, labor and materials, and any other incidental expenses related to the repaving shall be the sole and exclusive responsibility of the permittee.**

Section 2. Repeal of Inconsistent Ordinances.

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

Section 3. Savings Clause.

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

Section 4. Severability.

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

Section 5. Effective Date.

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

MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSE-ALWAN, RMC
Municipal Clerk

INTRODUCED: 1/9/2018

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Weaver		

ADOPTED: 1/30/2018

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Weaver		

**BOROUGH OF MONTVALE
ORDINANCE NO. 2018-1441**

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 the 9th day of January 2018, 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 the 30th day of January 2018 at 7:30 pm 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.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

ORDINANCE 2018-1441

**AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING
CHAPTER 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE STANDARDS
CONCERNING TEMPORARY WALL SIGNS IN THE AH-26
AFFORDABLE HOUSING DISTRICT**

WHEREAS, the Borough Council of the Borough of Montvale desires to create a realistic opportunity for the creation of affordable housing within the Borough; and

WHEREAS, the Borough Council has determined that certain lands comprised of approximately 7.043 acres within the OR-4 Office and Research District commonly referred to as Block 3302, Lot 1 are suited for inclusionary development; and

WHEREAS, the Borough previously adopted Ordinance No. 2017-1438 on December 26, 2017, establishing the AH-26 Zone in the Borough of Montvale; and

WHEREAS, there is a need to amend a section of the previously-adopted ordinance concerning wall signs.

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

Section 1. Chapter 128 of the Code of the Borough of Montvale, Section 128-5.17, "AH-26 Affordable Housing District," is hereby amended and supplemented by deleting the [bracketed] text and adding the underlined text, as follows:

§ 128-5.17. AH-26 Affordable Housing District. The following standards shall apply to development within the AH-26 District. All other provisions of Chapter 128, Zoning of the Montvale Borough Code shall apply to development in the AH-26 District only where specifically indicated as applicable in **§ 128-5.17** of the Montvale Code. When the standards herein conflict with other provisions of Chapter 128, the standards herein shall apply....

E. Development standards....

(3) Signage. Within the AH-26 District, the following shall apply.

e. Wall Signs.

- i. One (1) temporary Wall Sign is also permitted on one (1) façade of the building [not facing the Garden State Parkway], which Wall Sign may not exceed one hundred forty four (144) square feet. Such temporary Wall Sign may remain for a six month period, which period may be extended for to two (2) additional six (6) month periods upon application to, and at the discretion of, the Borough Planning Board.
- ii. Notwithstanding Section 128-9.7A.9J of the Borough Code, Wall Signs may include three colors, assuming one of the colors is white or black...

Section 2. If any section or provision of this Ordinance shall be held invalid in any Court of competent jurisdiction, the same shall not affect the other sections or provisions of this Ordinance, except so far as the section or provision so declared invalid shall be inseparable from the remainder or any portion thereof.

Section 3. All Ordinances or parts of Ordinances, which are inconsistent herewith are hereby repealed to the extent of such inconsistency.

Section 4. Effective date. This Ordinance shall take effect immediately upon final passage and publication as required by law and upon receipt of an Order from the Superior Court of New Jersey approving of the Settlement Agreement, dated November 14, 2017, between the Borough of Montvale, the Planning Board of the Borough of Montvale, and Hornrock Properties MPR, LLC in the litigation In re Montvale, Docket No. BER-L-6141-15.

Section 5. Effective Date.

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

MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC
Municipal Clerk

INTRODUCED: 1/9/2018

Councilmember	Yes	No
Arendacs - Absent		
Curry	X	
Gloeggler	X	
Koelling- Absent		
Lane	X	
Weaver	X	

ADOPTED: 1/30/2018

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Weaver		

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY

ORDINANCE NO. 2018-1442

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 the 30th day of January 2018, 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 the 13th day of February 2018 at 7:30 pm 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.

Maureen Iarossi Alwan, Municipal Clerk
Borough of Montvale

AN ORDINANCE TO AMEND ORDINANCE NO. 2017-1426 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, COUNTY OF BERGEN AND STATE OF NEW JERSEY

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		2018 Salary Range
1.	Borough Administrator (PT)	\$42,000 - 51,000
2.	Safety Director	\$5,000 - 7,000
3.	Chief Financial Officer (PT)	\$15,000 - 25,000
4.	Municipal Clerk (PT)	\$70,000 - 93,000
5.	Deputy Municipal Clerk (PT)	\$38,000 - 49,000
6.	Floater/ Admin. Assistant to Administrator	\$40,000 - 46,000
7.	Tax Collector (PT)	\$53,000 - 65,000
8.	Tax Assessor	\$33,000 - 36,000
9.	Treasurer	\$75,000 - 86,000
10.	Accountant/Purchasing Agent	\$64,000 - 73,000
11.	Accounts Payable Clerk	\$50,000 - \$54,000

Title		2018 Salary Range	
12.	Accounts Payable Clerk (PT)	\$25	- \$30/hour
13	Secretary, Planning Board (PT)	\$70,000	83,000
14.	Planning Board Secretary Special Meetings	\$45	- \$60/hour
15.	Board Secretary, Clerical/Recording	\$130	- \$150
16.	Office Manager (PT)	\$4,000	- 7,000
17.	Registrar Vital Statistics	\$800	- 1,200
18.	Deputy Registrar Vital Statistics	\$250	- 600
19.	Construction Code Official	\$35,000	- 50,000
20.	Building Sub Code Official	\$35,000	- 50,000
21.	Building Inspector	\$25	- \$55/hour
22.	Zoning Officer	\$8,000	- 10,000
23.	Property Maintenance Officer	\$2,900	- 5,000
24.	Construction Dept. Control Person	\$40,000	- 60,000
25.	Plumbing Sub Code Official	\$ 22,000	- 28,000
26.	Plumbing Inspector	\$25	- \$50/hour
27.	Fire Sub Code Official	\$13,000	- 17,000
28.	Fire Sub Code Official special inspections	\$25	- \$50/hour
29.	Electrical Sub Code Official	\$32,000	- 43,000
30.	Electrical Sub Code Official special inspections	\$25	- \$50/hour
31.	Fire Prevention Official	\$10,000	- 15,000
32.	Fire Inspector/Sr. Fire Inspector	\$6,000	- 10,000
33.	Municipal Court Administrator	\$65,000	- 77,000
34.	Deputy Municipal Court Administrator	\$38,000	- 49,000
35.	Court Security	\$18	- \$27/hour
36.	Violations Clerk (PT)	\$20	- \$30/hour
37.	Police Secretary	\$37,000	- 47,000
38.	Administrative Assistant for Police Chief	\$42,000	- 55,000
39.	Administrative Assistant for Mayor / Floater (PT)	\$15	- \$25/hour
40.	Emergency Mgmt. Coordinator	\$3,000	- 6,000
41.	Library Director	\$80,000	- 97,000
42.	Library – Youth Services Coordinator	\$40,000	- 57,000
43.	Library (PT)	\$13	- \$50/hour
44.	Library (PT) meetings	\$120	- \$225/mtg
45.	Facilities Building & Property Inspector	\$25,000	- 29,000
46.	Director, Public Assistance	\$5,000	- 7,000

47.	Director of Recreation	\$52,000 - \$56,000
48.	Van Drivers (PT)	\$17 - \$23/hour
49.	Station Technicians (PT)	\$15 - \$17/hour

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		2018 Salary Range
A.	Municipal Judge	\$25,000 - 40,000
B.	Mayor	\$6,990 - 10,000
C.	Councilpersons (each)	\$5,689 - 8,000

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		2018 Salary Range
A.	Chief	\$190,000 - 210,000
B.	Captain	\$180,000 - 195,000
C.	Lieutenant (Base Wage)	\$152,972 - 156,032
D.	Sergeants (Base Wage)	\$142,350 - 145,197
E.	Detective – Additional per year	\$400 - 2,100
F.	Juvenile Officer – Addt'l per year	\$400 -
G.	Asst. Juvenile Officer – Addt'l per year	\$350 -
H.	Special Police Officer Class III	\$40,000 \$43,000
I.	Special/Auxiliary Police	\$18/hour - \$23/hour
J.	School Cross Guard/Police Matrons	\$18/hour - \$23/hour

SECTION 4A: The rate of compensation of persons holding any of the hereinafter named offices in the Police Department, hired AFTER January 1, 2005, whose compensation shall be on an annual basis, and payable semi-monthly, is fixed and determined as follows:

Police Officers Schedule (Base Wage Each) Per Contract hired AFTER January 1, 2005		
0-6 months	\$43,369 -	44,236
6 months – 1 year	\$49,671 -	50,664
1 – 2 years	\$55,971 -	57,091
2 – 3 years	\$68,572 -	69,943
3 – 4 years	\$81,173 -	82,797
4 – 5 years	\$93,773 -	95,649
5 – 6 years	\$106,374 -	108,501
6 – 7 years	\$118,976 -	121,356
7 – 8 years	\$131,576 -	134,208

SECTION 4B: In addition to the compensation stated above, Full Time Employees in Section 4 and Section 4A, shall be paid an annual longevity increment pursuant to the following schedule:

Years of Service	Officers Hired BEFORE January 1, 2005	Officers Hired AFTER January 1, 2005
After four (4) years	1%	-
After six (6) years	2%	-
After eight (8) years	3%	1%
After ten (10) years	4%	2%
After twelve (12) years	5%	3%
After fourteen (14) years	6%	4%
After sixteen (16) years	7%	5%
After eighteen (18) years	8%	6%
After twenty (20) years	-	7%
After twenty-two (21) years	-	8%
After twenty-three (23) 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 January 1, 2018, 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:

MAUREEN IAROSSO-ALWAN, RMC
Municipal Clerk

INTRODUCED: 1/30/2018

Councilmember	Yes	No
Arendacs -		
Curry		
Gloeggler		
Koelling		
Lane		
Weaver		

ADOPTED: 1/30/2018

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Weaver		

**RE-ORGANIZATION MEETING
MINUTES**

The Re-Organization Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:02PM. Adequate notification was published in the official newspaper of the Borough of Montvale according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

SWEARING IN OF COUNCILMEMBERS (3 YEAR TERM)

Rose Curry by Assemblywoman Holly Schepisi

Doug Arendacs by Assemblywoman Holly Schepisi

ROLL CALL

Councilmember Arendacs

Councilmember Koelling

Councilmember Curry

Councilmember Lane

Councilmember Gloeggler

Councilmember Weaver

OPENING PRAYER:

Opening Prayer given by Paster Ed Hasse – St. Paul's Episcopal Church

ELECTION OF COUNCIL PRESIDENT:

(Council Appointment)

Motion by Councilmember Lane to nominate Councilmember Koelling for Council President; seconded by Councilmember Curry - All ayes on roll call vote

ELECTION OF PLANNING BOARD MEMBER:

(Council appointment)

Motion by Councilmember Lane to nominate Councilmember Curry for Planning Board Liaison seconded by Councilmember Koelling - All ayes on roll call vote

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 requests it, in which case, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

CONSENT AGENDA*RESOLUTIONS 01-2018 THROUGH 16-2018 & 19-2018**

Introduced by Councilmember Lane; seconded by Councilmember Gloeggler - all ayes

01-2018 Cash Management Plan

WHEREAS, P. L. 1983, Chapter 8, Local Fiscal Affairs Law; N.J.S. 40A:5-2, has been amended to require that each municipality designate a Cash Management Plan for the deposit of each local unit's monies,

NOW THEREFORE, BE IT RESOLVED, that the following Cash Management Plan of the Borough of Montvale be and hereby is adopted:

A. **DESIGNATION OF OFFICIAL DEPOSITORIES:**

The following financial institutions are designated official depositories:

1. Bank of America
Wells Fargo
N.J. Cash Management Fund
Valley National Bank
TD Bank
2. Designated Official depositories are required to submit to the Chief Financial Officer of the Borough of Montvale a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act Notification of eligibility, which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year. Said Notices must be available for annual audit.
3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's "Annual Report" on an annual basis.

B. DEPOSIT OF FUNDS

All funds shall be deposited within Forty-Eight (48) hours of receipt in accordance with State statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.
2. Capital and Debt service funds may be deposited into interest bearing accounts. Non-Interest bearing accounts shall be regularly monitored for the availability of funds for investment.
3. Trust funds may be deposited into interest bearing accounts in accordance with the State statutes regulating the deposit of developer's escrow deposits. Non-Interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.
4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

C. DEFINITION OF ALLOWABLE INVESTMENT INSTRUMENTS:

The Borough may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C.17:9-44) and other instruments specified below:

1. United States Treasury Bills (T-Bills)
2. Borough of Montvale Bonds or Notes
3. Commercial Bank Deposits and Certificates of Deposit (CD's)
4. Repurchase Agreements (Repo's)
5. Investments in Savings and Loan Association
6. United States Government Agency and Instrumentality Obligations
7. State of New Jersey Cash Management Fund
8. School District Obligations

D. DEFINITION OF ACCEPTABLE COLLATERAL AND PROTECTION OF BOROUGH ASSETS

1. All designated depositories must conform to all applicable State statutes concerning depositories of Public Funds.
2. All depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage of all Borough Assets (Demand and Certificate of Deposit)
3. Collateral will be required for all deposits and investments of the Borough, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent of all deposits and investments.

4. For pledges by depositories on Borough Funds, the following securities will be considered acceptable for pledges:
 - a. Any security backed by the U.S. Government
 - b. Any direct obligation of any taxing authority within the Borough of Montvale
 - c. Real Estate Mortgage Loans for Real Estate property located within the Montvale market area. Pledges of Real Estate Mortgage Loans shall be maintained at a market value of 115 percent of deposits
 - d. All pledges of collateral must be indicated on an advice copy of the investment instrument which shall be forwarded to the Chief Financial Officer or Treasurer
- E. COMPENSATING BALANCE AGREEMENTS:
Where compensating balances are used to offset bank expenses, an agreement between the bank and the Borough shall be executed, specifying the charge for each service. Said agreement shall be reviewed annually.
- F. REPORTING PROCEDURES:
The Chief Financial Officer shall prepare for the Mayor and Council of the Borough of Montvale the following investment reports:
 1. MONTHLY REPORTING: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.
 2. QUARTERLY REPORTING: A detailed summary analysis of all investments by fund, specifying the quarterly interest rate earned, quarterly interest earned on NOW and Savings Accounts and Year-To-Date total interest earnings.
 3. The Treasurer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times as required by the auditors.
 4. The Treasurer shall also periodically provide analysis of average daily balances in interest bearing checking accounts vs. Other investment vehicle potential.
 5. All such reports may include a comparison of current investment income vs. forecast, prior year or market conditions.
- G. DIVERSIFICATION REQUIREMENTS:
The Chief Financial Officer and Treasurer shall closely examine investments to guard against the effects of a financial institution going into default. This may be accomplished through the practice of spreading the investments around in various designated official depositories.
- H. MAXIMUM MATURITY POLICY:
Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.
- I. INVESTMENT PROCEDURES:
Bids for Certificates of Deposit and Repurchase Agreements will be solicited of at least three (3) designated depositories only if the amount is \$100,000 or greater.

Telephone bids will be solicited of designated depositories by the Chief Financial Officer or Treasurer or designated staff member.

The depository shall specify the principal amount of the investment bid on, interest rate and number of days used to calculate the interest to be paid upon maturity.

Interest paid shall be from the date the bid was awarded to the date of maturity.

All bidders may request the results of the bid after the bid is formally awarded.

A check or wire transfer of funds will be made available to the winning bidder on the same business day the bid is awarded.

Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Borough may be used.

J. RETURN ON INVESTMENT:

Where the return on a proposed investment does not exceed the cost of making said investment by a minimum amount the Chief Financial Officer and/or Treasurer will not make the investment. The Chief Financial Officer and/or Treasurer shall have the discretion to award an investment to the bank wherein the funds reside, should that bank's quoted rate be less than other quoted rates received in the event that the differential in interest rates is less than 25 basis points, and providing that the term of the investment is less than fifteen (15) days.

K. CONTROLS:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designed for telephone orders, wire transfers and securities safekeeping. Only specifically designated personnel shall be allowed to conduct this part of the transactions, and all activity should be subject to immediate written confirmation by the designated depository. The Treasurer shall review each day's activity.

L. BONDING:

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Tax Collector

Treasurer

Municipal Court Administrator

Deputy Municipal Court Administrator

Magistrate

Staff members of the Department of Finance not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond in the minimum amount of \$50,000.00

M. COMPLIANCE:

The Cash Management Plan of the Borough of Montvale shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.

N. The official charged with the custody of the monies of the Borough of Montvale shall deposit them as designated by the Cash Management Plan and shall thereafter be

O. relieved of any liability or loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan pursuant to N.J.S. 40A:5-2.

P. Where a conflict exists between this Cash Management Plan and State statute, the applicable State statute shall apply.

Q. The Cash Management Plan shall be subject to the approval of the Borough Attorney.

02-2018 Authorizing payment to the United States Postal Service to effect the use of a Post Machine

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the Administrator be authorized to issue payment through appropriate methods, to the United States Postal Service, not to exceed One Thousand Dollars (\$1,000.00) per month, to affect the use of a Postal Franking Machine.

03-2018 Establish 2018 Holiday Schedule For Administrative Non-Contractual Employees

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following 2018 Holiday Schedule for eligible Administrative non-contractual employees be and is hereby established:

SECTION 1. Mandatory holidays during which Borough Hall Administrative Offices shall be closed:

<u>HOLIDAY</u>	<u>DAY OBSERVED</u>
New Year's Day	Monday, January 1
President's Day	Monday, February 19
Memorial Day	Monday, May 28
Independence Day	Wednesday, July 4
Labor Day	Monday, September 3
Columbus Day	Monday, October 8
Veterans Day	Monday, November 12 (observed)
Thanksgiving Day	Thursday, November 22
and the Day After	Friday, November 23
Christmas Day	Tuesday, December 25

SECTION 2. Two Floating Holidays, one each to replace Martin Luther King Day and Good Friday to be taken any time during the year. If not used during the calendar year, they will be lost with no ability to be carried or receive pay.

SECTION 3. Two one-half (1/2) day holidays to replace Election Day: one-1/2 day to be taken immediately before the Christmas Day holiday is observed and one-1/2 day to be taken immediately before the day the New Year's Day Holiday is observed.

If July 4th falls on Saturday, the holiday shall be observed on Friday. If July 4th falls on Sunday, the holiday shall be observed on Monday.

If Christmas Day and New Year's Day fall on Saturday, these two holidays shall be observed on Friday. Therefore, the two-1/2 holidays shall be observed on the Thursday before the holidays.

If Christmas Day and New Year's Day fall on Sunday, these two holidays shall be observed on Monday. Therefore, the two-1/2 holidays shall be observed on the Friday before the holidays.

SECTION 4. Pursuant to the Personnel Policy, those employees classified as full-time employees (working 35 hours or more each week) shall be entitled to all days, as outlined above in Section 1 through Section 3. Pursuant to the Personnel Policy, all employees classified as part-time employees (working less than 35 hours per week) and eligible to receive holidays, shall only be entitled to the holidays listed in Section 1, and only when the holidays fall on their regularly scheduled days of work.

04-2018 Designating the Mayor, Municipal Clerk, Administrator, Chief Municipal Financial Officer, Treasurer, as Official signatories on Borough Warrants and the Judge, Municipal Court Administrator and Deputy Court Administrators as Official signatories on Municipal Court Accounts

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the Mayor, Municipal Clerk, Treasurer, Borough Administrator, Certified Municipal Finance Officer are hereby designated as the official signatories on Borough Warrants.

BE IT FURTHER RESOLVED, that the Judge, Municipal Court Administrator and Deputy Court Administrator are hereby designated as the official signatories on all Municipal Court accounts.

05-2018 Roll Call of the Councilmembers to be called in alphabetical order

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, NJ that a Roll Call of the Councilmembers at the Council meetings is to be taken in alphabetical order.

06-2018 Authorizing the Mayor, Clerk and Collector to issue warrants for certain items with ratification at the following meeting

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, NJ, that the Mayor, Clerk and Collector be authorized to issue warrants for the following purposes, with ratification at the following meeting, on due dates for the following items:

- Board of Education, Montvale, NJ
- Pascack Valley Regional Board of Education
- County Tax
- Bergen County Sewer Authority
- Medical Insurance
- Life Insurance
- Bond and Note Payments
- Interest on Bonds and Notes
- Payrolls
- Investments
- Gasoline
- Scavenger Service

07-2018 All bills to be presented in proper form to the Finance Department no later than the 25th of each month

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that all bills must be presented in proper form to the Finance Department no later than the 25th of each month, and;

BE IT FURTHER RESOLVED, that any bills received later than this date shall be held over for payment until the following month.

08-2018 Change Fund in the amount of \$100.00 be provided for the Municipal Clerk, Collector/Treasurer, \$50.00 for the Dog/Cat License Registrar, \$100.00 for the Court Violations Clerk and \$50.00 for the Police Department

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that a Change Fund in the amount of \$100.00 be provided for the Municipal Clerk/Collector Treasurer, \$50.00 for the Dog/Cat License Registrar, \$100.00 for the Court Violations Clerk, and \$50.00 for the Police Department.

09-2018 Designation of official newspapers for advertising for the Borough of Montvale

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the following newspapers are hereby designated as the official newspapers for advertising for the Borough of Montvale, NJ for the year 2018:

- The Record – Hackensack, N.J.
- The Ridgewood News – Hackensack, N.J.

10-2018 Fixing the rate of interest to be charged for the nonpayment of taxes, assessments and excess sewer fees

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes, assessments and excess sewer fees subject to any abatement or discount for the late payment of taxes, assessments and excess sewer fees as provided by law; and

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum of the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00;

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

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes and excess sewer fees becoming delinquent after due date and 18% per annum on any amount of taxes and excess sewer fees in excess of \$1,500.00 becoming delinquent after due date, subject to any abatement or discount for the late payment of taxes and excess sewer fees as provided by law.
2. Re Chapter 72 laws of 94 CTC 94-3. If the new tax bills are not in the mail by June 14, interest will then be charged 25 calendar days after the bills were mailed. Interest shall be calculated from August 1.
3. No interest shall be charged if payment of any quarterly tax payment and bi-annual excess sewer fess is received within ten (10) days of the date upon which the same becomes payable.
4. In connection with any delinquency of taxes, assessments or municipal charges in excess of \$10,000 which has not been paid prior to the end of a calendar year, there shall be imposed a penalty in a sum equal to six (6%) percent of the delinquency in excess of \$10,000.
5. With respect to tax certificates in excess of the sum of \$200 the following additional penalties shall be charged: two (2%) percent on the amount due over \$200 up to \$5,000; four (4%) percent of the amount due over \$5,000 up to \$10,000; and six (6%) percent on the amount in excess of \$10,000; plus cost 2% and \$25.00 per Title 54.
6. Any payments not made in accordance with Paragraph Two of this resolution shall be charged interest from the due date, as set forth in Paragraph One of this resolution.
7. The Tax Collector is authorized to hold a tax sale for unpaid taxes and/or excess sewer charges.
8. This resolution shall be published in its entirety once in the newspaper.
9. A certified copy of this resolution shall be provided by the Office of the Municipal Clerk to each of the following officials: Tax Collector; Borough Attorney; Borough Auditor; Chief Financial Officer.

11-2018 Order of business to be followed at all regular meetings of the Mayor and Council

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the agenda will be established and printed for each regular meeting of the Council, and that only items of business on the printed agenda will be considered at such regular meeting.

BE IT FURTHER RESOLVED, the agenda is subject to amendments by a majority vote of the council and action may be taken on issues that are not listed on the agenda, as authorized by the Open Public Meetings Act.

BE IT FURTHER RESOLVED, that the following order of business shall be followed at all public meetings of the Mayor and Council of the Borough of Montvale, N.J.

1. Roll Call
2. Reading and/or approval of all unapproved minutes
3. Second reading, public hearing and final passage of ordinances and introduction of ordinances
4. Presentation of resolutions
5. Presentation of bills
6. Reports of committees, Mayor, Treasurer and Administrator
7. Both Public and Workshop Meetings open to public to speak
8. Old Business
9. New Business
10. Reading of all communications, petitions, etc
11. Adjournment

The Borough Council will conduct a meeting on the last Tuesday of each month, which will serve as workshop sessions. Action may be taken at this meeting.

The public is invited to attend all meetings and speak at all public and workshop sessions of the Mayor & Council.

12-2018 All monies collected by any Borough Official or Employee of the Borough shall be turned over the Borough Treasurer within 48 hours

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that all monies collected by any Borough Official or Employee of the Borough of Montvale, N.J. shall be turned over to the Borough Treasurer, in full, within forty-eight (48) hours, without any fees being deducted.

BE IT FURTHER RESOLVED, that any fees to which any Borough Official or Employee is entitled shall be set forth in detail on a regular Borough Voucher and presented for payment in the same manner as all bills are submitted.

13-2018 Establish Mayor & Council Meeting Schedule for the Year 2018

BE IT RESOLVED, the meetings of the Mayor and Borough Council shall be held on the following dates for the year 2018 at the location of Borough of Montvale, Municipal Complex, 12 Mercedes Drive, 2ND Floor, Montvale, New Jersey. All meetings will commence at 7:30 PM except where noted.

*January 1 (Monday)	Organization Meeting
January 9	Public Meeting
January 30	Workshop Session
February 13	Public Meeting
February 27	Workshop Session
March 13	Public Meeting
March 27	Workshop Session
April 10	Public Meeting
April 24	Workshop Session
May 8	Public Meeting
May 29	Workshop Session
June 12	Public Meeting
June 26	Workshop Session
July 10	Public Meeting
July 31	Workshop Session
August 14	Public Meeting
August 28	Workshop Session
*September 10(Monday)	Public Meeting
September 25	Workshop Session
October 9	Public Meeting
October 30	Workshop Session
November 13	Public Meeting
November 27	Workshop Session
December 11	Public Meeting
*December 27(Thursday)	Workshop Session

Meeting dates are subject to change. 48 hour notification will be provided per N.J.S.A. 10:4-18.

ACTION MAY BE TAKEN AT BOTH PUBLIC AND WORKSHOP MEETINGS.

14-2018 Establishing a procedure for the periodic release of minutes of executive/session minutes

WHEREAS, the Borough Council of the Borough of Montvale periodically conducts executive session meetings pursuant to N.J.S.A. 10:4-12; and

WHEREAS, the Borough Council is desirous of establishing a procedure for the periodic release of minutes of executive session meetings.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the of the Borough of Montvale as follows:

- Borough Council Minutes Review Committee. There shall be a minutes review committee (MRC) consisting of the Borough Administrator, the Borough Attorney and the Municipal Clerk, whose job shall be to periodically review the minutes of closed sessions of the Borough Council and make recommendations to the Borough Council which minutes should be made public. The MRC shall have no power and shall not be a "public body" within the meaning of the Open Public Meetings Act.
- Meetings of MRC. The MRC shall meet on an as-needed basis. Meetings of the MRC shall be as scheduled at the convenience of the MRC members by the Borough Administrator.
- Preparatory staff work. Prior to each meeting of the MRC, the Borough Attorney shall prepare a list of all closed sessions minutes which have been prepared by the Borough Attorney that have not been made public. The list and the minutes listed shall be made available to the MRC at their meetings.
- Basis for recommendation. Recommendations to make minutes public shall be on a case-by-case basis, taking into consideration both the interest in maintaining confidentiality set forth in N.J.S.A. 10:4-12 and the interest in prompt disclosure set forth in N.J.S.A. 10:4-14. The applicable guidelines set forth in paragraph 7 of this resolution may be considered as a general standard.
- Decision. The decision to make public the minutes of any closed session shall be made only by the Governing Body of the Borough of Montvale and shall be based on a finding that public disclosure of the matters discussed at such closed session will not be detrimental to the public interest. In making this finding, the public body shall take into consideration, but need not agree with, the recommendation of the MRC and the basis for the recommendation as set forth in paragraph 4 above. In cases where more than one matter was discussed in closed session, the public body may elect to make public only the minutes pertaining to certain of those matters, and to keep the remaining portion(s) of the minutes confidential. Should the minutes contain any material entitled to protection, the public body shall excise or redact such protected matter, provided, that all materials required to be contained in the minutes by N.J.S.A. 10:4-14 shall be set forth.
- Once public, always public. Minutes which are made public shall not thereafter be treated as confidential, but may be seen and copied by any person in the same manner as minutes of open meetings.
- Guidelines. The following general guidelines pertaining to the nine purposes for closed meetings set forth in N.J.S.A. 10:4-12.B, may be considered in recommending and deciding when to make public minutes of closed session;
 - (a) Matters required by law to be confidential. When the need to preserve the secrecy of the confidential information discussed no longer exists; provided, that material entitled to court protection shall not be disclosed.
 - (b) Matters affecting the right to receive federal funds. When disclosure would no longer impair the right to receive funds or cause funds already received to be forfeited.
 - (c) Matters involving individual privacy. Such matters shall not be disclosed except as ordered by a court of competent jurisdiction, or with the written consent of all of the individual(s) concerned.
 - (d) Matters relating to collective bargaining agreements. When the collective bargaining agreement has been made, executed, and ratified.
 - (e) Certain matters involving public funds. After the transaction involving the public funds has been made.
 - (f) Matters affecting public safety and property. When the disclosure would no longer impair the safety and property of the public or the conduct of any investigation.

- (g) Litigation, contract negotiation and certain privileged matters. As to litigation, when a final decision has been rendered and all rights of appeal are exhausted; as to anticipated litigation, when the statute of limitations has been made as to contract negotiation, when either the contract has been made and is binding on all parties or if not made, when negotiation is terminated; as to matters falling within the attorney-client privilege, at such time, if ever, that disclosure would not violate the attorney's ethical duties.
- (h) Employment matters. When the employment decision has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.
- (i) Deliberations after hearing in penalty matters. After the decision of whether to impose the penalty has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.

15-2018 Open Public Meetings Act, Chapter 231 of Public Laws of the State of New Jersey/Closed Sessions Governing Body

WHEREAS, it is necessary for the Mayor and Council of the Borough of Montvale to discuss matters relating to such matters and which matters are permitted by Section 7.b of the Open Public Meeting Act, Chapter 231 of the Public Laws of the State of New Jersey for 1975 to be discussed in closed session in the absence of the public from time to time:

- 1.) Any matter considered confidential by federal law, state statute, or court rule;
- 2.) Any matter in which the release of information would impair the receipt of federal funds;
- 3.) Any material which would constitute an unwarranted invasion of individual privacy if disclosed;
- 4.) Any collective bargaining agreements or other discussion of the terms and conditions of a collective bargaining agreement, including negotiations leading up to such an agreement.
- 5.) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where disclosure of such matter could adversely affect the public interest.
- 6.) Any tactics and techniques used in protecting the safety and property of the public and investigations of violations or possible violations of the law.
- 7.) Any pending or anticipated litigation or contract negotiations in which the public body is or may become a party, and any matter falling within the attorney-client privilege, to the extent that confidentiality is required to preserve the attorney-client relationship.
- 8) Personnel matters related to the employment, appointment or termination of current or prospective employees, unless all individuals who could be adversely affected request, in writing, that the matter be discussed at a public meeting.
- 9.) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a fine upon an individual or the suspension or the loss of license or permit belonging to an individual.

WHEREAS, the Mayor and Council of the Borough of Montvale have determined that it is necessary in the public interest that the matters in fact be discussed in closed session, and has estimated that as nearly as can now be ascertained, the results of the discussion can be disclosed to the public at the conclusion of such matters; and

WHEREAS, any motion to go into closed session will be deemed to include a motion that the matters discussed at such closed session will be disclosed to the public when such matters are finally determined and there is no further reason to prohibit the public disclosure of information relating to such matters; and
NOW, THEREFORE BE IT RESOLVED, that any motion to go into closed session shall have the same effect as this resolution being adopted; and

NOW, THEREFORE BE IT FURTHER RESOLVED that the public be excluded from said portions of the meetings, when said closed session is deemed necessary and the appropriate motion adopted.

16-2018 Adoption of year 2018 By-Laws of the Mayor and Council of the Borough of Montvale

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the By-laws of the Mayor and Council of the Borough of Montvale are hereby adopted.

Included with original minutes

19-2018 Adoption Borough Policy & Procedure Manual Year 2018

WHEREAS, it is the policy of Borough of Montvale to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General's guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; and

WHEREAS, the Montvale Governing Body has determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with these laws and regulations.

NOW, THEREBY, BE IT RESOLVED by the Mayor & Council of the Borough of Montvale that the Personnel Policies and Procedures Manual attached hereto is hereby adopted.

BE IT FURTHER RESOLVED that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail.

BE IT FURTHER RESOLVED that this manual is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Mayor & Council.

BE IT FURTHER RESOLVED that to the maximum extent permitted by law, employment practices for the Borough of Montvale shall operate under the legal doctrine known as "employment at will."

BE IT FURTHER RESOLVED that the Administrator and all managerial/supervisory personnel are responsible for these employment practices. The Borough Attorney shall assist the Administrator in the implementation of the policies and procedures in this manual.

BE IT FUTHER RESOLVED, this manual shall be distributed to managerial/supervisory employees of the Borough of Montvale

NON-CONSENT AGENDA**RESOLUTION 00-2018 Temporary Budget**

WHEREAS, 40A: 4-19 provides that where any contract, commitment or payment are to be made prior to the final adoption of the 2018 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the effective date of this resolution is January 1, 2018; and

WHEREAS, the total appropriations in the 2017 budget, exclusive of any appropriations for debt service, capital improvement fund and public assistance are as follows:

Current	\$17,806,600.00
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WHEREAS, 26.25 percent of the total appropriations in the 2017 budget, exclusive of any appropriations for debt service, capital improvement fund and public assistance in said 2017 budget is as follows:

Current \$ 4,674,232.50

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

General Appropriations

Operations - Within "CAPS"

Administrative and Executive:	
Salaries and Wages	\$70,000.00
Other Expenses	50,000.00
Mayor and Council:	
Salaries and Wages	14,000.00
Other Expenses	4,000.00
Borough Clerk:	
Salaries and Wages	42,500.00
Other Expenses	8,000.00
Financial Administration:	
Salaries and Wages	72,000.00
Other Expenses	9,500.00
Tax Assessment Administration (Assessment of Taxes):	
Salaries and Wages	12,000.00
Other Expenses	9,500.00
Revenue Administration (Collection of Taxes):	
Salaries and Wages	20,000.00
Other Expenses	12,500.00
Legal Services and Costs:	
Other Expenses	100,000.00
Engineering Services and Costs:	
Other Expenses	50,000.00
Cable TV Committee:	
Salaries and Wages	2,500.00
Other Expenses	4,000.00
Historic Preservation Commission:	
Other Expenses	100.00
Planning Board:	
Salaries and Wages	29,000.00
Other Expenses	50,000.00
Zoning Official:	
Salaries and Wages	5,000.00
Property Maintenance:	
Salaries and Wages	2,000.00
Life Insurance	1,500.00
General Liability Insurance	105,000.00
Worker's Compensation Insurance	105,000.00
Employee Group Health	400,000.00
Employee Group Health - Waiver	10,000.00
Fire:	
Other Expenses	45,000.00
Fire Hydrant Service	60,000.00
Police:	
Salaries and Wages	975,000.00
Other Expenses	40,000.00
Acquisition of Police Vehicles	30,000.00
Police Dispatch / 911 (Radio Communications):	
Other Expenses	10,000.00
First Aid Organization:	
Other Expenses	10,000.00
Emergency Management:	
Salaries and Wages	1,500.00
Other Expenses	2,500.00

BOROUGH OF MONTVALE**JANUARY 1, 2018**

Uniform Fire Safety:	
Salaries and Wages	15,000.00
Other Expenses	3,000.00
Prosecutor:	
Other Expenses	4,000.00
Garbage and Trash Removal:	
Other Expenses	150,000.00
Public Buildings and Grounds:	
Salaries and Wages	9,000.00
Other Expenses	25,000.00
Maintenance of All Vehicles:	
Other Expenses	12,500.00
Municipal Services Act:	
Other Expenses	5,000.00
Public Health Services (Board of Health):	
Salaries and Wages	1,000.00
Other Expenses	25,000.00
Environmental Commission:	
Salaries and Wages	450.00
Other Expenses	500.00
Animal Control Services (Animal Regulation):	
Other Expenses	4,000.00
Welfare Administration (Public Assistance):	
Salaries and Wages	2,000.00
Other Expenses	200.00
Parks and Playground Maintenance:	
Salaries and Wages	2,000.00
Recreation:	
Salaries and Wages	20,000.00
Other Expenses	8,000.00
Senior Citizen:	
Salaries and Wages	6,500.00
Other Expenses	5,500.00
Municipal Court:	
Salaries and Wages	35,000.00
Other Expenses	3,000.00
Public Defender:	
Other Expenses	1,500.00
Construction Code Official:	
Salaries and Wages	50,000.00
Other Expenses	4,500.00
Building Sub-Code Official:	
Salaries and Wages	20,000.00
Plumbing Sub-Code Official:	
Salaries and Wages	20,000.00
Fire Sub-Code Official:	
Salaries and Wages	10,000.00
Electrical Sub-Code Official:	
Salaries and Wages	15,000.00
Elevator Sub-code Official:	
Other Expenses	10,000.00
Gasoline	30,000.00
Electricity	55,000.00
Telephone	15,000.00
Natural Gas	35,000.00
Street Lighting	40,000.00
Deferred Charges and Statutory	
Expenditures - Municipal Within "CAPS"	
Statutory Expenditures:	
Social Security System	60,000.00
Defined Contribution Retirement Program	<u>4,000.00</u>
	<u>3,068,750.00</u>

Excluded from "CAPS"

Maintenance of Free Public Library	240,000.00
Sewer Processing and Disposal:	
Contractual	325,000.00
Recycling Tax	<u>4,000.00</u>
	<u>569,000.00</u>

Inter-local Municipal Service Agreements

Police Dispatch / 911:	
Other Expenses	50,000.00
Municipal Court Administration:	
Salaries and Wages	35,000.00
Other Expenses	20,000.00
Prosecutor:	
Other Expenses	4,000.00
Public Defender:	
Other Expenses	1,500.00
Department of Public Works:	
Other Expenses	<u>600,000.00</u>
	<u>710,500.00</u>
	<u>4,348,250.00</u>

Municipal Debt Service - Excluded from "CAPS"

Payment of Bond Principal	1,625,000.00
Interest on Bonds	<u>105,905.00</u>
	<u>1,730,905.00</u>
	\$6,079,155.00
	=====

Introduced by Councilmember Lane; seconded by Councilmember Curry – all ayes

17-2018 Officers Fire Department

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, N.J., that the following Officers of the Montvale Fire Department be approved for the year 2018:

Fire Chief	-	Geoffrey Gibbons
Deputy Fire Chief	-	Charles Lydon
Captain 1	-	Michael Barnes
Captain 2	-	Bruce Hopper
Lt., Company #1	-	Mike Cintineo
Lt., Company #2	-	Richard Alton

Introduced by Councilmember Lane; seconded by Councilmember Gloeggler – all ayes

18-2018 NJ Pay to Play Law/Professional Service Contract Appointments / Year 2018

WHEREAS, on January 2006, the "New Jersey Local Unit Pay to Play" Law, N.J.S.A. 19:44A-20.4, et. seq., took effect; and

WHEREAS, the Borough of Montvale has a need to award certain professional contracts for services required by the municipality in calendar year 2016; and

WHEREAS, the Pay to Play Law permits such services to be acquired through the 'non-fair and open' process as declined in N.J.S.A. 19:44A-20.4 or 20.5 on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

WHEREAS, the anticipated term of these contracts is 1 year; and

WHEREAS, the public good and interest of the citizens of the Borough of Montvale will best be served by the "non-fair and open" process to secure experienced professional services, rather than the "fair and open" process awarding a contract to the lowest bidder; and

WHEREAS, each professional will be required to first complete and submit a Business Entity Disclosure Certification which certifies these professionals have not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that said professionals will be prohibited from making any reportable contributions through the term of the contract, and

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

The following professional 2017 contracts shall be awarded under the "non-fair open" process at the next regular meeting of the Governing Body:

Borough Attorney: Philip N. Boggia, Esq.
Boggia & Boggia, Esqs.
71 Mt. Vernon Street
Ridgefield Park, NJ 07660

Borough Engineer: Andrew Hipolit
Maser Consulting P.A.
200 Valley Road, Suite 400
Mount Arlington, NJ 07856

Auditor: Jeff Bliss
Lerch, Vinci & Higgins
1717 Route 208
Fairlawn, NJ 07407

The said professionals, prior to securing such contract, shall execute and file with the Municipal Clerk, a 2018 Business Entity Disclosure Certification pursuant to N.J.S.A. 19:44A-20-8.

Introduced by Councilmember Lane; seconded by Councilmember Curry – all ayes

20-2018 A Resolution Re-Affirming The Borough's Existing Policy For Eligible Municipal Employees To Voluntarily Waive The Medical And Prescription Coverages Provided Through The Employee Health Benefits Program For Calendar Year 2018

WHEREAS, the Borough of Montvale provides a comprehensive health benefits program comprised of medical, prescription, dental and vision coverages for eligible municipal employees, dependents and retirees; and

WHEREAS, the Governing Body desires the continuance of the program offering for the 2018 Calendar Year.

NOW, THEREFORE BE IT RESOLVED, the Mayor and Council of the Borough of Montvale, County of Bergen, hereby re-authorizes the offering of the Borough's "Opt – Out" Program to municipal employees/Plan participants eligible for health benefits coverage through the Borough Employee

Health Benefit Program, whereby the employee/plan participant can voluntarily waive participation in consideration of an annual financial incentive; and

BE IT FURTHER RESOLVED, the waiver of benefits financial incentive shall be set on an annual basis, such incentive set for the 2018 calendar year as follows:

**FOR THOSE EMPLOYEES/PLAN PARTICIPANTS PARTICIPATING IN THE OPT-OUT
AFTER MAY, 21, 2010**

ELIGIBLE COVERAGE	ANNUAL FINANCIAL INCENTIVE (2018)
Single	25% of the Net Savings to the Borough of Montvale or \$5,000, whichever is less
Employee/Spouse	
Parent/Child	
Family	

BE IT FURTHER RESOLVED, the above schedules are consistent with the amounts set forth by the Borough and in accordance with the provisions set forth by the NJ Divisions of Local Government Services, as established by Chapter 2, P.L. 2010.

BE IT FURTHER RESOLVED, the specific terms and conditions of said waiver of coverage are contained within the "201 Waiver of Coverage Offer and Agreement," a copy attached herewith and affirmed by this Resolution; and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be forwarded to the Borough Finance Officer, Health Benefits Consultant and Borough Attorney.

Introduced by Councilmember Lane; seconded by Councilmember Curry – all ayes

**OATHS OF OFFICE ADMINISTERED TO OFFICERS OF MONTVALE FIRE DEPARTMENT
SWEARING IN BY MAYOR MIKE GHASSALI**

Fire Chief , Geoffrey Gibbons
Deputy Fire Chief, Charles Lydon
Captain 1, Michael Barnes
Captain 2 , Bruce Hopper
Lt., Company #1, Mike Cintineo
Lt., Company #2, Richard Alton

**MAYOR & GOVERNING BODY APPOINTMENTS, 2018 STAFF, BOARD AND COMMITTEE
APPOINTMENTS**

Mayor Ghassali read the staff, board and committee appointments into the record. (Listing attached to original minutes).

A motion by Councilmember Lane ; seconded by Councilmember Curry - All ayes on a roll call vote

OPEN MEETING TO PUBLIC:

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

NO PUBLIC COMMENT

CLOSE MEETING TO PUBLIC:

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Koelling
- All ayes

COUNCIL COMMENTS:**Council President Koelling**

Happy New Year; 2017 was year of COAH; 2018 will have challenges with tax reform, new governor, roads, school #2; new projects, Sony, Mercedes and Shoppes at DePiero's;

Councilmember Weaver

Happy New Year; congratulations to Councilmembers Curry and Arendacs; the local election ran smoothly with mutual respect between all candidates; 2017 was consumed by COAH and it was emotional for councilmembers; but accomplishments were made by councilmembers for example, finances are in check, firehouse will be completed shortly, new digital sign, TVAccess has new members and new segments, Huff Park playground and pond, Day in the Park, Akers Ave parking and considering a tree ordinance

Councilmember Arendacs

Thanked Assemblywoman Holly Schepisi for swearing in; thanked his family for their support through the campaign; had to make tough decisions in 2017 and will continue to do what is best for the community and what is right; proud to be part of this council; congratulated Councilmember Curry; congratulated Fire Chief Miller for all his years of service and dedication to the borough wished him the best on his retirement; congratulations to all the board members and staff;

Councilmember Curry

Happy New Year; Congratulations Councilmember Arendacs; thanked all volunteers, borough administration and first responders; will continue to have communication between residents and the borough a top priority; continue to work together with the mayor and councilmembers to do what is best for Montvale; thanked Assemblywoman Holly Schepisi for her encouragement and support during the campaign and being here tonight; thanked her family for their support, encouragement and walking the town during the campaign and finally thanked the residents for their support and the opportunity to serve Montvale for another three years

Councilmember Gloeggler

Happy New Year; one year ago was sworn in and it has been a joy and honor to serve in 2017; had a lot to learn and hasn't always been easy; thanked mayor and councilmembers, all the volunteers, borough staff, first responders; worked with Media Consultants to add new members of TV Access, new shows, televised events and council meetings; excited about the new turf; goal for 2018 is to meet as many people as she can; thank you for the opportunity to serve;

Councilmember Lane

Happy New Year; in the middle of his 4th term; as a council we owe the public an efficient government that treats our residents as valued customers; also as councilmembers we owe our employees to be treated with respect and to pay them fairly; congratulated the current fire officials that were sworn in; thanked all the firehouse committee members who worked long hours and were there every step of the way with the construction of the firehouse; special thanks to Fire Chief Miller; COAH showed us that Montvale is a town in demand, that creates challenges and also creates opportunity; as finance chair, we might have an opportunity to do something with taxes;

Mayor Ghassali

Congratulated Councilmembers Curry and Arendacs on their re-election; congratulated new Fire Chief Gibbons and the rest of the Fire Department volunteers; sincere thanks to former Chief Miller on his 50 years of service, "once a Chief you are always a Chief" ; COAH was massive chaos, with self imposed rules to fill every inch of our towns with development, the courts in their wisdom found this to be a good formula; thanked Assemblywoman Holly Schepisi for her efforts with COAH; the Montvale community helped collect donations for the victims of Hurricane Harvey and 4 volunteers drove 200 miles to Pennsylvania at their own expense to deliver 4 pallets of supplies, Maser Consulting and Benjamin Moore donated \$5,000 to have the supplies shipped to Houston; had first 9/11 ceremony with 400 residents attending; grand opening of Wegmans was one of the smoothest openings according to the store manager and are breaking all sales records; a fourth generation family member of the Piatt family will be opening Beets Juice Bar at the Shoppes at DePiero's; in 2018 will focus on enhancing services and ensuring that traffic will remain calm;

CLOSING PRAYER

Closing Prayer given by Paster Ed Hasse – St. Paul's Episcopal Church

Motion to adjourn Re-Organization meeting by Councilmember Lane; seconded by Councilmember Curry - All ayes.

Meeting adjourned at 8:02PM

Next scheduled Mayor and Council meeting will be held January 9, 2018 @ 7:30PM

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk

PUBLIC MEETING
MINUTES

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:38 PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Clint Miller led the Pledge of Allegiance to the Flag, and roll call was taken.

OPEN PUBLIC MEETING STATEMENT

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

Also Present: Mayor Mike Ghassali; Borough Attorney, Joe Voytus; Borough Engineer, Andrew Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

ROLL CALL:

Councilmember Arendacs - absent

Councilmember Curry

Councilmember Gloeggler

Councilmember Koelling left at 8pm due to illness

Councilmember Lane

Councilmember Weaver

SWEARING IN: Montvale Probationary Police Officer Andrew Boman

MONTVALE RECREATION:

RECOGNITION: Winners of the Holiday House Decorating Contest:

Best Use of Lights: The Manole Family

Best Theme: The Evans Family

Best Neighborhood: The Keel Family, The Varian Family, The Gungil Family

ORDINANCES:

INTRODUCTION OF ORDINANCE NO. 2018-1440 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY AMENDING AND SUPPLEMENTING CHAPTER 109 OF THE BOROUGH CODE TO ESTABLISH REQUIREMENTS FOR REPAVING ROADS IN THE EVENT OF CERTAIN STREET OPENINGS

(Public Hearing 1/30/18)

A motion to Introduce Ordinance **2017-1440** for first reading was made by Councilmember Weaver; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in the Ridgewood News; seconded by Councilmember Curry - A roll call was taken,

INTRODUCTION OF ORDINANCE NO. 2018-1441 AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE STANDARDS CONCERNING TEMPORARY WALL SIGNS IN THE AH-26 AFFORDABLE HOUSING DISTRICT

(Public Hearing 1/30/18)

A motion to Introduce Ordinance **2017-1441** for first reading was made by Councilmember Weaver; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in the Ridgewood News; seconded by Councilmember Curry - A roll call was taken,

MEETING OPEN TO PUBLIC:

Agenda Items Only

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

NO PUBLIC COMMENT

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

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

December 26, 2017

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

Sine Die January 1, 2018

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

MINUTES CLOSED/EXECUTIVE SESSION:

December 26, 2017

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

RESOLUTIONS:

35-2018 Appointing Probationary Montvale Police Officer/Andrew Boman

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that Michael Boman be and is hereby appointed as a 12 month Probationary Police Officer with the Borough of Montvale Police Department; and

BE IT RESOLVED, the effective date of employment is January 10, 2018.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

36-2018 Authorize Change Order # 5 Montvale Intersection Improvements/Widening of Chestnut Ridge Road New Price Construction Co., Inc.

WHEREAS, the Borough of Montvale awarded a contract on April 11, 2017 in connection with the Montvale Intersection Improvements Project throughout the Borough of Montvale; and

WHEREAS, base bid was awarded in the amount of \$2,064,244.05 to the following:

New Prince Concrete, 215 Eileen Terrace, Hackensack, New Jersey 07601

WHEREAS, this contract was awarded via Resolution #92-2017; and

WHEREAS, the Borough Engineer in a detailed letter dated December 21, 2017 recommends Change Order #5 in the amount of 8,928.00 as an increase to the contract for the removal of additional tree stumps along Summit Avenue and a six foot high fence; and

WHEREAS, the Borough Engineer in a detailed letter dated December 21, 2017 recommends Change Order #5 in the amount of 8,928.00 as an increase to the contract for the removal of additional tree stumps along Summit Avenue and a six foot high fence; and

WHEREAS, Change Order #5 is hereby authorized to be issued to New Prince Concrete Construction Co., Inc. in the amount of \$8,928.00; and

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

Total Contract Base Bid Amount	\$2,064,244.05
Change Order #1	\$ 485,445.54
Change Order #2	\$ 20,000.00
Change Order #3	\$ 80,000.00
Change Order #4	\$ (25,819.34)
Change Order #5	\$ 8,928.00
New Project Total	\$ 2,632,798.25

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

37-2018 Hiring Full Time Recreation Director/Administrative Floater/Field Scheduling/ L. Dent

WHEREAS, the Borough of Montvale is desirous of hiring a Full Time Recreation Director/Administrative Floater/Field Scheduling Coordinator in the Borough of Montvale; and

WHEREAS, Lisa Dent, meets the qualifications for this position, agrees to the terms and conditions of employment as directed by the Mayor and Council by Ordinance and letter 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 these full time positions effective January 1, 2018.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes
Councilmember Weaver asked if the job description has been updated

38-2018 Appointing / Permanent Montvale Police Officer /Ryan Dubelbeiss

WHEREAS, Ryan Dubelbeiss has successfully completed the required probationary time period; and

WHEREAS, Chief Abrams has recommended Officer Dubelbeiss for permanent Police Officer appointment.

NOW, THEREFOR BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey that Ryan Dubelbeiss is hereby permanently appointed to the Montvale Police Department, effective January 10, 2018.

Introduced by: Councilmember Lane; seconded by Councilmember Weaver - All ayes

39-2018 A Resolution Approving a Temporary Construction and Access Easement Agreement to Address Invasive Bamboo in and around Montvale Avenue – Block 712, Lot 10

WHEREAS, Edip Dema and Ejup Dema ("Owners") are the owners of certain real property located on Montvale Avenue, Montvale, New Jersey, also known as Block 712, Lot 10 on the official Tax Map of the Borough (the "Property"); and

WHEREAS, there is presently located on certain property in and around Montvale Avenue in the Borough of Montvale, including the Property, a species of invasive bamboo that both the Borough and Owners would like to have removed; and

WHEREAS, the Borough and the Owners have negotiated a Temporary Construction and Access Easement Agreement (the "Easement Agreement"), a copy of which is attached hereto, in order to allow the Borough to enter upon the Property and to permanently remove the bamboo from the Property, subject to certain terms and conditions set forth therein; and

WHEREAS, the Borough is desirous of approving the Easement Agreement in order to proceed with the scope of work set forth therein.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Temporary Construction and Access Easement Agreement previously negotiated with the Owners.

BE IT FURTHER RESOLVED that all other appropriate officials are authorized and empowered to take all steps necessary to effectuate the purposes of this Resolution.

Introduced by: Councilmember ; seconded by Councilmember

- All ayes

THIS RESOLUTION WAS TABLED

40-2018 A Resolution Approving a Temporary Construction and Access Easement Agreement to Address Invasive Bamboo in and around Montvale Avenue – Block 713, Lot 3

WHEREAS, Adam Donikowski and Monika Donikowski ("Owners") are the owners of certain real property located at 66 Montvale Avenue, Montvale, New Jersey, also known as Block 713, Lot 3 on the official Tax Map of the Borough (the "Property"); and

WHEREAS, there is presently located on certain property in and around Montvale Avenue in the Borough of Montvale, including the Property, a species of invasive bamboo that both the Borough and Owners would like to have removed; and

WHEREAS, the Borough and the Owners have negotiated a Temporary Construction and Access Easement Agreement (the "Easement Agreement"), a copy of which is attached hereto, in order to allow the Borough to enter upon the Property and to permanently remove the bamboo from the Property, subject to certain terms and conditions set forth therein; and

WHEREAS, the Borough is desirous of approving the Easement Agreement in order to proceed with the scope of work set forth therein.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Temporary Construction and Access Easement Agreement previously negotiated with the Owners.

BE IT FURTHER RESOLVED that all other appropriate officials are authorized and empowered to take all steps necessary to effectuate the purposes of this Resolution.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

41-2018 A Resolution Approving a Temporary Construction and Access Easement Agreement to Address Invasive Bamboo in and around Montvale Avenue – Block 712, Lot 9

WHEREAS, Thomas D. Polifroni and Donna F. Polifroni ("Owners") are the owners of certain real property located at 69 Montvale Avenue, Montvale, New Jersey, also known as Block 712, Lot 9 on the official Tax Map of the Borough (the "Property"); and

WHEREAS, there is presently located on certain property in and around Montvale Avenue in the Borough of Montvale, including the Property, a species of invasive bamboo that both the Borough and Owners would like to have removed; and

WHEREAS, the Borough and the Owners have negotiated a Temporary Construction and Access Easement Agreement (the "Easement Agreement"), a copy of which is attached hereto, in order to allow the Borough to enter upon the Property and to permanently remove the bamboo from the Property, subject to certain terms and conditions set forth therein; and

WHEREAS, the Borough is desirous of approving the Easement Agreement in order to proceed with the scope of work set forth therein.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Temporary Construction and Access Easement Agreement previously negotiated with the Owners.

BE IT FURTHER RESOLVED that all other appropriate officials are authorized and empowered to take all steps necessary to effectuate the purposes of this Resolution.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

42-2018 Appointment/Permanent Montvale Police Officer/Russell DiLauri

WHEREAS, Russell DiLauri has successfully completed the required probationary time period; and

WHEREAS, Chief Abrams has recommended Officer DiLauri for permanent Police Officer appointment.

NOW, THEREFOR BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey that Russell DiLauri is hereby permanently appointed to the Montvale Police Department, effective January 10, 2018.

Introduced by: Councilmember Lane; seconded by Councilmember Weaver - All ayes

43-2018 A Resolution Authorizing the Borough Attorney to Commence Proceedings to Take Possession of the Property Located at 79 West Grand Avenue, Identified as Block 2305, Lot 20, for the Purpose of Rehabilitating the Property

WHEREAS, the following Property has been determined by the designated Public Officer of the Borough of Montvale, County of Bergen, State of New Jersey, pursuant to Borough Code § 120-10, to be abandoned according to the criteria set forth in N.J.S.A. 55:19-81:

Street Address:	79 West Grand Avenue, Montvale, New Jersey
Tax Lot and Block:	Block 2305, Lot 20
Owner of Record:	Michael & Maureen Culhane, 732 Roemer Avenue, Teaneck, New Jersey 07666

WHEREAS, the factual basis for the Public Officer's finding that the Property is abandoned was set forth in a Notice sent to the Owners of Record in July of 2016; and a revised Notice was sent to the Owners of Record in September of 2016; and

WHEREAS, the Public Officer's finding was appealed by the Owners of Record by letter dated August 15, 2016; and

WHEREAS, an appeal hearing was held on December 12, 2016, concerning the inclusion of the Property on the Abandoned Property List, during which the Owners of Record were represented by Richard D. Koppenaal, Esq.; and

WHEREAS, a Decision was rendered by letter dated January 4, 2017, which sets forth the Public Officer's conclusion that the Property is abandoned, a copy of which was provided to the Owners of Record and their counsel; and

WHEREAS, pursuant to said Decision, the Owners of Record were granted until January 4, 2018 to obtain a perform all necessary remediation work and to obtain a Certificate of Occupancy for the Property in order to remove the Property from the Abandoned Property List; and

WHEREAS, the Owners of Record have failed to comply with the conditions of the Decision, and have in fact not even yet submitted complete and compliant plans for any rehabilitation work.

NOW, THEREFORE, BE IT RESOLVED that the Borough Attorney is hereby directed, authorized and empowered to commence a summary action in Superior Court pursuant to the Abandoned

Properties Rehabilitation Act, N.J.S.A. 55:19-78, et seq. in order to take possession of the following property for the purposes of rehabilitating the abandoned property:

Street Address: 79 West Grand Avenue, Montvale, New Jersey
Tax Lot and Block: Block 2305, Lot 20
Owner of Record: Michael & Maureen Culhane, 732 Roemer Avenue, Teaneck, New Jersey 07666

BE IT FURTHER RESOLVED that prior to commencing such summary action, the Borough Attorney is directed, authorized and empowered to send to the Owners of Record the statutory Notice of Intention to Take Possession, pursuant to N.J.S.A. 55:19-86.

BE IT FURTHER RESOLVED that all other appropriate Borough officials, officers and employees are directed, authorized and empowered to take all steps necessary to effectuate the purposes and provisions of this Resolution.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - All ayes

The attorney gave an explanation stating that this property was placed on the abandoned property list in 2016; a hearing was held in 2016 stating the owners had a year to rehabilitate the home; to date, no permits have been issued to start the rehabilitation; this resolution authorizes the attorney to take the next step

44-2018 A Resolution Amending a Professional Services Contract to Jeffrey R. Surenian and Associates, LLC to Serve as Special Counsel in Connection with the Borough's Affordable Housing Litigation to Increase the Amount of the Contract

WHEREAS, the Governing Body previously adopted Resolution No. 155-2017, which awarded a professional services contract to Jeffrey R. Surenian, Esq. of Jeffrey R. Surenian & Associates, LLC, 707 Union Avenue, Suite 301, Brielle, New Jersey 08730, to represent the Borough of Montvale and to perform all services necessary and appropriate in connection with the Borough's affordable housing litigation, Docket No. BER-L-6141-15; and

WHEREAS, that contract included an initial "Not To Exceed" figure of \$25,000.00; and

WHEREAS, Mr. Surenian has advised that his firm is approaching the Not To Exceed figure and needs authorization from the Borough of Montvale to proceed with additional work; and

WHEREAS, the Governing Body previously adopted Resolution 221-2017, which amended the not to exceed amount to \$75,000; and

WHEREAS, the Governing Body is desirous of authorizing same; and

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

NOW, THEREFORE, BE IT RESOLVED that the professional services contract with Jeffrey R. Surenian and Associates, LLC is hereby amended to increase the "Not To Exceed" value to a total of \$100,000.00.

BE IT FURTHER RESOLVED that all other terms and conditions of said contract shall remain the same.

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

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

Introduced by: Councilmember Lane; seconded by Councilmember Weaver - All ayes
Councilmember Curry asked for clarification; it's an increase of \$25,000 not to exceed \$100,000

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.

21-2018 Awarding Professional Service Contract/Records Management Services/Narita Maraj, LLC

WHEREAS, the Borough of Montvale is in need to hire a Records Management Service as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, it is the desire of the Mayor and Borough Council to award a professional service contract to Narita Maraj, LLC, 79 Washington Avenue, Apt 3R, Kearny, NJ 07032, for the management of the Borough of Montvale's Records; and

WHEREAS, The State of New Jersey mandates a local records management program for all municipalities; and

WHEREAS, The Records Management Services and the Open Public Records Act (OPRA) has mandated the process of records management required by the State of New Jersey and the Records Management Services (R.M.S.); and

WHEREAS, the contract is hereby awarded in an amount not to exceed \$15,000.00; and

WHEREAS, any expenditures exceeding \$15,000.00 must be approved by Mayor and Council by resolution; and

WHEREAS, the Certified Municipal Finance Officer has certified the availability of funds; and,

WHEREAS, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contract for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale as follows:

1. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law the services are to be performed are specific in nature, required by law to maintain, legal disposal and appropriate preservation of public records .

2. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. A Notice of this action shall be printed once in the official newspaper of the Borough.

22-2018 Award Professional Service Contract / Borough Attorney / Boggia & Boggia

WHEREAS, the Borough of Montvale has a need to acquire Attorney Services as a non-fair and open contract pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

WHEREAS, Boggia & Boggia, 71 Mt. Vernon Street, Ridgefield Park, NJ 07660 were appointed at the Re-organization Meeting of the Governing Body on January 1, 2018; and

WHEREAS, the anticipated term of this contract is for 1 year; and

WHEREAS, the Certified Municipal Finance Officer has certified the availability of funds; and,

WHEREAS, Philip Boggia, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Philip Boggia, Esq. from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Boggia & Boggia.
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. A Notice of this action shall be printed once in the official newspaper of the Borough.

23-2018 Award Professional Service Contract / Borough Auditor / Lerch, Vinci & Higgins

WHEREAS, the Borough of Montvale has a need to acquire Auditor Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

WHEREAS, Lerch, Vinci & Higgins, LLP, 17-17 Route 208, Fair Lawn, NJ 07410 were appointed at the Re-organization Meeting of the Governing Body on January 1, 2018; and

WHEREAS, the anticipated term of this contract is for 1 year; and

WHEREAS, the Certified Municipal Finance Officer has certified the availability of funds; and,

WHEREAS, Lerch, Vinci & Higgins, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Lerch, Vinci & Higgins, LLP from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:111 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Lerch, Vinci & Higgins
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. A Notice of this action shall be printed once in the official newspaper of the Borough of Montvale.

24-2018 Award Professional Service Contract / Engineering Services / Maser Consulting P.A. Andrew R. Hipolit, P.E., PP., C.M.E.

WHEREAS, the Borough of Montvale has a need to acquire Engineering Services as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

WHEREAS, Maser Consulting P.A., 200 Valley Road, Mount Arlington, NJ 07856 were appointed at the Re-organization Meeting of the Governing Body on January 1, 2018; and

WHEREAS, Andrew R. Hipolit, shall be designated as Principal In Charge for all services provided to the Borough of Montvale, and

WHEREAS, the anticipated term of this contract is for 1 year; and

WHEREAS, the Certified Municipal Finance Officer has certified the availability of funds; and,

WHEREAS, Maser Consulting. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will

prohibit Maser Consulting from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:111 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Maser Consulting.

2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.

3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

4. A Notice of this action shall be printed once in the official newspaper of the Borough.

25-2018 Award Professional Service Contract / Borough Planner / Maser Consulting, P.A. / Darlene Green

WHEREAS, the Borough of Montvale has a need to acquire Municipal Planner as a non-fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

WHEREAS, Maser Consulting, P.A. was appointed at the Re-Organization Meeting of the Governing Body on January 1, 2018; and

WHEREAS, it is the desire of the Mayor and Borough Council to appoint Darlene Green, P.P., AICP/Associate/Senior Project Planner of Maser Consulting, P.A., Perryville III Corporate Park, 53 Frontage Road, Suite 120, Clinton, NJ 08809 for planning services for the Borough for this period; and

WHEREAS, the anticipated term of this contract is for 1 year; and

WHEREAS, the Certified Municipal Finance Officer has certified the availability of funds; and,

WHEREAS, Maser Consulting, P.A. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Maser Consulting, P.A. from making any reportable contributions through the term of the contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:111 et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale as follows:

1. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.

2. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

3. A Notice of this action shall be printed once in the official newspaper of the Borough

26-2018 Awarding Service Contract / Agreement Tri-State Technical Services / Computers & Peripherals

WHEREAS, the Borough of Montvale requires professional computer services and an extended service agreement for the computers and peripherals for the period January 1, 2018 through December 31, 2018; and

WHEREAS, section N.J.S.A. 40A:11-5 of the Local Public Contracts Law, (N.J.S.A. 40A:11-1 et seq.) exempts such professional services from competitive bidding.

NOW, THEREFORE BE IT RESOLVED by the Borough of Montvale as follows:

That a contract for professional computer services for an Service Agreement for Computers and Peripherals proposal which is attached and made part of this resolution be awarded to Tri-State Technical Computer Services, Inc., of 442 Lafayette Avenue, Hawthorne, New Jersey 07506 in the amount of \$8,500.00 for the period January 1, 2018 through December 31, 2018, as described in the Service Agreement;

WHEREAS, the Certified Municipal Finance Officer has provided funds to be available subject to the adoption of the year 2018 Municipal Budget; and

BE IT FURTHER RESOLVED that a copy of this resolution be published in an Official Newspaper, be on file, available for public inspection, in the office of the Municipal Clerk, 12 Mercedes Drive, Montvale, NJ 07645.

27-2018 Appointment of A Risk Management Consultant In Accordance With The Requirements Set Forth By The Bergen County Municipal Joint Insurance Fund (BCMJIF) For The Borough Commencing January 1, 2018/Professional Insurance Associates, (P.I.A), Inc.

WHEREAS, the Borough Of Montvale (hereinafter, the Municipality) is a member of the **Bergen County Municipal Joint Insurance Fund (BCMJIF)** and the **Municipal Excess Liability Joint Insurance Fund (MEL)** collectively referred to as, the Funds, for property and casualty coverage's, which include property, general liability, crime, environmental, employee benefits liability, excess liability and workers compensation; and

WHEREAS, the bylaws of said Funds require the Municipality appoint a RISK MANAGEMENT CONSULTANT to perform the various functions and professional services integral to the effective operation of the Municipality's Insurance Program and Loss Control efforts; and

WHEREAS, the Board of Fund Commissioners for the BCMJIF established a fee for such services equal to six percent (6%) of the Municipality's assessment, which expenditure represents reasonable compensation for the services required and is a part of the Municipal Assessment promulgated by the Fund's; and

WHEREAS, the Municipality has conducted a solicitation process to review and evaluate the credentials, services, performance and integrity of several professional firms experienced in these types of services; and

WHEREAS, the judgmental nature of the Risk Management Consultant's duties renders comparative bidding impractical;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council does hereby appoint **Professional Insurance Associates Inc.** as its Risk Management Consultant in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized and directed to execute a Risk Management Consultant's Agreement attached and to advertised in the official newspaper in accordance with NJSA 40A:11-5 (1) (a) (i).

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to Professional Insurance Associates, 429 Hackensack Street, Carlstadt, New Jersey 07072.

28-2018 Award Professional Service Contract/Prosecutor/Alternate Prosecutor/Public Defender/Alternate Public Defender/Pascack Joint Municipal Court

WHEREAS, the Pascack Joint Municipal Court has a need to contract for the services of various professionals to serve as the municipal prosecutor or alternate prosecutor, pursuant to N.J.S.A. 2B:25-1, et seq., and to serve as the municipal public defender or alternate public defender, pursuant to N.J.S.A. 2B:24-1, et seq.; and

WHEREAS, these services are being solicited under the non-fair and open procedures of N.J.S.A. 19:44A-20.4 and -20.5; and

WHEREAS, the Attorney General of the State of New Jersey has advised municipalities that without formal appointment of an alternate municipal prosecutors, the municipality and/or the prosecutor may lose immunity conferred by the New Jersey Municipal Tort Claims Act; and

WHEREAS, there are occasions when the appointed municipal public defender may have a conflict of interest, thus creating a need for an alternate public defender; and

WHEREAS, it is the desire of the Pascack Joint Municipal Court to appoint the following individuals to the positions set forth below:

Prosecutor: Christopher C. Botta, Esq.

Alternate Prosecutor: Natalia Angeli, Esq.

Alternate Prosecutor: Richard Rosa, Esq.

Public Defender: Gerald R. Salerno, Esq.

Alternate Public Defender: Salvatore Sclafani, Esq.

WHEREAS, the salary of the Prosecutor shall be \$27,000, and the salary of the Public Defender shall be \$7,500.00; and

WHEREAS, said salaries shall be included as part of the Operational Costs for the Pascack Joint Municipal Court as per the agreement between the participating municipalities; and

WHEREAS, any compensation to be paid to the Alternate Prosecutor and/or Alternate Public Defender shall be paid by the Prosecutor or Public Defender, as appropriate; and

WHEREAS, the term of these contracts shall commence on January 1, 2018, and shall continue for the remainder of the calendar year 2018; and

WHEREAS, the Certified Municipal Finance Officer has the availability of funds; and,

WHEREAS, all of the aforementioned professionals have completed and submitted a Business Entity Disclosure Certification which certifies that he/she has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit professionals from making any reportable contributions through the term of their contract; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and Contracts must be available for public inspection.

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale as follows:

1. These Contracts are awarded without competitive bidding as "Professional Services" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, because the services are to be performed by a person authorized by law to practice a recognized profession.
2. The Business Disclosure Entity Certification and the Contracts, including the terms of compensation for each professional, shall be placed on file with this resolution.
3. A Notice of this action shall be printed once in the official newspaper of the Borough.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Montvale confirm these appointments

29-2018 Authorize Contract NorthWest Bergen Regional Health Commission

WHEREAS, the Board of Health of the Borough of Montvale has received and reviewed the proposal from NorthWest Bergen Regional Health Commission; and

WHEREAS, said attached proposal for a two year (2) contract has been reviewed and approved by the Board of Health; and

WHEREAS, the Board of Health recommends this two year Health Services contract with Northwest Regional Board of Health Commission based upon services provided; and

WHEREAS, it is the intention of the Mayor and Council to provide funds in the year 2017 and 2018 Budgets for these contracts in the Borough of Montvale's Board of Health Budget; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the contracts for Health Services for 2017 and Year 2018 be and is hereby awarded to NorthWest Bergen Regional Health Commission, 20 West Prospect Street, Waldwick, NJ 07463, NJ pursuant to the terms and conditions and rates as outlined in the attached contract effective January 1, 2017, copy of which is attached to this resolution for the base amount of \$55,923.71 annually for 2017 and 2018 as outlined in the attached proposal.

30-2018 Authorize Contract Animal Control Services/Tyco

WHEREAS, the Board of Health of the Borough of Montvale has received a proposal from Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ.

WHEREAS, said proposal has been reviewed and approved by the Board of Health; and

WHEREAS, the Board of Health recommends this contract with Tyco Animal Control Service based upon prior services provided; and

WHEREAS, it is the intention of the Mayor and Council to provide funds in the year 2018 Budget for this contract, Other Expense Portion of the Animal Control Services Budget; and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the contract for Animal Control Services for 2018 be and is hereby awarded to Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ pursuant to the terms and conditions and rates as outlined in the attached contract effective January 1, 2018, copy of which is attached to this resolution for the base amount of \$9,900.00 annually payable monthly with additional costs charged per the rates as outlined in the attached proposal.

31-2018 Award Professional Service Contract Administrative Agent for the Borough consistent with N.J.A.C. 5:80-26.14 and to coordinate the affirmative marketing, review and approval of the sale and rental of affordable units in the Borough of Montvale/Piazza & Associates, Inc.

WHEREAS, the Borough of Montvale requires the services of an experienced, qualified agency to serve as Administrative Agent for the Borough consistent with N.J.A.C. 5:80-26.14 and to coordinate the affirmative marketing, review and approval of the sale and rental of affordable units in the Borough of Montvale, and the income qualification of the applicants who seek to reside in such units; and

WHEREAS, such services have previously been provided to the Borough by the Bergen County Housing Authority, which has advised the Borough that it will no longer be providing such services in connection with affordable rental units in the Borough and future sale units; and

WHEREAS, the Borough is in receipt of a proposal from Piazza & Associates, Inc., 216 Rockingham Row, Princeton Forrestal Village, Princeton, New Jersey 08540 to perform such services as is more particularly detailed in a document entitled, "Proposal Submitted To The Borough of Montvale, Bergen County, New Jersey, which is hereto attached to the original of this resolution; and

WHEREAS, said services constitute a professional service under the Local Public Contracts Law; and

WHEREAS, the Chief Financial Officer of the Borough has certified that funding is available for such services.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that it does hereby approve the aforesaid proposal with Piazza & Associates, Inc. for a one (1) year period in accordance with the draft Contract, provided that Piazza & Associates, Inc. submits documentation consistent with N.J.S.A. 19:44A-8 and 16 that it has not made a reportable contribution to any candidate for local office in Montvale or any political committee in the Borough; and

BE IT FURTHER RESOLVED that Mayor Michael Ghassali and Borough Clerk/Administrator Maureen Iarossi-Alwan be and are hereby authorized to execute the Contract on behalf of the Borough.

32-2018 Mutual Aid Plan & Rapid Deployment Force Interlocal Service Agreement

WHEREAS, the police departments in Bergen County have a day-to-day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order; and

WHEREAS, Law Enforcement Officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, major storms, etc., manmade causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, riots, terrorist incidents and bombings, state and national emergencies; and

WHEREAS, the Bergen County Police Chiefs Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies; and,

WHEREAS, this Plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Montvale to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the plan submitted by the Bergen County Police Chiefs Association.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the Police Department of the Borough of Montvale, under the direction of the Chief of Police, cooperate with the Bergen County Police Chiefs Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen in order to put into place the Mutual Aid Plan and Rapid Deployment Force; a

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the County Executive, the Board of Chosen Freeholders, the County Prosecutor, the County Chief of Police, and all Bergen County Municipalities.

33-2018 A Resolution of the Borough of Montvale Renewing the Contract to GovSites (formally Flanagan Productions, LLC), as an Extraordinary Unspecifiable Service for Website Design, Hosting and Support and Related Services

WHEREAS, the Borough of Montvale is desirous of continuing the services of a professional company to redesign, host and support the Borough's website and related web applications and social media in order to better service the Borough's residents and visitors to the Borough's website; and

WHEREAS, such services are exempt from public bidding requirements pursuant to *N.J.S.A. 40A:11-5(a)(ii)* and *N.J.A.C. 5:34-2.1* as "extraordinary unspecifiable services"; and

WHEREAS, the Borough has received a proposal for the year 2018 to provide such services from John Flanagan of GovSites (formally Flanagan Productions, LLC), said proposal is attached to the original of this resolution; and

WHEREAS, the Council is therefore desirous of awarding a contract to GovSites to perform the above-referenced services for the prices and on the terms set forth in the GovSites Proposal; and

WHEREAS, because the value of this contract exceeds the Borough's applicable pay-to-play threshold, it shall be awarded pursuant to the "alternative" provisions of *N.J.S.A. 19:44A-20.4*, et seq., and Flanagan Productions has provided a Business Entity Disclosure Certification and all other appropriate documentation pertaining to same.

NOW, THEREFORE, BE IT RESOLVED by the Borough Council of the Borough of Montvale that a contract is hereby awarded to GovSites for website design, hosting and support, and related services, for the prices and on the terms set forth in the Proposal submitted by GovSites; and

BE IT FURTHER RESOLVED that the pricing for this contract shall be as set forth in the GovSites Proposal but shall not exceed \$25,000 without further authorization of the Borough Council, and shall be for a term of one (1) year.

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk, and all other appropriate officials, shall be and are hereby authorized to execute all contract documents necessary to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

BE IT FURTHER RESOLVED that pursuant to N.J.S.A. 40A:11-5(1)(a)(ii), a brief notice stating the nature, duration, service and amount of this contract shall be printed once in the official newspaper of Borough of Montvale, and said notice shall also advise the public that a copy of the final contract shall be on file and available for public inspection at the office of the Municipal Clerk.

34-2018 A Resolution To Appoint A Health Benefits Consultant Relative To The Borough's Membership In The Bergen Municipal Employee Benefits Fund (BMED) Commencing January 1, 2018

WHEREAS, the **BOROUGH OF MONTVALE** (hereinafter, the Municipality) is a member of the **Bergen Municipal Employee Benefits Fund (BMED)** and the **Municipal Reinsurance Health Insurance Fund (MRHIF)** collectively referred to as, the Funds, for the Borough's Employee Health Benefits Program, which includes medical, prescription and dental coverage's; and

WHEREAS, the bylaws of said Funds require the Municipality appoint a **HEALTH BENEFITS CONSULTANT** to perform the various functions and professional services integral to the effective operation of the Municipality's Employee Health Benefits Program; and

WHEREAS, the Board of Fund Commissioners for the BMED established a fee for such services based upon the Municipality's assessment, which expenditure represents reasonable compensation for the services required and is a part of the Municipal Assessment promulgated by the Fund's; and

WHEREAS, the Municipality has conducted a solicitation process to review and evaluate the credentials, services, performance and integrity of several professional firms experienced in these types of services; and

WHEREAS, the judgmental nature of the Health Benefits Consulting duties and the fact the service will be performed by personnel authorized by law to practice a recognized profession that is regulated by law, renders comparative bidding impractical;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council does hereby appoint **PIA Security Programs Inc.** as its Health Benefits Consultant in accordance with the Fund's bylaws; and

BE IT FURTHER RESOLVED, that in accordance the **HEALTH BENEFITS CONSULTANT** shall receive as compensation as outlined as indicated the attached agreement; and

BE IT FURTHER RESOLVED, that the Mayor and Borough Clerk are hereby authorized and directed to execute the Health Benefits Consultant's Agreement attached to the original of this resolution and to cause a notice of this decision to be published in accordance with NJSA 40A:11-5 (1) (a) (i).

BE IT FURTHER RESOLVED, that a certified copy of this Resolution shall be forwarded to **PIA Security Programs, Inc.**, 429 Hackensack Street, Carlstadt, New Jersey 07072.

Introduced by: Councilmember Lane; seconded by Councilmember Weaver - All ayes

BILLS: Municipal Clerk read the Bill Report.

Motion to pay bills by Councilmember Lane; seconded by Councilmember Curry - All ayes

REPORT OF REVENUE: Municipal Clerk read the Report of Revenue - December

Councilmember Weaver

Regional High School Board

Due to the snow storm, the re-organization meeting was rescheduled to January 9;

Economic Development

Hosting an event at the Senior Community Center on Healthcare Industry Session, March 14th 6-9pm

Councilmember Curry

Board of Health

Re-elected Joyce Cohen as President; rabies clinic was held on January 6; thank you to the Fire Dept for hosting the rabies clinic at the DPW building;

Seniors

Business meeting is scheduled for January 11

Website

February newsletter is in production;

Chamber of Commerce

First event of the year will be held on January 24th at the Courtyard by Marriot from 5:30-7:30pm; welcome all who are interested in attending their board meetings held on the first Wednesday of the month at borough hall from 4-6pm

Councilmember Gloeggler

Local BOE

Attended the re-organization meeting, three new board members were sworn in; Currently 1,002 students enrolled;

TV Access

Thanked team for fixing the technical issues; second interview show is scheduled for January 31

Councilmember Lane

Fire Department

22 calls; 1 Chief call; 6 extra credits; 2 drills

Firehouse Update

Looking forward to opening

Finance

Budget meetings will be held on January 30, February 13 and February 27 at 6pm at borough hall and encourages residents to attend

MAYOR

Library

Circulation 8,497; 4,009 patron visits; 14 cards issued;

Report

Working with the borough attorney and ERUV Association to agree on a settlement; first snow storm of the year, DPW did excellent job; there was some confusion about the sidewalk from the red shed to the school; the school has a contract with Montvale landscaping; after a brief discussion, councilmembers decided to leave it to the responsibility of the school;

Mayor's Advisory Committee

Working on a town wide survey, they are compiling information as to what questions to ask

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

a. Suez United Water Update/Montvale Fire House

Right now the firehouse building doesn't have water; due to new regulations, a water main will be installed along with a fire hydrant by Memorial School;

b. HVAC System Montvale Municipal Building

Issues are still happening, Air Group will supply information of what needs to be repaired or replaced

ATTORNEY REPORT:

Joe Voytus, Esq.

Report/Update

The attorney asked for authorization to prepare documents to go out for bids for the TV studio; a motion by Councilmember Lane; seconded by Councilmember Curry – all ayes

UNFINISHED BUSINESS:

None

NEW BUSINESS:

a. Letter of Resignation/M. Leposky/Tax Assessor

Last day is January 11

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

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

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

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

Bob Zitelli, Olde Woods Lane

Wanted an update on the ERUV; the Mayor responded by stating that the borough is in talks with the ERUV Association to settle out of court;

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Weaver - all ayes

MEETING CLOSED TO THE PUBLIC:

ADJOURNMENT

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

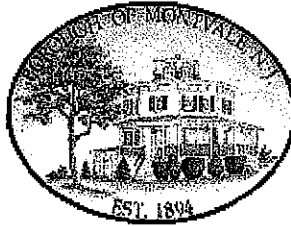
Meeting was adjourned at 8:43pm

The next Meeting of the Mayor and Council will be held January 30, 2018 at 7:30 p.m.

2018 SCHEDULED BUDGET MEETINGS:

January 30th, 2018 6:00 p.m.
February 13th, 2018 6:00 p.m.
February 27th, 2018 6:00 p.m.

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 45-2018**

RE: Governor's Council On Alcoholism And Drug Abuse Fiscal Grant Cycle July 2014-June 2019

WHEREAS, the Governor's Council on Alcoholism and Drug Abuse established the Municipal Alliances for the Prevention of Alcoholism and Drug Abuse in 1989 to educate and engage residents, local government and law enforcement officials, schools, nonprofit organizations, the faith community, parents, youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS, The Borough Council of the Borough of Montvale, County of Bergen, State of New Jersey recognizes that the abuse of alcohol and drugs is a serious problem in our society amongst persons of all ages; and therefore has an established Municipal Alliance Committee; and,

WHEREAS, the Borough Council further recognizes that it is incumbent upon not only public officials but upon the entire community to take action to prevent such abuses in our community; and,

WHEREAS, the Borough Council has applied for funding to the Governor's Council on Alcoholism and Drug Abuse through the County of Bergen;

NOW, THEREFORE, BE IT RESOLVED by the Borough of Montvale County of Bergen, State of New Jersey hereby recognizes the following:

1. The Borough Council does hereby authorize submission of a strategic plan for the Montvale Municipal Alliance grant for fiscal year 2019 in the amount of:

DEDR	\$ 9876.00
Cash Match	\$ 2469.00
In-Kind	\$ 7407.00

2. The Borough Council acknowledges the terms and conditions for administering the Municipal Alliance grant, including the administrative compliance and audit requirements.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 46-2018**

RE: Transfer Of 2017 Appropriation Reserves

WHEREAS, certain transfer of funds for 2017 budget appropriation reserves are necessary to cover anticipated expenditures; and

WHEREAS, N.J.S.A. 40A:4-59 provides for transfers from appropriation reserves with an excess over and above the amount deemed to be necessary to fulfill the purpose for such appropriation reserves, to those appropriation reserves deemed to be insufficient;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, that the transfer be made between the 2017 budget appropriation reserves as follows:

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
GENERAL APPROPRIATIONS		
Operations - within "CAPS"		
Construction Code Officials:		
Other Expenses	\$10,000.00	
Police:		
Salaries and Wages		\$10,000.00
	\$10,000.00	\$10,000.00
	=====	=====

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

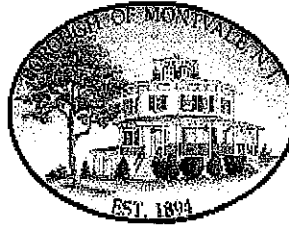
Adopted: January 30, 2018

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 47-2018**

**RE: Amending Resolution No. 57-2017 Setting Forth Recreational Programs Fees
Year 2018**

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 SKATING RINK:

8:00 a.m.	Until	10:00 a.m.	Roller/street Hockey
10:00 a.m.	Until	12:00 p.m.	Free Skate
12:00 p.m.	Until	2:00 p.m.	Roller/street Hockey
2:00 p.m.	Until	4:00 p.m.	Free Skate
4:00 p.m.	Until	6:00 p.m.	Roller/street Hockey
6:00 p.m.	Until	Dusk	Free Skate

PROGRAMS:	RESIDENT	NON-RESIDENT
Basketball - 18+	\$50	\$75
Basketball - 30+	\$75	\$95
Sewing	\$80	\$100
Summer Camp	\$320/CHILD \$960/FAMILY MAX	\$380/CHILD \$1140/FAMILY MAX

**RESIDENT/NON-RESIDENT: \$30 Additional Fee after
Registration Period. \$25 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.**

Tae Kwon-Do		
Tae Kwon-Do - Youth	\$120	*\$180 (*space permitting)
Tae Kwon-Do - Adult	\$80	\$100

Tai Chi \$80 \$100
Montvale Seniors Club Discount: \$40

Tennis Lessons
 Tennis Lessons adult/child \$80 resident \$120
 per session (6 weeks) per session (6 weeks)

Tennis \$30 Adult \$60 Adult
 (Green Acres/ \$10 Child/Student (13-18 yrs) \$20 Child/Student
 Approval Required) \$50 Family max. \$100 Family max.
 Free Seniors 62+ \$10 Seniors 62+

RESIDENT/NON-RESIDENT: \$10 Fee for Replacement Card

Volleyball - Adult \$50 \$75
 Volleyball- Girls \$80 \$100
 Yoga \$80 \$100
 Yoga – mini \$40 \$50
 Yoga- Mommy & Me \$80 \$100
 Yoga- Mommy & Me Mini \$40 \$50
 Adult Soccer \$10 \$15
 Special Needs Program \$80 \$100

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

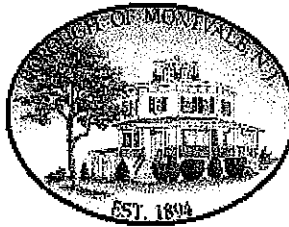
Adopted: January 30, 2018

ATTEST:

APPROVED:

 Maureen Iarossi-Alwan
 Municipal Clerk

 Michael Ghassali
 Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 48-2018**

RE: Authorize Tax Court Settlement / Block 1903; Lot 7, 2 Paragon Drive / Two Paragon Drive, LLC

WHEREAS, the Mayor and Council of the Borough of Montvale have been advised of the proposed settlement of a property Tax Appeal filed by Two Paragon Drive, LLC (hereinafter the "Tax Appeal"), under Docket Number 003337-2017, and;

WHEREAS, the aforesaid Tax Appeal involves a commercial property located at 2 Paragon Drive, and is otherwise referred to as Block 1903 Lot 7 on the tax assessment map of the Borough (hereinafter the "subject property"), and;

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

WHEREAS, the terms of the proposed settlement are set forth in the attached Schedule "A" included herein, 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 hereby approved, in accordance with the terms set forth in the attached Schedule "A", and;

BE IT FURTHER RESOLVED, that with respect to same, the Mayor, Borough Administrator, Tax Appeal 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"

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

2017 Tax Assessment: \$18,000,000

B. In addition to the foregoing, the 2018 assessment shall be set at \$9,000,000

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 49-2018**

RE: EMERGENCY TEMPORARY APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2018 temporary budget, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for said purpose; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2018 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund \$64,500.00

NOW, THEREFORE, BE IT RESOLVED (not less than two-thirds of all the members thereof affirmatively concurring) that in accordance with the provisions of N.J.S.A. 40A:4-20:

1. An emergency temporary appropriation be and the same is hereby made in the total amount of:

Current Fund \$64,500.00

2. That said emergency temporary appropriation (will be) provided in the 2018 budget;

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

CURRENT FUND

General Appropriations

Operations - Within "CAPS"

Celebration of Public Events:

Other Expenses

27,000.00

Construction Code Officials:

Other Expenses

37,500.00

64,500.00

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

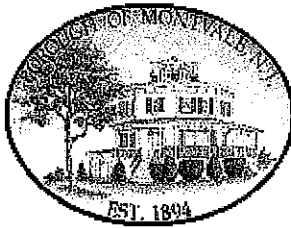
Adopted: January 30, 2018

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 50-2018**

RE: A Resolution Approving a Temporary Construction and Access Easement Agreement to Address Invasive Bamboo in and around Montvale Avenue – Block 712, Lot 10

Whereas, Edip Dema and Ejup Dema ("Owners") are the owners of certain real property located on Montvale Avenue, Montvale, New Jersey, also known as Block 712, Lot 10 on the official Tax Map of the Borough (the "Property"); and

Whereas, there is presently located on certain property in and around Montvale Avenue in the Borough of Montvale, including the Property, a species of invasive bamboo that both the Borough and Owners would like to have removed; and

Whereas, the Borough and the Owners have negotiated a Temporary Construction and Access Easement Agreement (the "Easement Agreement"), a copy of which is attached hereto, in order to allow the Borough to enter upon the Property and to permanently remove the bamboo from the Property, subject to certain terms and conditions set forth therein; and

Whereas, the Borough is desirous of approving the Easement Agreement in order to proceed with the scope of work set forth therein.

Now, Therefore, Be It Resolved that the Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Temporary Construction and Access Easement Agreement previously negotiated with the Owners.

Be It Further Resolved that all other appropriate officials are authorized and empowered to take all steps necessary to effectuate the purposes of this Resolution.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

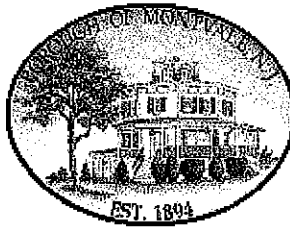
Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 51-2018**

RE: Authorize Refund/A League of Our Own, Inc/Field Use

BE IT RESOLVED, the below entity is hereby granted a refund for an used field use fee as they were not able to use the LaTrenta field in 2017 as scheduled.

Refund: \$200.00

Check made payable to: A League of Our Own
P.O. Box 135
Park Ridge, NJ 07656

BE IT FUTHER RESOLVED, the Borough Treasurer and Recreation Director shall receive a copy of this resolution for processing.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor

Maureen Iarossi

From: Lisa Dent
Sent: Friday, January 12, 2018 11:04 AM
To: Maureen Iarossi
Subject: Refund by Resolution
Attachments: A League of Our Own Fall '17 Issues.pdf

Maureen,

As we discussed, 'A League of Our Own' had paid for a full season use of our fields in the Fall of 2017. Due to issues with double booking and field space, they were unable to utilize our fields for the great majority of their season. They had attempted to resolve the field use issue as it was occurring last fall but to no avail. They are still currently inquiring about a refund, which I would recommend. They have put in a season of dates for this spring of 2018 as well, so they will be returning to use our fields. I plan to meet with representation from all groups that use our fields in the next month to see that this doesn't happen again.

Organization: A League of Our Own Inc.
P.O. Box 135
Park Ridge, NJ 07656

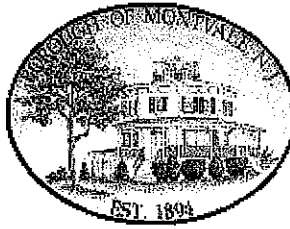
Purpose: Over 40 Men's Baseball League

I've attached the emails in a PDF with their correspondence as it pertains to the Fall 2017 Issue.

Please let me know if you have any questions.

Thank you,

Lisa Dent
Recreation Director
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645
201-391-5700 ext 251



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 52-2018**

RE: Authorize Execution of Agreement with Four Seasons At Ridgemont Condominium Association, Inc./ Municipal Service Agreement

WHEREAS, the Condo Services Act provides for a phase in schedule for municipal reimbursement payment at the municipal cost for certain enumerated municipal services or the providing of such services by the municipality in lieu of such reimbursement; and

WHEREAS, an agreement has been negotiated between the Borough of Montvale and Ridgemont Condominium Association, Inc. to satisfy the obligation of the Borough as provided by the Condo Service Act, which agreement is attached and made part of this resolution; and

WHEREAS, this agreement shall remain in effect for a five year period to commence on January 1, 2018 and terminating on December 31, 2022; and

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Montvale hereby authorize the execution of the attached Agreement on behalf of the municipality by the appropriate municipal officials.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

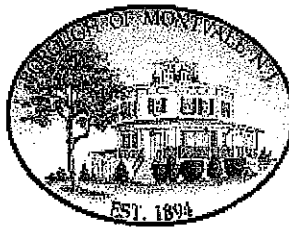
Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 53-2018**

**Authorize Grant Agreement/Community Development/Sr. Citizens Activities
PS-MONTSR17**

BE IT RESOLVED, that the Mayor and Council of the Borough of Montvale wishes to enter into a grant agreement with the County of Bergen for the purpose of using \$3,338.00 in the years 2017/2018 Community Development Block Grant funds for Senior Citizen Activities within the Borough of Montvale; and

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Michael Ghasali, Mayor, to be a signatory for the aforesaid grant agreement; and

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Maureen Iarossi- Alwan, Borough Administrator to sign all County vouchers submitted in connection with the aforesaid project; and

BE IT FURTHER RESOLVED, that the Mayor and Council recognized that the Borough of Montvale is liable for any funds not spent in accordance with the Grant Agreement, and that liability of the Mayor and Council is in accordance with HUD requirements

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



**COUNTY OF BERGEN
COMMUNITY DEVELOPMENT**

One Bergen County Plaza ■ 4th Floor ■ Hackensack, NJ 07601-7076
(201) 336-7200 ■ Fax (201) 336-7247

James J. Tedesco III
County Executive

Robert G. Esposito
Director

December 5, 2017

Maureen Iarossi, Administrator
Borough of Montvale
Senior Activities
12 Mercedes Drive
Montvale, NJ 07645

Dear Ms. Iarossi:

In order to prepare your organization's 2017-2018 contract for execution, the U.S. Department of Housing and Urban Development and the Bergen County Board of Chosen Freeholders must approve the allocation of your project. Before funds can be obligated or expended the enclosed Grant Agreement for Senior Activities must be executed between Borough of Montvale and the County of Bergen.

Please complete and return this entire contract within 30 business days of the above date. The following items should be completed:

- **Signed and attested Certification of CFR Part 200 of the Federal Code.**
- **A BOARD/MUNICIPAL RESOLUTION** authorizing entrance into a grant agreement. (Sample enclosed.)
- **PAGE 2 – Complete/correct all fields, including DUNS# and CCR#. Name the point of contact who will be handling all of the grant correspondence.**
- **PAGE 3 - Signature Page (affix seal)**
- **ATTACHMENT A - Scope of Services**
- **ATTACHMENT B - Note revised Budget Categories (signatory is to match signatory of green vouchers)**
- **ATTACHMENT D - Statement of Accounting Adequacy**
- **ATTACHMENT E - Name the County of Bergen and its Officials and Employees as Additional Insured.**

If you have any questions, please do not hesitate to contact me at (201) 336-7221.

Sincerely,

Shanthi Brigati
Contract Administrator
Enc.



APPLICANT UNDERSTANDS AND AGREES TO COMPLY WITH THE POLICIES, RULES, AND REGULATIONS OF BERGEN COUNTY AND THE U.S. DEPARTMENT OF HOUSING & URBAN DEVELOPMENT IF FUNDING IS AWARDED.

THIS STATEMENT IS TO ACKNOWLEDGE THAT I HAVE READ, REVIEWED, AND ADHERED TO REQUIREMENTS APPLICABLE TO OUR ORGANIZATION OF TITLE 2 CFR PART 200 OF THE FEDERAL CODE. (DOCUMENT WAS PROVIDED WITH F.Y. 2018 APPLICATION).

SIGNATURE

Print Name: KENNETH S. SESHOLTZ

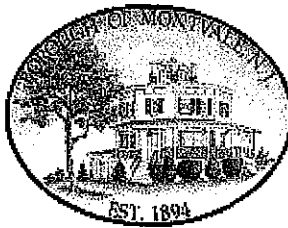
Title: CFO

Signature: [Handwritten Signature]

Date: 1/9/18

***MUST be signed and completed by the agencies Chief Financial Officer. The agencies Treasurer or Executive Director must sign if no CFO exists.**

ATTEST: _____



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 54-2018**

RE: Authorizing Two Year (2) Field License Agreement with the Montvale Board of Education

BE RESOLVED, the Board of Education and the Borough of Montvale are the owners of certain land which is devoted to recreational uses more particularly know as Memorial School Fields and Fieldstone School Fields; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Montvale that the attached two year Field License Agreement with the Montvale Board of Education and the Borough of Montvale has been reviewed and will be provided to the Pascack Valley Department of Public Works Superintendent; and

NOW THEREFORE BE IT RESOLVED, that the Governing Body hereby authorizes the execution of the attached Agreement to commence on January 1, 2018 through January 1, 2020 which includes the Maintenance of Fields on behalf of the Borough of Montvale.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



Montvale Board of Education

Andrea Wasserman
Business Administrator/Board Secretary
Phone: 201-391-6226

47 Spring Valley Road
Montvale, NJ 07645
awasserman@montvalek8.org

January 10, 2018

Mrs. Maureen Iarossi-Alwan
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Dear Mrs. Iarossi-Alwan:

Enclosed is a certified copy of the Montvale Board of Education's resolution extending the Field License Agreement, and two signed copies. Please return one fully signed agreement for our files.

Sincerely,

Barbara Nolan
Secretary to Andrea Wasserman

Enc.



Montvale Board of Education

Andrea Wasserman
Business Administrator/Board Secretary
Phone: 201-391-6226

47 Spring Valley Road
Montvale, NJ 07645
awasserman@montvalek8.org

December 19, 2017

I hereby certify that the following is an excerpt of the meeting of the Montvale Board of Education held on December 18, 2017:

Motion by: Mr. Carvelli

Seconded by: Mrs. Baskin

FIELD LICENSE AGREEMENT

Motion 11.3 **WHEREAS**, the Board of Education of the Borough of Montvale is the owner of certain lands more particularly described on the attached Schedules "A-Memorial School" and "A-1 Fieldstone School"; and

WHEREAS, it appears that said lands are comprised of those devoted to recreational uses, more particularly athletic fields; and

WHEREAS, heretofore at such times as the Board of Education has not required said lands for its own use, the Borough of Montvale has been permitted by the said Board of Education to schedule sporting events on said fields; and

WHEREAS, the Borough of Montvale is the owner of certain lands adjacent to the Board of Education property, more particularly described and shown on the attached Schedules "A-Memorial School" and "A-1 Fieldstone School"; and

WHEREAS, it appears that said lands are comprised of those devoted to recreational uses, more particularly athletic fields; and

WHEREAS, heretofore said fields have been available to the Board of Education during the school year for education programs during the school day and for after school activities; and

WHEREAS, the parties desire to continue such relationship and to establish a schedule for such purpose; and

WHEREAS, the parties further desire to establish conditions under which the Borough of Montvale and the Montvale Board of Education shall be permitted to use the facilities above described; now therefore be it

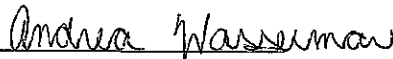
RESOLVED, that in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration and the covenants to be performed by the Borough of Montvale, the Montvale Board of Education does hereby grant unto the Borough, license to enter into and upon the premises of the Board for the purpose of conducting sporting events at such times as the fields are not required by the Board of Education in the conduct of its business,

AND BE IT ALSO RESOLVED, that in consideration of the sum of One Dollar (\$1.00) and other good and valuable consideration and the covenants to be performed by the Montvale Board of Education, the Borough of Montvale does hereby grant unto the Board, license to enter into and upon the premises of the Borough for school sponsored activities at such times as school is in session, and in accordance with a schedule proposed by the

Municipality, which schedule shall be reviewed annually and be subject to change by mutual consent under conditions as follows:

1. Both parties agree during the term of its use to maintain the fields in a good state of repair and leave them in such condition at the termination of its use.
Maintenance of fields to include services as delineated in Schedule "B",
2. Both parties agree to hold the other harmless for any damage to property or persons which may be occasioned by reason of use of the premises.
3. Both parties shall provide, at its cost and expense, maintain liability insurance with bodily injury limits of \$200,000 each person and \$200,000 each accident, and with property damage liability limits of \$800,000 in the aggregate to cover the insured under the indemnification provisions of this License Agreement. Said insurance shall be form and scope mutually satisfactory to the parties, to be kept in full force and effect during the continuance of this License. In addition to the above coverage, the parties shall provide blanket umbrella coverage in the amount of \$4,000,000 which will be used in conjunction with the above insurance in the result of liability claims.
4. The parties agree that use of the premises will be limited to that which is stated herein and that neither shall make any improvements to the premises without the consent of the owner.
5. The parties covenant and agree that during such time as it shall be using the property, it shall not permit the use of drugs, alcoholic beverages and/or any other uses prohibited. No smoking will be permitted on school property.
6. The parties further covenant and agree that with the exception of authorized maintenance vehicles, it shall prohibit the use of vehicles on said property, except on designated roadways and in areas designated as parking areas. The parties agree to prohibit driving on the fields and to subject to penalties, persons who drive vehicles on the fields.
7. This agreement shall take effect immediately upon the placing of proper signature by both parties and shall remain in effect until December 31, 2019. Prior to the expiration of the agreement, both parties agree to review the document and make every effort to renew the agreement of the mutual benefit of both parties.
8. Notwithstanding anything herein to the contrary, either party may terminate this License Agreement and the provisions hereunder any time prior to the termination of this License Agreement, upon 60 days written notice, at which time all of the improvements, if any, made to the subject premises shall become the property of the Licensor.

Aye Votes: Mrs. Bagdat, Mrs. Baskin, Mr. Carvelli, Mr. DiFiore, Mrs. Foley,
Mrs. McGauley-Eichhorn, Mr. Rossig
No Votes: None
Absent: None


Andrea Wasserman
**Board Secretary/
Business Administrator**



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 55-2018**

RE: A Resolution Awarding a Professional Services Contract to Jeffrey R. Surenian and Associates, LLC to Serve as Special Counsel in Connection with the Borough's Affordable Housing Litigation

Whereas, the Governing Body in 2017 was desirous of hiring Special Counsel to represent the Borough in connection with the Borough's affordable housing litigation; and

Whereas, the Borough awarded a contract via Resolution No. 155-2017 for these services; and

Whereas, the Borough of Montvale has received a contract for professional services from Jeffrey R. Surenian, Esq. of Jeffrey R. Surenian & Associates, LLC, 707 Union Avenue, Suite 301, Brielle, New Jersey 08730, to perform all services necessary and appropriate in connection with same for 2018; and

Whereas, Mr. Surenian's proposal sets forth the following rates which have not changed from 2017:

- (a) \$200.00 per hour for all time spent by Jeffrey R. Surenian (over 30 years of experience);
- (b) \$185.00 per hour for all time spent by an attorney with at least fifteen years of experience as a lawyer;
- (c) \$175.00 per hour for all time spent by an attorney with at least ten years of experience as a lawyer;
- (d) \$165.00 per hour for all time spent by an attorney with less than ten years of experience as a lawyer;
- (e) \$70.00 per hour for all paralegal work; and

Whereas, the Governing Body is satisfied that Mr. Surenian and his firm possessed the requisite experience pertaining to such matters; and

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

Whereas, because the value of this contract is anticipated to be in excess of \$15,000 (the Borough's local pay-to-play limit), this contract has been awarded under the "alternative process" pursuant to N.J.S.A. 19:44A-20.4 et seq. (the "Pay-to-Play Law"), and has been awarded to the contractor based upon the merits and abilities of the contractor to provide the services necessary; and

Whereas, because this contract has been awarded under the "alternative process," Mr. Surenian has completed and submitted a Business Entity Disclosure Certification which certifies that neither he nor his firm has made any reportable contributions (\$300 or more) to a political or candidate committee in the Borough of Montvale with the elected officials in the previous one year, and that the contract will prohibit said persons and entities from making any reportable contributions (\$300 or more) through the term of the contract; and

Whereas, the Governing Body is desirous of awarding a contract to Jeffrey R. Surenian and Associates, LLC, in an not to exceed \$25,000.00 without further authorization of the Governing Body, at the hourly rates set forth above; and

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

Now, Therefore, Be It Resolved that a contract is hereby awarded to Jeffrey R. Surenian and Associates, LLC to serve as Special Counsel in connection with the Borough's Affordable Housing Litigation, pursuant to the terms and conditions set forth herein.

Be It Further Resolved that the Borough Clerk shall publish notice of this contract award in the official newspaper of the Borough, in accordance with *N.J.S.A. 40A:11-5*.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 56-2018**

RE: Appointment Regular Member / Montvale Fire Department /R. Nydegger

WHEREAS, the Montvale Fire Department is desirous of adding a regular member; and

WHEREAS, Russell G. Nydegger of Morristown, NJ who is a Borough of Montvale Fire Prevention Employee has been approved by the Board of Fire Commissioners and has been a member of the NJ State Firemen's Association since 2012 in Denville Fire Rescue and does not require a complete physical as per the Montvale Fire Chief; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the appointment of Russell Nydegger as a Member of the Montvale Fire Department, is hereby approved.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

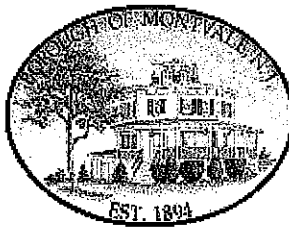
Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 57-2018**

RE: Cancellation of Outstanding Checks / Prior Years / Pascack Joint Municipal Court

WHEREAS, there exists various outstanding checks from prior years drawn against certain accounts;
and

WHEREAS, the Municipal Court Administrator provided a listing of outstanding checks that require cancellation (listing attached) from prior years.

BE IT RESOLVED, the Chief Financial Officer is hereby authorized to deposit these funds to the respective reserve or surplus account;

BE IT FURTHER RESOLVED, the Municipal Court Administrator shall receive a copy of this resolution for record keeping; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the attached list of outstanding checks from prior years be cancelled;

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

Maureen Iarossi-Alwan
Municipal Clerk

APPROVED:

Michael Ghassali
Mayor



PASCACK JOINT MUNICIPAL COURT
Serving Montvale, Park Ridge and Woodcliff Lake

12 Mercedes Drive • Montvale, NJ 07645
(201)-391-5701
Fax: (201)-391-6239

Harry D. Norton, Jr., Judge
Ann Levitzki, Administrator
Shaka Lemoniaus, Deputy Administrator

TO: Carl Bello, Treasurer
FROM: Ann Levitzki, CMCA
DATE: January 25, 2018
RE: Outstanding Checks – Regular Account

Below please find a list of outstanding checks more than six months old in the Municipal Court regular account:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
11/8/16	1723	\$3
11/8/16	1724	\$10
11/8/16	1725	\$1
2/3/17	1752	<u>\$2</u>
TOTAL		\$16

Cc: Fran Scordo, Deputy Clerk



PASCACK JOINT MUNICIPAL COURT
Serving Montvale, Park Ridge and Woodcliff Lake

12 Mercedes Drive • Montvale, NJ 07645
(201)-391-5701
Fax: (201)-391-6239

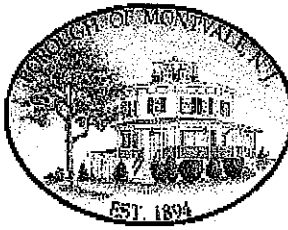
Harry D. Norton, Jr., Judge
Ann Levitzki, Administrator
Shaka Lemoniaus, Deputy Administrator

TO: Carl Bello, Treasurer
FROM: Ann Levitzki, CMCA
DATE: January 25, 2018
RE: Outstanding Checks – Bail Account

Below please find a list of outstanding checks more than six months old in the Municipal Court bail account:

<u>Date</u>	<u>Check Number</u>	<u>Amount</u>
12/14/16	2343	\$36
1/17/17	2363	\$11
4/13/17	2395	<u>\$25</u>
TOTAL		\$72

Cc: Fran Scordo, Deputy Clerk



**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 58-2018**

RE: Authorize Refund of Recreation Program / Taekwondo

BE IT RESOLVED, the below individual is hereby granted a refund for Taekwondo due to class change.

Joanette Schuit \$180.00 online registration

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Weaver							

Adopted: January 30, 2018

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

Fran Scordo

From: Lisa Dent
Sent: Thursday, January 25, 2018 10:45 AM
To: Fran Scordo
Subject: Refund by Resolution

Fran,

I have one refund for our Taekwondo program:

Joanette Schuit
Refund Amount: \$180 (Online Registration) (Non-Resident Fee)
Reason: Class Change

Thank you,

Lisa Dent
Recreation Director
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645
201-391-5700 ext 251

RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, N.J., that the following bills, having been referred to the Borough Council and found correct, be and the same hereby be paid:

<u>FUND</u>	<u>AMOUNT</u>	<u>NOTES</u>
Current	\$562,717.95	Bill List Wire 1/30/18
	<u>268,959.29</u>	Wires/Manual Checks
Current TOTAL	831,677.24	
Escrow - Trust	34,168.73	Bill List Wire 1/30/18
Dog Trust	550.21	Bill List Wire 1/30/18
Housing Trust	5,432.00	Bill List Wire 1/30/18
Open Space Trust	6,690.25	Bill List Wire 1/30/18
Capital Fund	268,677.98	Bill List Wire 1/30/18

*This resolution was adopted by the Mayor and Council of Montvale
at a meeting held on 1/30/18*

Introduced by: _____

Approved: 1/30/18

Seconded by: _____

Michael Ghassali, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
January 30, 2018

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		1/11/18	Payroll Account	169,724.92
WIRE		1/11/18	Salary Account	98,806.87
WIRE		1/11/18	FSA Account	<u>427.50</u>
	Total			268,959.29

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Borough of Montvale
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P.O. Type: All
Range: First to Last
Format: Detail with Line Item Notes

Open: N Paid: N Void: N
Rcvd: Y Held: Y Aprv: N
Bid: Y State: Y Other: Y Exempt: Y

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/chk	First	Rcvd	Chk/Void	1099
	Item Description	Amount	Charge Account	Acct Type Description		Enc Date	Date	Date	Invoice	Exc1
00027 BT SPECIALTIES										
	17-01330 11/28/17 Umbrellas									
	1 Umbrellas	1,725.00	7-01-20-703-125	B MAYORS EXPENSES	R	11/28/17	01/24/18		4181	N
	2 3rd party shipping charge	67.86	7-01-20-703-125	B MAYORS EXPENSES	R	11/29/17	01/24/18		4181	N
		1,792.86								
	Vendor Total:	1,792.86								
00043 NORTH JERSEY MEDIA GROUP										
	18-00140 01/19/18 ACCT 1101718 -ADS DEC & JAN									
	1 ACCT 1101718- DEC & JAN ADS	182.54	8-01-20-701-021	B ADVERTISING	R	01/19/18	01/24/18		DEC & JAN	N
	REMAINING DEC ADS : 4228291,4228289, 4228287, 4228285,4228227									
	2 CLERK ADS-JAN 2018	412.33	8-01-20-701-021	B ADVERTISING	R	01/19/18	01/24/18		DEC & JAN	N
	4231780,4231752,4231758,4231789,4231756									
	3 ADS-PLANNING -JAN 2018	166.50	8-01-21-720-021	B ADVERTISING	R	01/19/18	01/24/18		DEC & JAN	N
	ADS:4230272,4229626,4229625									
	4 DUPLICATE PAYMENT CORRECTION	364.08	8-01-20-701-021	B ADVERTISING	R	01/19/18	01/24/18		DEC & JAN	N
	REC'D 2 AD #'S 4222710 12/8/17 FOR \$364.08. BOTH PAID ON CHECK 14108 DATED 1-9-18.									
		397.29								
	Vendor Total:	397.29								
00046 COUNTY OF BERGEN, TREASURER										
	18-00039 01/08/18 2017 OPEN SPACE ADDED/OMIT TAX									
	1 2017 OPEN SPACE ADDED/ OMITTED TAX BILL.	3,367.73	8-01-55-209-000	B DUE TO COUNTY - ADDED TAX	R	01/08/18	01/24/18		2017 OPEN SP TX	N
	18-00040 01/08/18 2017 ADDED/OMITTED TAX BILL									
	1 2017 ADDED/OMITTED TAX BILL	79,601.22	8-01-55-209-000	B DUE TO COUNTY - ADDED TAX	R	01/08/18	01/24/18		2017 ADDED TAX	N
	Vendor Total:	82,968.95								

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Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099
	Item Description		Amount	Charge Account	Acct Type Description						Excl
00097	CABLEVISION			Continued							
	18-00081	01/12/18	07873-109890-01-7	CABLEVISION	Continued						
				BILLING PERIOD: 1/8/18 - 2/7/18							
			Vendor Total:	220.47							
00102	MGL PRINTING SOLUTIONS										
	17-01319	11/21/17	MINUTE BOOKS FOR MAYOR/COUNCIL								
	1	MINUTE BOOKS / FILLER SHEETS	746.00	7-01-20-704-023	B PRINTING & BINDING	R	11/21/17	01/24/18	151491		N
		FOR MAYOR/COUNCIL INCLUDING FREIGHT FEES									
	2	PLANNING BOARD MINUTE BOOKS	558.50	7-01-21-720-033	B BOOKS & PUBLICATIONS	R	11/21/17	01/24/18	151491		N
		INCLUDING FILLER SHEETS AND <u>FREIGHT FEES</u>									
			1,304.50								
			Vendor Total:	1,304.50							
00108	MONTVALE HARDWARE & SUPPLY										
	18-00027	01/05/18	PD 2017 HARDWARE SUPPLIES								
	1	PD 2017 HARDWARE SUPPLIES	40.27	7-01-25-745-058	B OTHER EQUIPMENT & SUPPLIES	R	01/05/18	01/24/18	B103687+		N
		POLICE DEPARTMENT HARDWARE SUPPLIES									
		B103687	23.84								
		B103674	11.41								
		B101092	5.02								
		TOTAL	\$40.27								
			Vendor Total:	40.27							
00112	MONTVALE SENIOR CLUB										
	18-00114	01/16/18	LUNCHEON SEASONS 12-21-17								
	1	LUNCHEON SEASONS 12-21-17	4,746.75	7-01-27-791-063	B SENIOR ACTIVITIES	R	01/16/18	01/24/18	LUNCH 12-21-17		N
		SR LUNCH SEASONS	\$4146.75								
		MUSIC RON DELLAPINA	\$300.00								
			Vendor Total:	4,746.75							

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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00118 NJ STATE LEAGUE OF												
18-00059 01/10/18 2018 MEMBERSHIP DUES												
1 2018 MEMBERSHIP DUES				670.00	8-01-20-701-044	B PROFESSIONAL ASSOCIATION DUES	R	01/10/18	01/24/18		321MLJ18	N
INVOICE NO. 321MLJ18												
18-00129 01/18/18 Mayors' Legislative Day												
1 Mayors' Legislative Day				25.00	8-01-20-703-042	B EDUCATION/TRAINING/SEMINARS	R	01/18/18	01/24/18		REGISTER FEE	N
Vendor Total:				695.00								
00125 NORTHWEST BERGEN REGIONAL												
18-00123 01/17/18 HEALTH SERVICES 2018					B							
2 HEALTH SERVICES 2018/JANUARY				4,660.31	8-01-27-785-029	B OTHER CONTRACTUAL ITEMS	R	01/17/18	01/24/18		0135-18	N
INVOICE NO. 0135-18												
Vendor Total:				4,660.31								
00135 PASCACK VALLEY MAYORS' ASSOC												
17-01454 12/26/17 PRO-RATA SHARE 4TH QTR.MONTVAL												
1 PRO-RATA SHARE				541.78	7-01-20-703-044	B PROFESSIONAL ASSOCIATION DUES	R	12/26/17	01/24/18		4TH QTR 2017	N
4TH QUARTER SHARE/MONTVALE.												
OCTOBER-DECEMBER \$341.78												
ANNUAL DUES \$200.00												

\$541.78												
Vendor Total:				541.78								
00139 MAUREEN IAROSST-ALWAN												
18-00152 01/22/18 PETTY CASH FOR JANUARY												
1 PETTY CASH FOR JANUARY				124.46	8-01-20-701-036	B OFFICE SUPPLIES	R	01/22/18	01/24/18		PETTY CASH JAN	N
2				25.27	8-01-21-720-041	B MEAL REIMBURSEMENT	R	01/22/18	01/24/18		PETTY CASH JAN	N
3				25.21	T-12-56-286-001	B RESERVE FOR DOG LICENSE	R	01/22/18	01/24/18		PETTY CASH JAN	N
4				25.00	8-01-20-701-029	B OTHER CONTRACTUAL ITEMS	R	01/22/18	01/24/18		PETTY CASH JAN	N
5				61.00	8-01-20-701-041	B MEAL REIMBURSEMENT	R	01/22/18	01/24/18		PETTY CASH JAN	N
6				10.00	8-01-22-725-026	B MAINTENANCE OF OTHER EQUIPMENT	R	01/22/18	01/24/18		PETTY CASH JAN	N

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Vendor # Name	PO # PO Date Description	Contract PO Type	Amount Charge Account	Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Exc1
00139 MAUREEN IAROSI-ALWAN	Continued							
18-00152 01/22/18 PETTY CASH FOR JANUARY	Continued							
7	42.00	8-01-25-753-032	B CLOTHING & UNIFORMS	R	01/22/18 01/24/18	PETTY CASH JAN	N	
	312.94							
Vendor Total:	312.94							
00146 PSE&G CO.								
18-00157 01/22/18 PSEG CHARGES DECEMBER								
1 6772525604 12 MERCEDES DR	1,834.53	7-01-31-829-078	B NATURAL GAS - 12 MERCEDES	R	01/22/18 01/24/18	DECEMBER 2017	N	
2 6502643000 MEMORIAL DR SR CTR	694.24	7-01-31-829-086	B NATURAL GAS - ONE MEMORIAL	R	01/22/18 01/24/18	DECEMBER 2017	N	
3 6703262608 43 HUFF TER	13.89	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
4 6600192208 VLY VIEW TER	18.03	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
5 6530025502 RAILROAD AVE. REC	164.30	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
6 6673192003 31 W GRAND AVE	472.16	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
7 6532701009 CHEST. RIDGE TS ELE	180.87	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
8 6702243308 159 CHESTNUT RDG RD	203.75	7-01-31-829-070	B NATURAL GAS	R	01/22/18 01/24/18	DECEMBER 2017	N	
	3,581.77							
Vendor Total:	3,581.77							
00151 LAMENDOLA, BRIAN								
18-00025 01/05/18 REIMBURSEMENT NEW EQUIP								
1 REIMBURSEMENT NEW EQUIP	78.70	7-01-25-745-262	B LAMENDOLA, BRIAN - CLOTHING	R	01/05/18 01/24/18	REIM EQUIP	N	
P.O. B. LAMENDOLA								
REIMBURSEMENT FOR CLOTHING								
PURCHASED								
12/23/17 UNIQLO	52.40							
REIMBURSEMENT FOR NEW EQUIP								
PURCHASED								
12/29/17 AMAZON.COM	26.30							
TOTAL	\$78.70							
RECEIPTS ATTACHED								
Vendor Total:	78.70							

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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00166 MUNIDEX, INC.												
	18-00044	01/08/18	2018 Software maintenance									
	1		2018 Software maintenance	496.00	8-01-27-785-029	B OTHER CONTRACTUAL ITEMS	R	01/08/18	01/24/18		SOFTWARE 2018	N
			Vendor Total:	496.00								
00186 PRIMEPAY, LLC												
	17-00208	02/06/17	FSA FEES 2017		B							
	13		FSA FEES 2017	110.00	7-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	01/09/18	01/24/18		54669928/DEC.	N
			INVOICE #54669928									
			PERIOD 11/30/2017 - 12/29/2017									
	18-00047	01/09/18	FSA PLAN RENEWAL FEE 2018									
	1		FSA PLAN RENEWAL FEE 2018	295.00	8-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	01/09/18	01/24/18		54669928	N
			INVOICE # 54669928									
			Vendor Total:	405.00								
00215 TOWNSHIP OF RIVER VALE												
	18-00165	01/24/18	PASCACK VALLEY DPW 2018 SVCS.		B							
	2		PASCACK VALLEY DPW JAN 2018	190,737.00	8-01-37-850-029	B OTHER CONTRACTUAL - PASCACK VALLEY DPW	R	01/24/18	01/24/18		JAN PAYMENT	N
			Vendor Total:	190,737.00								
00247 MONTVALE FREE PUBLIC LIBRARY												
	18-00158	01/22/18	BALANCE OF 2017 FUNDS PAYROLL									
	1		BALANCE OF 2017 S&W PART TIME	6,262.30	7-01-29-800-012	B SALARIES & WAGES - PART TIME	R	01/22/18	01/24/18		BALANCE OF 2017	N
	2		O/E BALANCE DUE	2,197.00	7-01-31-825-078	B ELECTRICITY - 12 MERCEDES	R	01/22/18	01/24/18		BALANCE OF 2017	N
	3		O/E BALANCE REFUND	595.00	7-01-31-829-078	B NATURAL GAS - 12 MERCEDES	R	01/22/18	01/24/18		BALANCE OF 2017	N
	4		BALANCE OF 2017 S&W FULL TIME	2,300.30	7-01-29-800-011	B SALARIES & WAGES - FULL TIME	R	01/22/18	01/24/18		BALANCE OF 2017	N
				10,164.60								
			Vendor Total:	10,164.60								
00258 ROCKLAND ELECTRIC COMPANY												
	18-00082	01/12/18	ROCKLAND ELECTRIC CHARGES/ DEC									
	1	0195092007	GRAND SO PK 87/97	36.09	7-01-31-825-071	B ELECTRICITY	R	01/12/18	01/24/18		DECEMBER	N
	2	0563019009	GRAND SO PK 67/62	41.85	7-01-31-825-071	B ELECTRICITY	R	01/12/18	01/24/18		DECEMBER	N

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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/void Date	Invoice	1099 Excl
00426 TREASURER, STATE OF NEW JERSEY												
	18-00017	01/05/18	Qrtly report Oct - Dec 2017									
	1	Qrtly report Oct - Dec 2017		25.00	8-01-55-271-015	B MARRIAGE LICENSES	R	01/05/18	01/24/18		OCT-DEC 2017	N
Vendor Total:				25.00								
00440 BERGEN CTY LEAGUE OF MUNICIPALITIES												
	18-00147	01/19/18	ANNUAL DUES 2018									
	1	ANNUAL DUES 2018		150.00	8-01-20-703-044	B PROFESSIONAL ASSOCIATION DUES	R	01/19/18	01/24/18		2018 ANN DUES	N
Vendor Total:				150.00								
00461 TAX COLLECTORS AND TREASURERS												
	18-00084	01/12/18	2018 MEMBERSHIP DUES									
	1	2018 MEMBERSHIP DUES FOR		100.00	8-01-20-708-044	B PROFESSIONAL ASSOCIATION DUES	R	01/12/18	01/24/18		MEMBERSHIP DUES	N
		FRAN SCORDO - TAX COLLECTOR										
		# T-8274										
Vendor Total:				100.00								
00497 LEVITZKI, ANN												
	18-00154	01/22/18	CELLPHONE REIMBURSEMENT									
	1	CELLPHONE REIMBURSEMENT		25.93	7-01-41-250-029	B OTHER CONTRACTUAL ITEMS	R	01/22/18	01/24/18		CELLPHONE EXP.	N
	2	CELLPHONE REIMBURSEMENT		23.94	7-01-42-855-029	B OTHER CONTRACTUAL ITEMS	R	01/22/18	01/24/18		CELLPHONE EXP.	N
		DECEMBER 2017										
				49.87								
Vendor Total:				49.87								
00532 ROBBIE CONLEY ARCHITECT, LLC												
	15-00538	05/07/15	PROFESSIONAL ARCHITECTURAL SV			B						
	33	PROFESSIONAL ARCHITECTURAL		3,650.00	C-04-55-405-A00	B CONSTRUCTION OF FIRE HOUSE	R	09/28/17	01/24/18		15003A.03	N
		ADMINISTRATION SERVICES THE MONTH OF										
		DECEMBER 2017										
Vendor Total:				3,650.00								

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Vendor # Name	PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
00578 TREASURER, STATE OF NJ DCA									
18-00013 01/05/18 4th Quarter State Fees - 2017									
1 4th Quarter State Fees - 2017	10,180.00	8-01-55-271-016	B RESERVE FOR BOCA TRAINING FEES	R	01/05/18	01/24/18		4TH QTR FEES	N
Vendor Total:	10,180.00								
00730 BOGGIA & BOGGIA, ESQS.									
17-00168 01/27/17 LEGAL FEES 2017			B						
278 GENERAL MATTERS 2017	1,934.45	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28477	N
279 MONTVALE CONSTRUCT. FIREHOUSE	98.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28478	N
280 ERUV ORGANIZATION	1,218.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28479	N
281 MUNICIPAL SERVICE AGREEMENTS	406.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28481	N
282 LIBOCK V BEAR-BAN BUILDERS	560.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28482	N
283 MICHAEL CULHANE PENALTY	14.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28483	N
ENFORCEMENT									
284 MONTVALE POLICE DEPT	210.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28484	N
DISCIPLINARY MATTER									
285 MONTVALE INTERSECTION	58.45	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28485	N
IMPROVEMENTS									
286 25 W. GRAND AVE	448.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28486	N
287 MILLER V WILSON ET ALS	784.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28487	N
288 HORNROCK SETTLEMENT	2,114.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28488	N
289 TWO PARAGON DRIVE	224.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28489	N
290 TREE PROTECTION ORDINANCE	504.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28490	N
291 6 & 9 PENNSYLVANIA AVENUE	112.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28491	N
292 BREA V MONTVALE	1,889.60	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28492	N
293 32 WAVERLY PLACE	28.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28493	N
294 MONTVALE BAMBOO REMOVAL	168.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28494	N
295 MONTVALE TV ACCESS	392.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28495	N
296 BERGEN COUNTY TAX APPEALS 2017	1,148.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	07/21/17	01/25/18		28496	N
297 A & P TAX APPEAL	406.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28497	N
298 MONTVALE KPMG TAX APPEAL	182.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28498	N
299 MONTVALE- SUMMIT PLAZA INC	224.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28499	N
TAX APPEAL									
300 HORNROCK PROPERTIES TAX APPEAL	182.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28500	N
301 14 PHILIPS PARKWAY TAX APPEAL	1,498.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28501	N
302 140 HOPPER AVE. TAX APPEAL	210.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28502	N
303 2 PARAGON DRIVE TAX APPEAL	1,512.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18		28503	N

Vendor # Name	PO # PO Date Description	Contract Amount Charge Account	PO Type Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date Invoice	1099 Exc
00730 BOGGIA & BOGGIA, ESQS.	Continued							
17-00168 01/27/17 LEGAL FEES 2017	Continued							
304 JD MONTVALE 2017- TAX APPEAL	560.00	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18	28504	N
305 ROCKLAND ELECTRIC TAX APPEAL	575.61	7-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R	11/09/17	01/25/18	28505	N
BILL NO. 28477+28478+28479+28481+28482 28483+28484+28485+28486+28487 28488+28489+28490+28491+28492 28493+28494+28495+28496+28497 28498+28499+28500+28501+28502 28503+28504+28505	17,660.11							
18-00007 01/03/18 2015 AFFORDABLE HOUSING LIT. 1 2015 AFFORDABLE HOUSING LIT.	4,718.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	01/03/18	01/24/18	28382	N
18-00168 01/24/18 2015 AFFORDABLE HOUSING LIT. 1 2015 AFFORDABLE HOUSING LIT.	714.00	T-03-56-286-006	B TRUST - RESERVE FOR HOUSING	R	01/24/18	01/25/18	28480	N
Vendor Total:	23,092.11							
00731 MASER CONSULTING P.A.								
16-00489 04/21/16 COMPLIANCE W.AFFORDABLE HOUSIN		B						
21 AFFORDABLE HOUSING SERVICES	6,726.25	7-01-21-720-028	B OTHER PROF/CONSULTANT SERVICES	R	12/01/17	01/24/18	436128	N
16-00992 09/09/16 ENG.SERVICES-FIRE HOUSE		B						
13 MONTVALE FIRE DEPARTMENT A/C 992	205.50	C-04-55-405-A00	B CONSTRUCTION OF FIRE HOUSE	R	09/09/16	01/24/18	439551	N
RESOLUTION # 45-2015 \$34,100 RESOLUTION # 176-2015 \$28,500 RESOLUTION # 139-2016 \$19,500								
INVOICE NO. 439551								
17-00303 03/06/17 ENGINEER RETAINER 2017		B						
9 MAYOR & COUNCIL MEETING MEETING: 10/30/2017	1,350.00	7-01-20-715-028	B OTHER PROF/CONSULTANT SERVICES	R	09/05/17	01/24/18	439556	N

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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
00731 MASER CONSULTING P.A.			Continued						
17-00303 03/06/17 ENGINEER RETAINER 2017			Continued						
11/14/2017									
12/28/2017									
INVOICE NO. 439556									
17-00557 05/10/17 FIELDSTONE TURF PROJ.INSPECTIO			B						
8 FIELDSTONE TURF REPLACEMENT	6,690.25	T-14-56-286-001	B RESERVE FOR OPEN SPACE TRUST	R	05/10/17	01/24/18		439563	N
RES #94-2017									
A/C# 557									
INVOICE NO. 439563									
17-01087 09/27/17 RECONSTR. OF UPPER SADDLE RIV.			B						
4 UPPER SADDLE RIVER RD	1,912.00	7-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	09/27/17	01/24/18		439573	N
A/C 1087									
RESOLUTION # 180-2017 \$19,500									
INVOICE NO. 439573									
17-01290 11/14/17 FLOOD DETENTION DAM			B						
2 FLOOD DETENTION DAM	5,123.50	7-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	11/14/17	01/24/18		439565	N
RESOLUTION NO. 202-2017 \$8,500									
INVOICE NO. 439565									
17-01450 12/20/17 MUNICIPAL BLDG GENERATOR PROJ.			B						
3 MUNICIPAL BUILDING	196.50	C-04-55-413-C00	B IMPROVEMENT TO BUILDINGS AND GROUNDS	R	12/20/17	01/24/18		439553	N
RESOLUTION NO. 125-217									
18-00034 01/05/18 ESCROW PAYMENTS									
1 HOUVNANIAN 3301&3102 3&4	121.50	E-08-00-204-09A	B HOUVNANIAN 3301&3102/3&4	R	01/05/18	01/24/18		437834	N
2 WOODLAND HGHTS1301/24+ 2204/39	507.50	E-08-00-207-23A	B WOODLAND HGHTS 1301/24+-2204/39&40	R	01/05/18	01/24/18		438448	N
3 WOODLAND HGHTS1301/24+ 2204/39	843.50	E-08-00-207-23A	B WOODLAND HGHTS 1301/24+-2204/39&40	R	01/05/18	01/24/18		437835	N
4 KHOV DELBEN II 302/1&4 1002/7	1,397.00	E-08-00-208-21A	B KHOV DELBEN II 302/1&4 - 1002/7	R	01/05/18	01/24/18		437837	N
5 LSREF4 REBOUND LLC (2000/3)	405.00	E-08-00-215-13A	B LSREF4 REBOUND LLC (2002/3)	R	01/05/18	01/24/18		438453	N
6 KPMG (2701/2) (old 3102/1.01)	4,234.50	E-08-00-216-05A	B KPMG (2701/2) (old 3102/1.01)	R	01/05/18	01/24/18		437846	N
7 KPMG (2701/2) (old 3102/1.01)	2,014.50	E-08-00-216-05A	B KPMG (2701/2) (old 3102/1.01)	R	01/05/18	01/24/18		438454	N
8 V+R DEVELOPMENT-99 LLC (403/2)	231.00	E-08-00-217-05A	B V+R Development - 99 LLC (403/2)	R	01/05/18	01/24/18		438458	N

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Item Description	Amount	Charge Account	Acct Type Description								
00731 MASER CONSULTING P.A.	Continued										
18-00034 01/05/18 ESCROW PAYMENTS				Continued							
9 SHARP ELECTRONICS (2001/4)	121.50	E-08-00-216-07A	B Sharp Electronics (2001/4)			R	01/05/18	01/24/18		437850	N
10 160 SPRING VALLEY LLC 301/2&3	20,756.73	E-08-00-217-11A	B 160 Spring Valley LLC - 301/2&3			R	01/05/18	01/24/18		437855	N
INVOICE NO.											
437834											
438448											
437835											
437837											
438453											
437846											
438454											
438458											
437850											
437855											
	30,632.73										
18-00036 01/05/18 MUNICIPAL ENGR REVIEW											
1 MUNICIPAL ENGINEER REVIEW	1,934.25	7-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS			R	01/05/18	01/24/18		439559	N
INVOICE NO. 439559											
Vendor Total:	54,770.98										
00737 NORTHWEST BERGEN CENTRAL	Continued										
18-00095 01/15/18 DISPATCH SERVICES FEES 2018				B							
2 DISPATCH SERVICES FEES 2018	48,175.39	8-01-40-250-029	B OTHER CONTRACTUAL ITEMS			R	01/15/18	01/24/18		120417-11	N
1ST QUARTER 2018											
Vendor Total:	48,175.39										
00745 WASTE MANAGEMENT OF NEW JERSEY	Continued										
17-00123 01/23/17 GARBAGE COLLECTION 2017				B							
25 GARBAGE COLLECTION DECEMBER	46,471.87	7-01-26-770-029	B OTHER CONTRACTUAL ITEMS			R	05/02/17	01/24/18		2548322-1374-1	N
26 RECYCLING TAX DECEMBER	431.13	7-01-26-771-029	B RECYCLING TAX - OTHER CONTRACTUAL			R	05/02/17	01/24/18		2548322-1374-1	N

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	Item Description	Amount Charge Account Acct Type Description	Stat/Chk Enc Date Date	Date Invoice Invoice	Exc1
00745	WASTE MANAGEMENT OF NEW JERSEY Continued				
	17-00123 01/23/17 GARBAGE COLLECTION 2017	Continued			
	INVOICE NO. 2548322-1374-1				
		46,903.00			
	Vendor Total:	46,903.00			
00746	ABRAMS, JEREMY				
	18-00099 01/15/18 REIM BCPCA DINNER REIMB				
	1 REIM BCPCA DINNER REIMB	125.00 8-01-25-745-029 B OTHER CONTRACTUAL ITEMS	R 01/15/18 01/24/18	REIM. DINNER	N
	BCPCA REIMBURSEMENT DINNER	\$125.00			
	Vendor Total:	125.00			
00896	GIAMMARINO, MICHAEL				
	18-00048 01/09/18 INTERPRETER SERVICES 2018	B			
	3 INTERPRETER SERVICES 2018	72.00 8-01-42-855-028 B OTHER PROF/CONSULTANT SERVICES	R 01/09/18 01/24/18	1/2/2018	N
	4 INTERPRETER SERVICES 2018	78.00 8-01-41-250-028 B OTHER PROFESSIONAL/CONSULTING SERVICES	R 01/09/18 01/25/18	1/2/2018	N
		150.00			
	Vendor Total:	150.00			
00979	SANFILIPPO, JOSEPH				
	18-00024 01/05/18 REIMBURSEMENT CLOTHING				
	1 REIMBURSEMENT CLOTHING	645.04 7-01-25-745-267 B SANFILIPPO, JOSEPH - CLOTHING	R 01/05/18 01/24/18	REIM CLOTHING	N
	CAPT. J. SANFILIPPO REIMBURSEMENT CLOTHING PURCHASED 12/26/17	\$645.04			
	SAKS OFF FIFTH				
	2 MEAL DURING TRAINING REIMB	59.04 7-01-25-745-041 B MEAL REIMBURSEMENT	R 01/05/18 01/24/18	REIM MEALS	N
	REIMBURSEMENT FOR MEALS DURING TRAINING ON 12/15/17 FOR: SANFILIPPO MCDOWELL				

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00979 SANFILIPPO, JOSEPH	18-00024 01/05/18 REIMBURSEMENT CLOTHING	Continued						
	SZABO							
	HAWKEN							
	PIERRI							
	GUICO							
	ZAGAJA							
	RECEIPT ATTACHED		\$59.04					
			704.08					
	Vendor Total:		704.08					
01020 PROFESSIONAL INSURANCE ASSOC	18-00075 01/11/18 ACCIDENT AND HEALTH RENEWAL							
	1 ACCIDENT AND HEALTH RENEWAL	340.00	8-01-23-730-029	B OTHER CONTRACTUAL ITEMS	R	01/11/18 01/24/18	111244	N
	POLICY NO. 13SR129034							
	EFFECTIVE 2/1/2018 - 2/1/2019							
	BOROUGH OF MONTVALE VOLUNTEER WORKERS							
	INVOICE NO. 111244							
	Vendor Total:	340.00						
01028 HAWKEN, CHRISTOPHER	18-00090 01/12/18 REIMBURSEMENT BOOTS							
	1 REIMBURSEMENT BOOTS	140.00	8-01-25-745-275	B HAWKEN, CHRISTOPHER - CLOTHING	R	01/12/18 01/24/18	REIM. CLOTHING	N
	SGT. C. HAWKEN							
	REIMBURSEMENT FOR BOOTS PURCHASED							
	AT US PATRIOT							
	RECEIPT ATTACHED	\$140.00						
	2 SOCKS	19.88	8-01-25-745-275	B HAWKEN, CHRISTOPHER - CLOTHING	R	01/12/18 01/24/18	REIM. CLOTHING	N
	SOCKS PURCHASED AT MODELLS							

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Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
01028	HAWKEN, CHRISTOPHER	Continued								
18-00090	01/12/18 REIMBURSEMENT	BOOTS	Continued							
	RECEIPT ATTACHED	\$ 19.88								
		159.88								
	Vendor Total:	159.88								
01067	POLICE TRAFFIC OFFICERS'									
18-00033	01/05/18 2018 MEMBERSHIP DUES									
1	2018 MEMBERSHIP DUES	200.00	8-01-25-745-044	B PROFESSIONAL ASSOCIATION DUES	R	01/05/18	01/24/18		2018 DUES	N
	2018									
	COUNTY AND STATE DUES									
	POLICE TRAFFIC OFFICERS ASSOCS	\$200.00								
	Vendor Total:	200.00								
01120	GTBM INC.									
17-01422	12/13/17 PD IN CAR TOUGHBOOKS									
1	PD IN CAR TOUGHBOOKS	9,555.47	7-01-44-819-000	B ACQUISITION OF EQUIPMENT - POLICE	R	12/13/17	01/25/18		0000015030	N
	2 EACH PD IN CAR TOUGHBOOKS									
	COMPLETE UNITS	\$9,951.20								
	NJ STATE CONTRACT #89980									
	Vendor Total:	9,555.47								
01156	DIRECT ENERGY BUSINESS									
18-00110	01/16/18 DIRECT ENERGY ELECTRIC CHARGES									
1	0157026009 1 MEMORIAL LITE	14.83	7-01-31-825-071	B ELECTRICITY	R	01/16/18	01/24/18		180030033316053	N
2	0716933005 MEMORIAL TENIS CRT	5.29	7-01-31-825-071	B ELECTRICITY	R	01/16/18	01/24/18		180030033316053	N
3	5229845000 LA TRENTA FLD LTS	20.75	7-01-31-825-071	B ELECTRICITY	R	01/16/18	01/24/18		180060033316053	N
	ACCOUNT #1517820									
	INVOICE #180030033316053	40.87								
	Vendor Total:	40.87								

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Vendor # Name	PO # PO Date Description	Contract PO Type	Stat/Chk	First Rcvd	Chk/Void	1099
	Item Description	Amount Charge Account Acct Type Description		Enc Date Date	Date Invoice	Exc
01249 BOTTA, CHRISTOPHER						
17-00166	01/27/17 PROSECUTORIAL SERVICES 2017	B				
9	PROSECUTORIAL SERVICES 2017	3,180.00 7-01-20-713-028	B OTHER PROF/CONSULTANT SERVICES	R	05/02/17 01/24/18	4TH QTR 2017 N
10	PROSECUTORIAL SERVICES 2017	3,445.00 7-01-41-251-028	B OTHER PROFESSIONAL/CONSULTANT SERVICES	R	05/02/17 01/24/18	4TH QTR 2017 N
		6,625.00				
	Vendor Total:	6,625.00				
01251 LAMENDOLA, BRIAN						
18-00109	01/16/18 REIM SHOE RACK FOR LOCKER ROOM					
1	REIM SHOE RACK FOR LOCKER ROOM	94.75 8-01-25-745-058	B OTHER EQUIPMENT & SUPPLIES	R	01/16/18 01/24/18	REIM. CLOTHING N
	SHOE RACK PURCHASED FOR LOCKER ROOM					
	PURCHASED 1/10/18					
	ON AMAZON.COM					
	RECEIPT ATTACHED	\$94.75				
	Vendor Total:	94.75				
01293 NJ DIV. PENSIONS & BENEF./DCRP						
17-00217	02/07/17 DCRP GROUP LIFE & LG TERM DIS.	B				
24	DCRP GROUP LIFE INSURANCE/DEC	185.09 7-01-36-846-029	B OTHER CONTRACTUAL - DCRP	R	05/02/17 01/24/18	DECEMBER N
25	DCRP LONG TERM DISABILITY DEC	77.50 7-01-36-846-029	B OTHER CONTRACTUAL - DCRP	R	05/02/17 01/24/18	DECEMBER N
		262.59				
	Vendor Total:	262.59				
01335 HACKENSACK UNIVERSITY MEDICAL						
17-00308	03/07/17 HEALTH AWARENESS PROGRAM 2017	B				
10	HEALTH AWARENESS PROGRAM 2017	415.50 7-01-27-785-029	B OTHER CONTRACTUAL ITEMS	R	06/21/17 01/24/18	B-1217-C DEC. N
	DECEMBER INVOICE NO. B-1217-C					
	Vendor Total:	415.50				
01368 ROBALINO, ERIC						
18-00022	01/05/18 REIMBURSEMENT CLOTHING					
1	REIMBURSEMENT CLOTHING	14.99 7-01-25-745-257	B ROBALINO, ERIC - CLOTHING	R	01/05/18 01/24/18	REIM CLOTHING N
	P.O. E. ROBALINO					
	REIMBURSEMENT FOR THERMAL SOCKS					

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Vendor # Name	PO # PO Date Description	Contract PO Type		Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Exc1
	Item Description	Amount Charge Account	Acct Type Description						
01510 GUICO, JOHN	Continued								
18-00021	01/05/18 REIMBURSEMENT NEW EQUIP 12/15/17	Continued							
18-00091	01/12/18 REIMBURSEMENT CLOTHING								
1	REIMBURSEMENT CLOTHING	107.46 8-01-25-745-258	B GUICO, JOHN - CLOTHING	R	01/12/18	01/24/18		REIM. CLOTHING	N
	P.O. J. GUICO REIMBURSEMENT FOR CLOTHING PURCHAED AT RUGGED OUTFITTERS RECEIPT ATTACHED \$107.46								
	Vendor Total:	302.31							
01517 LUDWIG, DAVID									
18-00011	01/05/18 Mileage reimburse - Dec 2017								
1	Mileage reimburse - Dec 2017	52.70 7-01-22-725-045	B TRAVEL	R	01/05/18	01/24/18		MILEAGE REIM.	N
	Vendor Total:	52.70							
01531 UNIMAK, LLC									
16-00504	04/27/16 CONSTRUCTION OF NEW FIREHOUSE	B							
21	PAYMENT UNIMAK 1/19/18	264,625.98 C-04-55-405-A00	B CONSTRUCTION OF FIRE HOUSE	R	04/27/16	01/24/18		1/19/18	N
	Vendor Total:	264,625.98							
01552 WISS & BOUREGY, P.C.									
16-01149	10/20/16 PERSONAL MATTER	B							
2	PERSONAL MATTER	1,036.00 8-01-55-204-000	B ACCOUNTS PAYABLE	R	10/20/16	01/24/18		15122	N
	Vendor Total:	1,036.00							
01622 GAYLORD BROS., INC.									
17-01271	11/09/17 ARCHIVAL BOXES FOR TAX DEPT								
1	ARCHIVAL BOXES FOR TAX DEPT	111.51 7-01-20-708-036	B OFFICE SUPPLIES	R	11/09/17	01/24/18		2518257	N
	Vendor Total:	111.51							

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01645 BOROUGH OF WOODCLIFF LAKE												
18-00043 01/08/18 TRI-BORO DISPATCH CONSULTANT												
1 TRI-BORO DISPATCH CONSULTANT 772.33 7-01-25-746-029 B OTHER CONTRACTUAL ITEMS R 01/08/18 01/24/18 4TH QTR 2017 N												
4TH QUARTER 2017 BOROUGH OF MONTVALE.												
18-00105 01/15/18 TRI-BORO AMBULANCE INS. MONTVA												
1 TRI-BORO AMBULANCE INSURANCE 8,051.00 7-01-25-748-029 B OTHER CONTRACTUAL ITEMS R 01/15/18 01/24/18 INVOICE 101 N												
MONTVALE SHARE.												
Vendor Total: 8,823.33												
01660 SOUTH JERSEY ENERGY												
18-00088 01/12/18 SOUTH JERSEY ENERGY CHARGES												
1 00150755 VLY VIEW TER 10.26 7-01-31-829-070 B NATURAL GAS R 01/12/18 01/24/18 1117800ES N												
2 00150756 31 W GRAND AVE 553.66 7-01-31-829-070 B NATURAL GAS R 01/12/18 01/24/18 1117801ES N												
3 00150757 RAILROAD REC 184.56 7-01-31-829-070 B NATURAL GAS R 01/12/18 01/24/18 1117802ES N												
4 00150761 159 CHESTNUT RDG RD 230.69 7-01-31-829-070 B NATURAL GAS R 01/12/18 01/24/18 1117805ES N												
5 00150759 12 MERCEDES DR 2,758.07 7-01-31-829-078 B NATURAL GAS - 12 MERCEDES R 01/12/18 01/24/18 1117803ES N												
6 00150754 MEMORIAL DR SR CTR 830.50 7-01-31-829-086 B NATURAL GAS - ONE MEMORIAL R 01/12/18 01/24/18 1117799ES N												
INVOICE:												
1117800ES												
1117801ES												
1117802ES												
1117804ES 0.00												
1117805ES												
1117803ES												
1117799ES												
TERM												
12/1/2017 - 1/2/2018												
4,567.74												
Vendor Total: 4,567.74												
01702 MEDIA CONSULTANTS LLC												
17-00835 07/19/17 TV STUDIO MANAGEMENT B												
5 TV STUDIO MANAGEMENT 4,545.00 7-01-20-701-028 B OTHER PROF/CONSULTANT SERVICES R 07/19/17 01/24/18 1004 N												
PAYMENT #3												

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	Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Invoice	Excl

01748	WERBA, JOSEPH			Continued						
18-00094	01/15/18 REIMBURSEMENT NEW EQUIP			Continued						
	REIMBURSEMENT FOR CLOTHING PURCHASED									
	AT TURN OUT UNIFORM									
	RECEIPT ATTACHED		\$112.97							

NEW VENDOR:

JOSEPH C. WERBA
POLICE DEPARTMENT

Vendor Total: 112.97

02141	REGAN, ROBERT T., ESQ.									
18-00035	01/05/18 ESCROW PAYMENTS									
1	HEKEMIAN/MERCEDES (21602)	1,408.00	E-08-00-216-02A	B S.Hekemian/Mercedes (2702/1 & 3)	R	01/05/18	01/24/18	14062	N	
2	HEKEMIAN/MERCEDES (21602)	1,376.00	E-08-00-216-02A	B S.Hekemian/Mercedes (2702/1 & 3)	R	01/05/18	01/24/18	14166	N	
3	MTVLDEV-STARBUCKS 2801/2/C001A	672.00	E-08-00-217-34A	B MTVL DEV-STARBUCKS (2801/2/C001A)	R	01/05/18	01/24/18	14348	N	

INVOICES NO.:

14062
14166
14348

3,456.00

18-00061	01/10/18 MONTVALE- ST. JOSEPH									
1	MONTVALE- ST. JOSEPH (3004/1)	80.00	E-08-00-217-09A	B St Joseph's High School (3004/1)	R	01/10/18	01/24/18	13749	N	
	ATTENDANCE AT SITE PLAN COMMUNITY									
	INVOICE #13749									

Vendor Total: 3,536.00

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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
02426 VERIZON WIRELESS			Continued						
18-00078 01/12/18 642140176 VERIZON WIRELESS									
1 642140176 VERIZON WIRELESS/ADM	332.84	7-01-31-827-076	B TELEPHONE CHARGES	R	01/12/18	01/24/18		9798933464	N
LINE CHARGES:									
201-247-0313									
201-248-0398									
201-306-2806									
201-446-6242									
551-207-0388									
2 642140176 VERIZON WIRELESS/CON	240.06	7-01-22-725-059	B COMPUTER EQUIPMENT & SUPPL	R	01/12/18	01/24/18		9798933464	N
LINE CHARGES:									
201-466-0502									
201-466-0503									
201-466-0504									
201-466-0505									
INVOICE 39798933464									
	572.90								
Vendor Total:	762.95								
02519 MCNEICE, ALLISON									
18-00023 01/05/18 REIMBURSEMENT CLOTHING									
1 REIMBURSEMENT CLOTHING	510.92	7-01-25-745-264	B MC NEICE, ALLISON - CLOTHING	R	01/05/18	01/24/18		REIM CLOTHING	N
REIMBURSEMENT TO SGT. A. MCNEICE									
FOR CLOTHING/EQUIP									
PURCHASED AT TURN OUT UNIFORMS									
ON 12/26/17									
RECEIPT ATTACHED	\$510.92								
Vendor Total:	510.92								
02559 INS. DESIGN ADMINISTRATORS									
18-00006 01/03/18 BOROUGH VISION PLAN			B						
2 VISION ADMIN. FEES/JANUARY	259.00	8-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	01/03/18	01/24/18		403804/JANUARY	N
INVOICE NO. 403804									
Vendor Total:	259.00								

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Borough of Montvale
Bill List By Vendor Id

Page No: 25

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	Stat/Chk	First	Rcvd	Chk/Void	1099
	Item Description		Amount	Charge Account	Acct Type Description		Enc Date	Date	Date Invoice	Excl
02679 EDMUNDS & ASSOCIATES, INC.										
18-00038	01/08/18 2018 SOFTWARE MAINTENANCE									
1	2018 SOFTWARE MAINTENANCE	6,921.00	8-01-20-708-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/08/18	01/24/18		18-00409	N
2	2018 SOFTWARE MAINTENANCE	4,253.00	8-01-20-705-151	B FINANCIAL SERVICES	R	01/08/18	01/24/18		18-00409	N
3	2018 SOFTWARE MAINTENANCE	525.00	T-12-56-286-001	B RESERVE FOR DOG LICENSE	R	01/08/18	01/24/18		18-00409	N
	INVOICE # 18-00409									
		11,699.00								
Vendor Total:		11,699.00								
02911 TA ASSOCIATION BERG./PASSA.CTY										
18-00053	01/10/18 2018 Membership dues									
1	2018 Member dues - C. Petersen	50.00	8-01-22-725-044	B PROFESSIONAL ASSOCIATION DUES	R	01/10/18	01/24/18		MEMBERSHIP DUES	N
2	2018 Member dues - J.S. Mena	50.00	8-01-22-725-044	B PROFESSIONAL ASSOCIATION DUES	R	01/10/18	01/24/18		MEMBERSHIP DUES	N
		100.00								
Vendor Total:		100.00								
03060 TRI-STATE TECHNICAL SERVICES										
18-00072	01/11/18 2018 COMPUTER MAINTENANCE			B						
2	2018 COMPUTER MAINTENANCE	708.33	8-01-20-701-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/11/18	01/24/18		26221	N
	JANUARY 2018									
	INVOICE: 26221									
18-00073	01/11/18 2018 ACCESS/SPECIAL MICROSOFT			B						
2	2018 ACCESS/SPECIAL MICROSOFT	324.00	8-01-20-701-108	B MAINTENANCE/RENTAL AGREEMENTS	R	01/11/18	01/24/18		25500	N
	JANUARY 2018									
	INVOICE 25500									
18-00074	01/11/18 CABLE TV ADOBE SOFTW.LEASE2018			B						
2	CABLE TV ADOBE SOFTW.LEASE	21.39	8-01-20-716-061	B LEASED EQUIPMENT & SOFTWARE	R	01/11/18	01/24/18		25441	N
	JANUARY 2018									
	INVOICE 25441									
Vendor Total:		1,053.72								

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Borough of Montvale
Bill List By Vendor Id

Page No: 26

Vendor # Name	PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc
03084 WESLEY SICOMAC DAIRY									
17-00106 01/19/17 MILK DELIVERY ADMINSTR.2017		B							
13 MILK DELIVERY ADMINSTR.DEC	45.32	7-01-20-701-041	B MEAL REIMBURSEMENT	R	01/19/17	01/24/18		DECEMBER	N
Vendor Total:	45.32								
03215 UNUM LIFE INSURANCE									
17-00091 01/16/17 2017 LIFE INSURANCE		B							
13 2017 LIFE INSURANCE & AD&D/DEC	202.95	7-01-23-735-029	B OTHER CONTRACTUAL ITEMS	R	05/02/17	01/24/18		DECEMBER 2017	N
Vendor Total:	202.95								
03682 CRUISE, E. K.									
18-00089 01/12/18 REIMBURSEMENT CLOTHING									
1 REIMBURSEMENT CLOTHING	109.98	8-01-25-745-271	B CRUISE, EARL - CLOTHING	R	01/12/18	01/24/18		REIM. CLOTHING	N
P.O. K. CRUISE									
REIMBURSEMENT FOR CLOTHING									
PURCHASED AT DICK'S SPORTING GOODS									
1/3/18 RECEIPT ATTACHED	\$109.98								
Vendor Total:	109.98								
03683 PIERRI, JASON									
18-00018 01/05/18 REIMBURSEMENT CLOTHING									
1 REIMBURSEMENT CLOTHING	305.25	7-01-25-745-256	B PIERRI, JASON - CLOTHING	R	01/05/18	01/24/18		REIM CLOTHING	N
P.O. JASON PIERRI									
REIMBURSEMENT FOR CLOTHING									
PURCHASED 12/21/17									
TURN OUT UNIFORMS	\$305.25								
Vendor Total:	305.25								
03727 STAPLES INC									
17-01350 11/30/17 CARBONLESS FORM FIRE PREVENT.									
1 CARBONLESS FORM FIRE PREVENT.	211.00	7-01-25-753-036	B OFFICE SUPPLIES	R	11/30/17	01/24/18		3362085242	N

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Borough of Montvale
Bill List By Vendor Id

Page No: 27

Vendor # Name		PO # PO Date		Description	Contract	PO Type	First		Rcvd	chk/Void	1099
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Date	Invoice	Exc1
03727	STAPLES INC	Continued									
17-01359	12/04/17	LT SZABO CHAIR & INK CARTRIDGE									
1	LT SZABO CHAIR & INK CARTRIDGE	677.50	7-01-25-745-036	B OFFICE SUPPLIES	R	12/04/17	01/24/18			3362085245	N
	PD SUPPLIES										
	LT. J. SZABO										
	INK CARTRIDGES	377.51									
	CHAIR	299.99									
		\$677.50									
17-01387	12/11/17	OEM INK CARTRIDGES									
1	OEM INK CARTRIDGES	95.68	7-01-25-747-036	B OFFICE SUPPLIES	R	12/11/17	01/24/18			3362719510	N
	INK CARTRIDGES FOR OEM PRINTER										
		\$95.68									
17-01396	12/12/17	PD COMM CTR PRINTER									
1	PD COMM CTR PRINTER	574.41	7-01-25-745-079	B COMMUNICATION EQUIP MAINT/REPR	R	12/12/17	01/25/18			3362719514	N
	PD COMM CTR PRINTER										
	TO REPLACE BROKEN PRINTER	#574.41									
2	PD COMM CTR PRINTER	665.37	7-01-25-745-036	B OFFICE SUPPLIES	R	01/25/18	01/25/18			3362719514	N
		1,239.78									
17-01398	12/12/17	toners									
1	toners	665.37	7-01-21-720-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	12/12/17	01/24/18			3362719516	N
2	envelopes	24.08	7-01-21-720-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	12/12/17	01/24/18			3362719516	N
		689.45									
Vendor Total:		2,913.41									

Total Purchase Orders: 101 Total P.O. Line Items: 197 Total List Amount: 878,237.12 Total Void Amount: 0.00

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Borough of Montvale
Bill List By Vendor Id

Page No: 28

Totals by Year-Fund Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND 2017 BUDGET	7-01	190,842.96	0.00	190,842.96	0.00	0.00	190,842.96
CURRENT FUND 2017 BUDGET	8-01	371,874.99	0.00	371,874.99	0.00	0.00	371,874.99
CAPITAL FUND	C-04	268,677.98	0.00	268,677.98	0.00	0.00	268,677.98
BOA ESCROW ACCOUNTS	E-08	34,168.73	0.00	34,168.73	0.00	0.00	34,168.73
OTHER TRUST ACCOUNT	T-03	5,432.00	0.00	5,432.00	0.00	0.00	5,432.00
DOG TRUST ACCOUNT	T-12	550.21	0.00	550.21	0.00	0.00	550.21
OPEN SPACE TRUST ACCT	T-14	6,690.25	0.00	6,690.25	0.00	0.00	6,690.25
Year Total:		12,672.46	0.00	12,672.46	0.00	0.00	12,672.46
Total of All Funds:		878,237.12	0.00	878,237.12	0.00	0.00	878,237.12

MANUAL/VOID CHECKS - WIRES

January 12, 2018

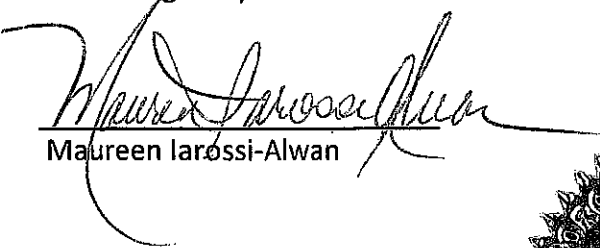
TRANSACTION	DATE	VENDOR	AMOUNT
WIRE	1/12/2018	PAYFLEX	\$41,400

**see distribution of funds below*

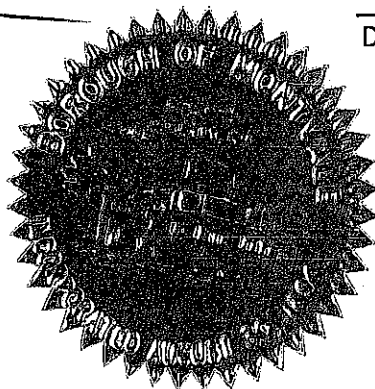
*The following employees are enrolled in the 2018 HDHC plan and are receiving the Borough of Montvale's contribution (as IRS allows) toward their H.S.A. accounts as follows:

	Employee	ER Contribution amount
1	J.A.	\$6,900.00
2	L.H.	\$6,900.00
3	S.L.	\$3,450.00
4	A.M.	\$6,900.00
5	C.M.	\$6,900.00
6	D.R.	\$3,450.00
7	J.R.	\$6,900.00
	<u>TOTAL</u>	<u>\$41,400.00</u>

I, Maureen Iarossi-Alwan, Municipal Clerk of the Borough of Montvale, due hereby certify/ratify the above payment to Payflex for dispersement to the above listed individuals Health Savings Accounts on 1/12/18. These amounts will be approved on the 1/30/18 bill list of the Governing Body.


Maureen Iarossi-Alwan

1/12/2018
Date





**COUNTY OF BERGEN
DEPARTMENT OF PUBLIC WORKS
OPERATIONS DIVISION**

220 East Ridgewood Avenue, Suite 205, Paramus, NJ 07652
(201) 336-7675 • Fax (201) 336-7684

James J. Tedesco, III
County Executive

Raymond Dressler
Director of Public Works

SUBJECT: 2018/2019 PROPOSED COUNTY AID RESURFACING LIST

Dear Administrator:

Please find an attached list of potential roads that are scheduled to be resurfaced in your town within the next 2 years. We are requesting that you forward this letter and attachment to your Mayor and Council, Police Chief, Police Traffic Officer, DPW Superintendent, Municipal Engineer, Municipal owned Utilities and Municipal Building Department.

In order to facilitate the 2018 and 2019 Resurfacing Programs, the County of Bergen requests that you (1) install all necessary ADA Ramps needed to complete the road resurfacing, (2) inspect the conditions of your curbs and make any repairs/replacements, (3) complete any exiting streetscape and or intersection projects (4) notify your Municipal Utilities to perform all necessary leak testing and complete repairs, (5) notify your Building Department to insure that all necessary work needed to be completed on curbs, driveway aprons, sewer and utility connections are completed, (6) inspect and remove if necessary any paver and /or concrete crosswalks, and (7) inspect your sanitary sewer manholes and frames to see that they are in good condition. If you find problems with manhole frames, the County can, while milling the street have the frame assemblies replaced by the contractor at no cost if you supply the replacement frame assemblies. **Bari Costanza**, Project Supervisor, will be surveying the roadways and will answer any questions or concerns you may have.

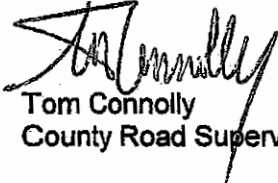
The County of Bergen will finance the costs of the design, inspection and construction of the handicap ramps and detectable warning surfaces where approved by the county as per the **signed Resurfacing and ADA Ramp Agreements**. The County has a cooperative construction contract in place to construct all handicap ramps and detectable warning surfaces that are required for resurfacing. The municipality should contract directly with the successful bidder. The County requires that your Municipal Engineer conduct a walk through with Jaison Alex of the Bergen County Engineering Division to identify handicap ramp locations that are required and be responsible for ramp design. After Bergen County Engineering Division approval, the Municipal Engineer is also required to certify compliance with ADA regulations upon completion of construction. The County will reimburse municipalities for approved construction costs included in cooperative bid as per the ADA Agreements.

As a courtesy, we will install thermoplastic traffic markings and symbols at your traffic lights, and will replace crosswalk markings only if the crosswalks terminate at handicapped ramps that meet with ADA regulations. Once installed, the maintenance of these markings and symbols will be the municipality's responsibility unless the intersection is under County jurisdiction. If you plan a streetscape project, these crosswalks should be done after the roadway is resurfaced. The County of Bergen recommends using stamped or imprinted crosswalks.

All other types of crosswalks made from raised materials such as pavers or other types of concrete blocks and headers or very thick layers of extruded thermoplastic materials are not recommended and are the sole responsibility and liability of the municipality to maintain at all times.

If you have any questions regarding this letter, please email me or call me at 201-336-7676. We look forward to working with your municipality on resurfacing the county roads listed in the attachment.

Sincerely,



Tom Connolly
County Road Supervisor

Attachment

2018/2019 PROPOSED COUNTY AID RESURFACING LIST

	Municipality	Road	From	To
31	Glen Rock	Rock Road	Prospect Street	Lincoln Avenue
32	Hackensack	First Street and Polify Road	Hasbrouck Heights Line	Passaic Street
33	Hackensack	Essex Street	Main Street	Maywood/Lodi Line
34	Hasbrouck Heights	Williams Street	NJ 17	Lodi Line
35	Hasbrouck Heights, Lodi and Wood-Ridge	Passaic Street and Terhune Avenue	Terrace Avenue	Main Street
36	Haworth	Haworth Avenue and Haworth Drive	Sunset Avenue	Schraalenburgh Road
37	Haworth	Lake Shore Drive-Sunset Avenue	Oradell Line	Haworth Drive
38	Ho-Ho-Kus	East Saddle River Road	Ridgewood Line	Saddle River Line
39	Ho-Ho-Kus and Ridgewood	East & North Franklin Turnpike	Race Track Road	Waldwick Line
40	Ho-Ho-Kus and Ridgewood	Bogert Road, West Saddle River Road and Race Track Road	East Saddle River Road	Franklin Turnpike
41	Little Ferry	Liberty Street	Moonachie Line	South Hackensack Line
42	Little Ferry and South Hackensack	Main Street	Bergen Turnpike	US 46
43	Lodi	Union Avenue	Hasbrouck Heights Line	Main Street
44	Lodi	Main Street and Memorial Drive	Wallington/South Hackensack Line	US 46
45	Lodi, Maywood and Rochelle Park	Essex Street	Hackensack Line	Main Street/Rochelle Avenue
46	Mahwah	Darlington Avenue	Ramsey Line	Ramapo Valley Road (US 202)
47	Mahwah	Forest Road	Allendale Line	Wyckoff Avenue
48	Mahwah	Franklin Turnpike	Ramsey Line	New York State Line
49	Maywood	Maywood Avenue	Essex Street	Paramus Line
50	Midland Park	Glen Avenue	Prospect Street	Ridgewood Line
51	Midland Park	Godwin Avenue	Ridgewood Line	Wyckoff Line
52	Montvale	Kinderkamack Road (includes Railroad Avenue and Park Street)	Park Ridge Line	New York State Line
53	Moonachie	Moonachie Road	Carlstadt Line	Little Ferry Line
54	Northvale	Paris Avenue	Tappan Road	Rockleigh Line
55	Oakland	Long Hill Road	Ramapo Valley Road (US 202)	Franklin Lakes Line
56	Oakland	Skyline Drive	Passaic County Line	Passaic County Line
57	Old Tappan	Central Avenue	Old Tappan Road	Norwood Line
58	Oradell	Kinderkamack Road	Oradell Avenue	Emerson Line
59	Paramus	Forest Avenue	Maywood Line	Midland Avenue
60	Paramus	Paramus Road	Century Road	Linwood Avenue
61	Park Ridge	Kinderkamack Road	Park Avenue	Montvale Line



Engineers
Planners
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Landscape Architects
Environmental Scientists

400 Valley Road, Suite 304
Mount Arlington, NJ 07856
T: 973.398.3110
F: 973.398.3199
www.maserconsulting.com

January 24, 2018

Maureen Iarossi-Alwan
Borough Clerk/Borough Administrator
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Re: Proposal for Professional Engineering Services
Montvale Fire House – Water Service Upgrade Services
Borough of Montvale, Bergen County, NJ
MC Proposal No. MVB-388

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for expanded Professional Engineering and Construction Observation Services related to the upgrade of the new Montvale Fire House water service. These services are above and beyond our original proposal already approved by the Borough.

As you know, the water line that provided service to the former Firehouse does not meet current Suez standards. After numerous discussions with Suez, Maser Consulting arrived at a compromise where Suez will extend the water main within a newly created twenty-five foot (25') wide easement that will supply the new Firehouse and extend to a proposed fire hydrant on Memorial Drive. This new fire hydrant was requested by the Fire Department to provide needed firefighting ability to the east side of Memorial School. Additionally, a twenty-five foot (25') wide easement will also run the entire length of Memorial Drive from Grand Avenue north to Bayberry Drive. This will allow for the installation of a future water main extension along Memorial Drive north to Bayberry Drive. The existing water supply to the DPW building will remain with the installation of a new backflow preventer to be installed by Unimak.

Based on discussions with Suez, the estimate for the extension of the water main is approximately \$70,500, with Suez absorbing half the cost. The Borough will need to reimburse Suez for the remainder of these costs. Note that Suez's contractor will install the new water main to Suez's specifications. The Firehouse Architect has designed all related water supply lines from the main into the building.

The following is our scope of services:

TASK 1.0 SITE DESIGN



Maser Consulting will provide expanded site design services related to the proposed Suez water main as described above. The design of the water main piping, required connections, trenching, pipe bedding, etc. will be designed and constructed by Suez and their designated Contractor.

TASK 2.0 EASEMENT DESCRIPTION

Blanket Easements for the new water main will be required by Suez. Maser Consulting will coordinate and provide mapping to the Borough Attorney to prepare the easements.

TASK 3.0 CONSTRUCTION OBSERVATION SERVICES

Maser Consulting will provide expanded Construction Observation services for the new water main. Maser Consulting will utilize the specifications developed for this project to monitor Suez's Contractor's performance and enforce compliance with the contract documents and project schedule.

Maser Consulting will provide the Borough with part time on-site construction observation services, including any required shop drawing review for the project, and will utilize the same staff member on the project to provide consistency. Maser Consulting coordinate operations between Suez, the Firehouse Architect and Contractor and Suez Contractors and maintain daily observation reports. Maser Consulting will review and prepare Contractor payments for the water main, as well as change orders (if necessary). If the Contractor supplies unacceptable work or material, Maser Consulting will take an immediate course of corrective action on behalf of the Borough.

Prior to completion, Maser Consulting will provide the Borough with a final punch list as created by the inspector. The punch list will detail any open items along with the anticipated completion deadlines. Upon completion of the punch list items, a final site observation will be scheduled with the Contractor to close out the project. Maser Consulting will prepare the paperwork for the site work project close out and final payment on the site work to the Contractor.

Maser Consulting will coordinate the proposed Suez water main extension with the Firehouse Architect and their Contractor.

Task 1.0 – Site Design	\$10,000.00
Task 2.0 – Easement Description/Survey	\$3,500.00
Task 3.0 – Construction Observation	<u>\$15,000.00</u>
Total	<u>\$28,500.00</u>

CONCLUSION

If the Borough finds this proposal acceptable, please forward a copy of a resolution authorizing the work to be performed.



Maureen Iarossi-Alwan
MC Project No. MVB-388
January 24, 2018
Page 3 of 3

If you have any questions pertaining to this matter, please do not hesitate to call me. Thank you for the opportunity to submit this proposal to you.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'A. Hipolit', is written over the printed name.

Andrew R. Hipolit, P.E., P.P., C.M.E.
Borough Engineer

ARH/cd

Cc: Mayor and Council (via Clerk/ Administrator)
Joseph Voytus, Esq., Borough Attorney

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Engineers
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400 Valley Road, Suite 304
Mount Arlington, NJ 07856
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January 24, 2018

VIA E-MAIL

Maureen Iarossi-Alwan
Borough Clerk/Borough Administrator
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07643

Re: Montvale Intersections Improvements
Alternate 'B' - Chestnut Ridge Road Widening
Construction Observation Services
Borough of Montvale, Bergen County, NJ
MC Proposal No. MVB-285B

Dear Ms. Iarossi-Alwan:

As you are aware, the work performed by New Prince Concrete under the Montvale/County Intersections Improvements was mostly funded by the developer for De Piero's Farm. This work is largely complete at this time. In an effort to reduce costs, the original scope for the project included the widening of Chestnut Ridge Road just north of the traffic light at KPMG/St. Josephs Regional High School to 85 Chestnut Ridge Road. This was bid as Alternate 'B' to this project, which was to be funded by the County. At the time of the award, however, neither the County funding nor a Shared Services Agreement were in place. Subsequently, this portion of the project was awarded as Change Order No. 1 following receipt of the County funding and execution of the Shared Services Agreement.

The funding from the County, however, only provided reimbursement to the Borough for the amount bid by New Prince Concrete under Alternate 'B', or \$485,445.54. This amount did not take into consideration the required Construction Observation Services for this portion of the project.

Based on the above, Maser Consulting P.A. (Maser Consulting) is herein providing our proposal for Construction Observation Services for the widening of Chestnut Ridge Road. We recommend that the Borough seek reimbursement for these expenses through the County as these services are a necessary and integral part of the project scope.

The following proposal presents the steps necessary to perform these services.

SCOPE OF SERVICES



CONSTRUCTION OBSERVATION SERVICES

Maser Consulting will provide construction observation services for the widening project on Chestnut Ridge Road. Maser Consulting will utilize the specifications and plans developed for the project to monitor the contractor's performance and enforce compliance with the contract documents.

Maser Consulting will provide the Borough with full-time, on-site observation services on an as-needed basis for the project. It is anticipated, however, that part-time inspection services will be required for the majority of the project. Maser Consulting will coordinate required meetings for the project and maintain daily observation reports. Maser Consulting will review and prepare contractor payments, as well as change orders (if necessary). If the contractor supplies unacceptable work or material, Maser Consulting will take an immediate course of corrective action on behalf of the Borough.

Maser Consulting will review all submittals for the project, including shop drawings and As-Built drawings provided by the contractor. Prior to completion, Maser Consulting will provide the Borough with a final punch list as created by the inspector. The punch list will detail any open items along with the anticipated completion deadlines. Upon completion of the punch list items, a final site observation will be scheduled with the contractor to close out the project. Maser Consulting will prepare the paperwork for project close out and final payment to the contractor.

Cost Not To Exceed Fee

\$38,500.00

CONCLUSION

If the Borough finds this proposal acceptable, please forward a copy of a resolution authorizing the work to be performed.

If you have any questions pertaining to this matter, please do not hesitate to call me.
Thank you for the opportunity to submit this proposal to you.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'ARH', is written over the printed name.

Andrew R. Hipolit, P.E., P.P., C.M.E.
Borough Engineer

ARH/cd

cc: Mayor and Council (via Clerk/Administrator)
Joseph Voytus, Esq., Borough Attorney



Engineers
Planners
Surveyors
Landscape Architects
Environmental Scientists

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Mount Arlington, NJ 07856
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www.maserconsulting.com

January 25, 2018

Maureen Iarossi-Alwan
Borough Clerk/Borough Administrator
Borough of Montvale
12 Mercedes Drive
Montvale, NJ 07645

Re: Proposal for Additional Construction Observation Services
2017 Roadway Improvements
Borough of Montvale, Bergen County, NJ
MC Proposal No. MVB-501

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for additional Construction Observation Services for the 2017 roadway improvements. Due to numerous weather-related delays, the Contractor (DLS Contracting) has not completed the contract. Further, Mayor & Council expanded the scope to include the milling and paving of additional streets.

The following proposal presents the steps necessary to perform the scope of services.

SCOPE OF SERVICES

CONSTRUCTION OBSERVATION SERVICES

Maser Consulting will provide additional construction observation services. Maser Consulting will utilize the specifications developed for the project to monitor the contractor's performance and enforce compliance with the contract documents.

Maser Consulting will provide the Borough with part-time, on-site observation services for the project. Maser Consulting will coordinate the project and maintain daily observation reports. Maser Consulting will review and prepare contractor payments, as well as change orders (if necessary). If the contractor supplies unacceptable work or material, Maser Consulting will take an immediate course of corrective action on behalf of the Borough.

Maser Consulting will review all submittals for the project, including shop drawings and As-Built drawings provided by the contractor. Prior to completion, Maser Consulting will provide the Borough with a final punch list created by the inspector. The punch list will detail any open items along with the anticipated completion deadlines. Upon completion of the punch list items, a final site observation will be scheduled with the contractor to close out the project. Maser Consulting will prepare the paperwork for project close out and final payment to the contractor.

COST NOT TO EXCEED FEE

\$24,500.00

Customer Loyalty through Client Satisfaction



CONCLUSION

If the Borough finds this proposal acceptable, please forward a copy of a resolution authorizing the work to be performed.

If you have any questions pertaining to this matter, please do not hesitate to call me.

Thank you for the opportunity to submit this proposal to you.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'ARH'.

Andrew R. Hipolit, P.E., P.P., C.M.E.
Borough Engineer

ARH/cd



LERCH, VINCI & HIGGINS, LLP

CERTIFIED PUBLIC ACCOUNTANTS
REGISTERED MUNICIPAL ACCOUNTANTS

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SHERYL M. NICOLosi, CPA, PSA

TO: Fran Scordo, Tax Collector

CC: Maureen Iarossi-Alwan, Borough Clerk/Administrator

FROM: Jeffery Bliss, CPA

DATE: January 23, 2018

RE: LFN 2018-04 Refunding Prepaid 3rd and 4th Quarter 2018 Property Taxes.

In accordance with your request I have reviewed Local Finance Notice (LFN) 2018-04 "Refunding 3rd and 4th Quarter 2018 Property Tax Payments made on or before December 31, 2017". Based on my review and interpretation the 3rd and 4th quarter 2018 property taxes that were prepaid by December 31, 2017 would constitute an overpayment or payment in excess of taxes assessed for 2018 since they have not been currently assessed and levied by the Borough. Therefore, in my opinion the Borough would be justified in refunding these payments to the respective taxpayer if so requested. Until the 3rd and 4th quarter 2018 property taxes bills are prepared, certified and mailed to the taxpayers in the second half of 2018 the payments toward these quarters in my opinion would be considered overpayments.

As LFN 2018-04 indicates if the Mayor and Council agree to refund such unbilled tax payments to the respective taxpayer they should adopt a resolution specific to this issue authorizing such refunds as a matter of policy. The resolution should include language to identify what type of payments are eligible for refund (i.e. payments made for the 3rd and 4th quarter 2018 property taxes that have not been assessed or levied) and should state no refunds will be authorized unless a specific written request is made by the taxpayer. Since this hopefully will be a one-time occurrence because of the change in the federal income tax regulations I would also include a deadline when all such written requests must be received by the Borough for processing of these types of refunds.

Another matter we reviewed was the requirement to issue IRS Form 1099 to taxpayers who received refunds. Currently the IRS regulations do not require 1099's to be issued for refunds of property taxes. However this could change in the near future. Considering a change could occur requiring 1099's to be issued for property tax refunds I would suggest all taxpayers receiving refunds be required to provide their social security numbers (IRS Form W-9) as a prerequisite of receiving a refund.

I would recommend the Borough Attorney also review this matter and provide his opinion and advise to the Borough.

If you have any questions or wish to discuss this matter further please let us know.

LFN 2018-04

January 19, 2018

Local Finance Notice

Philip D. Murphy
Governor

Sheila Y. Oliver
Commissioner & Lieutenant Governor

Timothy J. Cunningham
Director

Contact Information

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Refunding 3rd and 4th Quarter 2018 Property Tax Payments made on or before December 31, 2017

Following recent IRS guidance on the deductibility of prepaid 2018 property taxes, there have been instances where taxpayers are seeking refunds of payments made toward third and fourth quarter 2018 property taxes. As the permissibility of such refunds is an issue of first impression, the Division has promulgated the following guidance after consultation with the Attorney General's Office:

There is no statute that specifically authorizes, or forbids, refunds of third and fourth quarter 2018 taxes that were paid in December 2017 before being billed. Although N.J.S.A. 54:4-69 requires that payments made in the "current year" that are in "excess of the tax or assessment levied" must be refunded "on or before December first of the current year," typically such a refund does not occur until a determination is made that the tax is not owed in that year and that an actual overpayment exists.

The question of whether payment of third and fourth quarter 2018 taxes qualifies as a payment in "excess of the tax or assessment levied" when the assessment levy has not yet happened is ultimately one for the tax collector, chief financial officer, and municipal attorney to interpret and provide guidance to their governing body. If a municipality wishes to permit refunding payments toward unbilled third and fourth quarter 2018 property taxes, the governing body should adopt a resolution specifically authorizing the refund of such payments as a matter of policy (on the basis that the payment is in "excess of the tax or assessment levied," which is unknown at this stage). No individual refund should be authorized by the governing body except upon written request by a taxpayer.

In instances where there is a contract for sale on a property, the Division recommends that municipalities authorize refunds of tax quarters not yet billed (or several months in the distance) when such refunds are requested, as failure to do so could place an undue burden on the purchasing party,

When a mortgage company has made a payment on a quarter that has already been paid by the property owner, a municipality should refund the mortgage company their payment.

Municipalities that do not choose to authorize refunds of unbilled third and fourth quarter 2018 property taxes should require the taxpayer to request in writing either: 1) a refund of any overpayment once the third and fourth quarters have been billed; or 2) application of the overpayment amount toward 2019 property taxes.

Municipalities should consult with their auditors and municipal attorneys on whether or not to require a W-9 from taxpayers seeking refunds and issue a 1099 to each taxpayer receiving a refund.

Finally, the Division reminds municipalities that there is no statutory authorization to charge a fee for refunding property tax payments.

Approved: Timothy J. Cunningham, Director