

**WORK SESSION  
MINUTES**

The Work Session Meeting of the Mayor and Council was in the Council Chambers and called to order at 7:32pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

**OPEN PUBLIC MEETING STATEMENT**

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

**ROLL CALL:**

Councilmember Arendacs  
Councilmember Cudequest  
Councilmember Koelling

Councilmember Lane  
Councilmember Roche  
Councilmember Russo-Vogelsang - via telephone

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

**ORDINANCES:**

**PUBLIC HEARING OF ORDINANCE NO. 2025-1570** AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 170 OF THE BOROUGH CODE TO REVISE THE "FLAT FEE" STRUCTURE

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

**Section 1.** Chapter 170, "Construction Codes, Uniform," Section 11, "Other certificates and permits," subsection H, "Engineering fees," is hereby amended and supplemented by adding the underlined text and deleting the bracketed text, as follows: follows:

**§170-11      Other certificates and permits.**

H.      Engineering fees.

- (1)      In order to ensure that the Borough standards are met for all site improvements, including curbs, sidewalks, driveway pavement, seepage pits and to create zero runoff from new residential single-family dwelling construction and additions, swimming pools, tennis and retaining walls over four feet, the following fees shall be collected at the time an application is made that will require engineering plan review and construction inspection. An administrative fee of 20% will be added to the base fees to be retained by the construction department.

|                                                                 | Engineering | Administrative | Initial Fee | Re-Review |
|-----------------------------------------------------------------|-------------|----------------|-------------|-----------|
| New single-family dwelling                                      | \$1000      | \$200          | \$1200      | \$200     |
| Additions to single- family dwelling                            | \$1000      | \$200          | \$1200      | \$200     |
| Swimming pools, tennis courts                                   | \$1000      | \$200          | \$1200      | \$200     |
| Retaining walls over four feet in height                        | \$500       | \$100          | \$600       | \$150     |
| Other site improvements affecting impervious coverage or runoff | \$500       | \$100          | \$600       | \$150     |

- (2) If the submitted plans are insufficient or need to be revised by the applicant requiring an additional review by the Borough Engineer, the applicant shall be required to additionally pay the “re-review” fee identified above. There shall be no administrative charge on the “re-review” fee.
- (3) In the event that there is a material change in the scope of the project (defined as an increase or decrease in the value of the anticipated improvements by 50% or more), the applicant shall be required to deposit additional engineering fees according to the original schedule above. *(By way of example, an applicant proposes a \$100,000 addition and deposits \$1,000 in engineering fees plus a \$200 administrative fee. The applicant then revises the plans to propose a \$200,000 addition instead. The applicant is required to submit an additional \$1,000 in engineering fees, not the “re-review” fee. No additional administrative fees would be collected.)*
- (4) Upon withdrawal of the application or issuance of the building permit, seventy percent (70%) of the total engineering fee deposited, including any re-review fees, shall be paid to the engineer upon submission of a proper invoice. [or] Upon completion of the work specified in the application, the remainder of the total engineering fee deposited, including any re-review fees, shall be paid to the engineer upon submission of a proper invoice.

**Section 2.** All other provisions of Section 170-11 other than subsection H shall remain unchanged.

**Section 3.** Any article, section, paragraph, subsection, clause, or other provision of the Borough of Montvale Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

**Section 4.** If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

**Section 5.** This ordinance shall take effect immediately upon passage and publication as required by law.

**Section 6.** All applications submitted prior to the effective date of this ordinance shall continue to be processed under the existing engineering fee schedule and procedure.

*A motion Introduced for second reading **Ordinance No. 2025-1570** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.*

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

*No Public Comment*

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

**PUBLIC HEARING OF ORDINANCE NO. 2025-1571 AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 385 OF THE BOROUGH CODE TO CHANGE THE PARKING RESTRICTIONS ON CERTAIN PORTIONS OF CRAIG ROAD**

**WHEREAS**, it has come to the attention of the Borough that vehicles parking on certain portions of Craig Road have created difficulties with vehicular traffic and sight distances; and

**WHEREAS**, the Borough Code presently prohibits parking on both sides of Craig Road, but there is no signage to reflect this restriction; and

**WHEREAS**, the Police Department has recommended that parking only be prohibited on certain portions of Craig Road, while allowing street parking on other areas, and has further recommended that signage be placed consistent with these new regulations; and

**WHEREAS**, the Borough is desirous of amending the parking restrictions on certain portions of Craig Road to improve vehicular and pedestrian safety and to preserve the quality of life of area residents.

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

**Section 1.** Chapter 385, "Vehicles and Traffic," Section 33, "Schedule I – No Parking", is hereby amended and supplemented by adding the underlined text and deleting the bracketed text, as follows:

| Street            | Side and Hours     | Location                                                                                                           |
|-------------------|--------------------|--------------------------------------------------------------------------------------------------------------------|
| Craig Road        | [Both] <u>West</u> | Entire length                                                                                                      |
| <u>Craig Road</u> | <u>East</u>        | <u>From Grand Avenue northerly to a point 50 feet north of the intersection of Craig Road and Forshee Circle</u>   |
| <u>Craig Road</u> | <u>East</u>        | <u>From a point 250 feet north of the intersection of Craig Road and Forshee Circle northerly to Summit Avenue</u> |

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

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

**Section 3.** Savings Clause.

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

**Section 4.** Severability.

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

**Section 5.** Effective Date.

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

*A motion Introduced for second reading **Ordinance No. 2025-1571** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.*

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

*No Public Comment*

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

**PUBLIC HEARING OF ORDINANCE NO. 2025-1572** AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 258 OF THE BOROUGH CODE TO REVISE CERTAIN PROVISIONS RELATED TO MASSAGE ESTABLISHMENTS

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

**Section 1.** Chapter 258, "Massage and Somatic Therapies Establishments," is hereby amended and supplemented by adding the underlined text and deleting the bracketed text, as follows:

**§ 258-5 Application requirements.**

- A. Application for a business permit for massage and bodywork therapy establishment. Any person, firm, corporation, organization or other entity applying for a massage and bodywork therapy establishment business permit shall submit the required application, which shall include the following information:

- (5) A complete list of the name(s) and address(es) of all massage and bodywork therapists, along with a copy of each therapist's certificate and/or license issued by the State of New Jersey pursuant to the Act and all relevant regulations. It shall be an ongoing responsibility of each licensed therapist to notify the Borough, in writing, of any change in name, address or telephone number, prior to any employee starting work. This list shall also be made available during all inspections. Additionally, two front-faced portrait photographs of the individual, at least two inches by two inches in size, taken within 30 days of the date of the application, shall be submitted with the

application.

## § 258-10 Operating requirements.

Every portion of the massage and bodywork therapy establishment, including all appliances and apparatus, shall be kept clean and operated in a sanitary condition. All massage tables, bathrooms, bathtubs, shower stalls, steam or bath areas and floors shall have surfaces which may be readily disinfected, and shall be maintained in a sanitary condition and regularly cleaned and disinfected by a method approved by the Health Department. Each massage, bodywork and somatic therapy area/room shall be equipped with a handwashing sink and an adequate area within each room for clients to store personal items.

W. All main entrance doors to massage and bodywork therapy establishments are not permitted to be locked or hasped during the establishments' hours of operation. The "buzzing in" of clientele into a lobby area is prohibited.

X. No employee of any massage, bodywork, or somatic therapy establishment shall possess any personal lubricant, condoms or sexual aids/toys, while working in the establishment, nor will any of said items be permitted inside of any massage, bodywork, or somatic therapy establishment.

Y. If decals are placed on exterior windows they must be at least 50% transparent and only placed on the top half of the window.

§ 258-14 Violations and penalties; suspension or revocation of permit.

Unless otherwise provided by law, any person or establishment owner violating any of the provisions of this chapter shall, upon determination of the Health Officer, the Borough Police Department, Construction Official, the Code Enforcement Officer, and/or the Fire Marshal be subject to suspension or revocation of a Borough-issued business permit pursuant to the provisions of this chapter. In addition to suspension or revocation of the business permit, any person/establishment owner violating any of the provisions of this chapter shall be subject to penalties or fines set forth in Chapter 1, Article I, "General Penalty," of this Code. [at the discretion of the Municipal Court.]

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

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

**Section 3.** Savings Clause.

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

**Section 4.** Severability.

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

**Section 5.** Effective Date.

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

*A motion Introduced for second reading **Ordinance No. 2025-1572** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.*

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

*No Public Comment*

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

**INTRODUCTION OF ORDINANCE NO. 2025-1573** AN ORDINANCE OF THE BOROUGH OF MONTVALE REPEALING AND REPLACING CHAPTER 210, "FLOOD DAMAGE PREVENTION," OF THE BOROUGH CODE  
(public hearing 6-12-25)

*A motion to Introduce Ordinance **2025-1573** for first reading was made by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Koelling - a roll call was taken – all ayes*  
*The BA, Joe, gave a brief explanation stating this is required by the State, Colliers will be providing a summary explanation for the public in regards to the permitting process of those who reside in a flood zone; Colliers will now be reviewing all the plans instead of the construction official.*

**INTRODUCTION OF ORDINANCE NO. 2025-1574** AN ORDINANCE AMENDING AND SUPPLEMENTING CHAPTER 408 OF THE BOROUGH OF MONTVALE CODE TO REGULATE PET WASTE  
(public hearing 6-12-25)

*A motion to Introduce Ordinance **2025-1574** for first reading was made by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Bergen Record; seconded by Councilmember Koelling - a roll call was taken – all ayes*

**MEETING OPEN TO PUBLIC**

Agenda Items Only

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

**Carolee Adams**

*Ms. Adams showed the council a plastic bag full of deer excrement that she picked up from her sidewalk and driveway; she mentioned that her neighbors are feeding the deer and something needs to be done.*

**MEETING CLOSED TO PUBLIC**

Agenda Items Only

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

**MINUTES:**

**April 29, 2025**

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

**May 8, 2025**

*A motion to accept minutes by Councilmember Lane; seconded by Councilmember Cudequest – all ayes with the exception of Councilmember Roche abstaining*

**CLOSED/EXECUTIVE MINUTES:****April 29, 2025**

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

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

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

**121-2025 A Resolution Authorizing the Re-Affirmation of the Policy & Procedures Manual of the Municipality**

**WHEREAS**, the Municipality has a Policies & Procedures Manual which has been established to ensure Employees and prospective Employees are treated in a manner consistent with all applicable employment laws, regulations and protocols; and

**WHEREAS**, the Borough places great value and consideration in relation to the health, well-being and safety of its Employees.

**WHEREAS**, said Manual is also in accordance with the requirements promulgated by the Bergen County Municipal Joint Insurance Fund and under the auspices of the New Jersey Municipal Excess Liability Fund; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey the Manual previously adopted by Resolution is hereby reaffirmed to serve as the Borough's Policies and Procedures serving and applying to every Employee, Volunteer, Elected & Appointed Official and Independent Contractor(s) serving the Municipality; and

**BE IT FURTHER RESOLVED**, the Borough will continue to monitor changes in Federal and State Statutes and Regulations to ensure continued compliance with applicable laws, regulations and policies that impact the employment practices of the Municipality; and

**BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be maintained on file in the Clerk's office and shall also be forwarded to Professional Insurance Associates, 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ 07072, Risk Management Consultant to the Municipality.

**122-2025 Approval of Business Permit for Massage and Bodywork Establishment – Cozy Thai Spa – 2 S. Kinderkamack Road**

**WHEREAS**, pursuant to Chapter 258-3 of our Borough Code a Massage and Bodywork Therapy Establishment must apply for a business permit; and

**WHEREAS**, Cozy Thai Spa submitted all required documents to the Borough Clerk which have been forwarded for review and approved by all relevant municipal officials and departments; and

**NOW THEREFORE BE IT RESOLVED**, that they Mayor and Council of the Borough of Montvale authorize the Borough Clerk to issue to Cozy Thai Spa a business permit for a fee of \$550.00; and

**BE IT FURTHER RESOLVED**, that once the business permit has been issued, Cozy Thai Spa shall apply for Certificate of Occupancy with the Building Department

**123-2025 Amending Resolution No. 78-2025 for a Professional Services Contract to King, Moench & Collins LLP to Serve as Special Counsel for Affordable Housing Litigation**

**WHEREAS**, the Governing Body previously awarded a professional services contract to Michael

Collins, Esq. and King, Moench & Collins LLP ("KMC") to serve as Special Counsel for Affordable

Housing Litigation to represent the Borough (and other municipalities) in connection with a challenge to the recent legislation concerning Round 4 of the state-wide affordable housing obligations; and

**WHEREAS**, the Borough's initial award had a "not to exceed" figure of \$30,000, and the Borough is desirous of increasing this figure to a "not to exceed" value of \$300,000; and

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

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

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

**NOW, THEREFORE, BE IT RESOLVED** that the professional services contract with Michael Collins, Esq. and King, Moench & Collins LLP to serve as Special Counsel for Affordable Housing Litigation is hereby amended to increase the "not to exceed" figure to \$250,000; and

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

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

**124-2025 Award Professional Service Contract to Colliers Engineering & Design, for Tier A Municipal Stormwater Permit, Storm Water Outfall Inspections and Storm Sewer Locations**

**WHEREAS**, the Borough of Montvale is required to perform inspections on all stormwater outfalls. One third has been completed and the final third by end of 2025. This requirement deems it necessary to engage the professional services of an Engineer to provide inspection services for the Montvale's Tier A- Municipal Stormwater General Permit; 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; and

**WHEREAS**, Colliers Engineer & Design, 300 Tice Blvd, Suite 101, Woodcliff Lake, NJ 07677 has submitted a proposal dated March 19, 2025 which is attached to this resolution; and

**WHEREAS**, Colliers will perform the preparation of the MS4 compliance report, Storm Sewer Outfall and Detention Basin Inspections, Stormwater Pollution Prevention Plan Update and GIS mapping of approximately one third of the Borough's stormwater conveyance system for a cost not to exceed \$40,500.00; and

**WHEREAS**, the Certified Municipal Finance Officer certifies funds are available said certification is hereto attached to the original of this resolution; and.

**BE IT FURTHER RESOLVED** a copy of this resolution shall be published in an official newspaper of the Borough of Montvale, be on file, available for public inspection, in the office of the Municipal Clerk, 12 DePiero Drive, Montvale, NJ 07645.

**125-2025 A Resolution Awarding a Contract to 4 Clean Up Inc. for the NJDOT FY2024 – Woodland Road Resurfacing Project**

**WHEREAS**, the Borough of Montvale has a need to procure construction services for the NJDOT FY2024 – Woodland Road Resurfacing Project in the Borough; and

**WHEREAS**, the Borough of Montvale, in accordance with the laws of the State of New Jersey, publicly advertised for the receipt of bids under specifications for the NJDOT FY2024 – Woodland Road Resurfacing Project; and

**WHEREAS**, nine (9) bids were received on May 6, 2025; and

**WHEREAS**, after receipt and review of the three (3) lowest bids received, the Borough of

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Montvale has determined that 4 Clean Up Inc. is the lowest responsible bidder for this contract;

and

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

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

**Contractor**

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

**Contract Amount**

Base Bid: \$288,390.71  
Alternate Bid A: \$114,669.85  
**Total: \$403,060.56**

**126-2025 Award Professional Service Contract to Colliers Engineering & Design - for Construction Observation & Administration Services for NJDOT FY2024 – Woodland Road Resurfacing Project**

**WHEREAS**, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer for Construction Observation & Administration Services for NJDOT FY2024 – Woodland Road Resurfacing Project; 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; and

**WHEREAS**, Colliers Engineering & Design, 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 has submitted a proposal dated May 12, 2025 to provide engineering services which are detailed and attached to the original of this resolution, and

**WHEREAS**, the Certified Municipal Finance Officer has certified funds are available certification hereto attached to the original of this resolution.

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

1) That the following be provided: Construction Observation & Administration Services  
The cost not to exceed shall be \$39,500.00. The Engineer shall be required to submit itemized bills and payment shall be made based upon services rendered. The rates for this work are in accordance with the hourly contractual agreement with the Borough of Montvale.

**BE IT FURTHER RESOLVED**, that a copy of this resolution be published an official newspaper of the Borough of Montvale, be on file, available for public inspection, in the office of the Municipal Clerk, Municipal Complex, 12 DePiero Drive, Montvale, NJ 07645.

**127-2025 Amending Resolution No. 73-2025 To Establish Recreational Fees for Year 2025**

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

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

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

**TIME SCHEDULE FOR PICKLEBALL COURTS:****Weekdays and Weekends:**

8:00AM - Dusk

| <u>Program Name</u> | <u>Session Length</u> | <u>Resident Fee</u> | <u>Non-Resident Fee</u> |
|---------------------|-----------------------|---------------------|-------------------------|
| 30+ Basketball      | Sept-May              | \$75                | \$95                    |
|                     | Jan-May               | \$40                | \$60                    |

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|                                        |                                                                                                                                                                                                                                                                                                      |                                         |                                      |
|----------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------|--------------------------------------|
| Adult Soccer                           | 10 weeks                                                                                                                                                                                                                                                                                             | \$15                                    | \$20                                 |
| Chess Lessons                          | 8 weeks                                                                                                                                                                                                                                                                                              | \$160                                   | \$190                                |
|                                        | 7 weeks                                                                                                                                                                                                                                                                                              | \$140                                   | \$170                                |
|                                        | 6 weeks                                                                                                                                                                                                                                                                                              | \$120                                   | \$150                                |
| Drills and Skills Basketball           | 4 Day Camp<br>9:00am-12:00pm                                                                                                                                                                                                                                                                         | \$155                                   | \$185                                |
| Golf Instruction                       | 6 weeks                                                                                                                                                                                                                                                                                              | \$120                                   | \$150                                |
|                                        | 8 weeks                                                                                                                                                                                                                                                                                              | \$150                                   | \$170                                |
| Pickleball Instruction                 | 6 weeks                                                                                                                                                                                                                                                                                              | \$120                                   | \$150                                |
|                                        | 8 weeks                                                                                                                                                                                                                                                                                              | \$160                                   | \$200                                |
| Summer Camp: Grades 1-5                | 4 weeks                                                                                                                                                                                                                                                                                              | \$500 per child<br>\$1500 family<br>max | \$600 per child<br>\$1800 family max |
| Adventure Camp: Grades 6-7             | 4 weeks                                                                                                                                                                                                                                                                                              | \$650 per child                         | \$750 per child                      |
| Summer Camp Resident/Non-Resident      | \$45 late charge for every 15 minutes a child is left under care after camp dismissal. Payment shall be made directly to the Camp Director or Asst. Director and turned over to the Borough of Montvale. Camp financial assistance fee amounts will be at the discretion of the Recreation Director. |                                         |                                      |
| <u>Program Name</u>                    | <u>Session Length</u>                                                                                                                                                                                                                                                                                | <u>Resident Fee</u>                     | <u>Non-Resident Fee</u>              |
| Multisport Camp by TGA                 | 1 week (Full Day)                                                                                                                                                                                                                                                                                    | \$90                                    | \$120                                |
|                                        | 1 week (Half Day)                                                                                                                                                                                                                                                                                    | \$60                                    | \$90                                 |
| The Way- The Art of Life               | 8 weeks (@ 2 classes per week)                                                                                                                                                                                                                                                                       | \$120                                   | \$180                                |
| Tai Chi                                | 8 weeks                                                                                                                                                                                                                                                                                              | \$80                                    | \$100                                |
| Montvale Senior Club Tai Chi Discount: | 8 weeks                                                                                                                                                                                                                                                                                              | \$40                                    | \$40                                 |
| Tennis Lessons                         | 6 weeks                                                                                                                                                                                                                                                                                              | \$120                                   | \$150                                |
|                                        | 8 weeks                                                                                                                                                                                                                                                                                              | \$160                                   | \$200                                |
| Tennis Badges                          |                                                                                                                                                                                                                                                                                                      |                                         |                                      |
| Adult (Ages 18-61)                     | January-December<br>(weather permitting)                                                                                                                                                                                                                                                             | \$30                                    | \$60                                 |
| Child (Ages 17 & Younger)              | January-December<br>(weather permitting)                                                                                                                                                                                                                                                             | \$10                                    | \$20                                 |
| Family Max                             | January-December<br>(weather permitting)                                                                                                                                                                                                                                                             | \$60                                    | \$120                                |
| Seniors (Ages 62 & Up)                 | January-December<br>(weather permitting)                                                                                                                                                                                                                                                             | \$15                                    | \$30                                 |
|                                        |                                                                                                                                                                                                                                                                                                      | \$10 Fee for Replacement Tennis         |                                      |

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|                           |                                                        |                                          |       |
|---------------------------|--------------------------------------------------------|------------------------------------------|-------|
|                           |                                                        | Badge                                    |       |
| Basketball Badges         |                                                        |                                          |       |
| Adult (Ages 18-61)        | Residents: Lifetime<br>Non-Residents: January-December | Free                                     | \$25  |
| Child (Ages 17 & Younger) | Residents: Lifetime<br>Non-Residents: January-December | Free                                     | \$15  |
| Seniors (Ages 62 & Older) | Residents: Lifetime<br>Non-Residents: January-December | Free                                     | \$10  |
|                           |                                                        | \$5 Fee for Replacement Basketball Badge |       |
| Pickleball Badges         |                                                        |                                          |       |
| Adult (Ages 18-61)        | January-December (weather permitting)                  | \$30                                     | \$100 |
| Child (Ages 17 & Younger) | January-December (weather permitting)                  | \$10                                     | \$30  |
| Seniors (Ages 62 & Older) | January-December (weather permitting)                  | \$15                                     | \$100 |
| Family Maximum            |                                                        | \$60                                     | \$200 |
|                           | \$10 Fee for Replacement Pickleball Badge              |                                          |       |
| Ultimate Frisbee          | 6 weeks                                                | \$75                                     | \$95  |
|                           | 8 weeks                                                | \$100                                    | \$120 |
| Volleyball- Adult         | January-May                                            | \$240                                    | \$260 |
| Volleyball- Girls         | 10 weeks                                               | \$200                                    | \$250 |
| Women's Softball- Adult   | April - August                                         | \$60                                     | \$80  |
| Yoga                      | 8 weeks                                                | \$80                                     | \$100 |
| Yoga Mini Session         | 4 weeks                                                | \$40                                     | \$50  |
| Youth Theater             | September-December                                     | \$10                                     | \$50  |

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

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

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

| <u>Facilities</u>                                                   | <u>Fee</u>                          | <u>Resident Team/Corporation</u>       | <u>Non-Resident Team/Corporation</u>     |
|---------------------------------------------------------------------|-------------------------------------|----------------------------------------|------------------------------------------|
| Ballfields: Baseball or Softball (Memorial, Fieldstone or LaTrenta) | Per Hour Per Field (2 hour minimum) | \$25                                   | \$50                                     |
| Turf Fields: Soccer or Lacrosse (Fieldstone)                        | Per 2 Hour Time Slot Per Field      | \$75 (full field)<br>\$50 (half field) | \$150 (full field)<br>\$100 (half field) |

**BOROUGH OF MONTVALE****MAY 27, 2025**

|                                                                                                |                         |      |      |
|------------------------------------------------------------------------------------------------|-------------------------|------|------|
| Basketball Courts: (Memorial)                                                                  | Per Hour: Court #2 Only | \$25 | \$50 |
| Tennis Courts:<br>(Memorial or LaTrenta)<br>*Two court maximum reservation at any one location | Per Hour Per Court      | \$25 | \$50 |
| Pickleball Courts:<br>(Memorial)                                                               | Per Hour Per Court      | \$25 | \$50 |

**Field and Facility Permit Regulations**

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

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

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

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

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

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

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

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

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

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

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

Montvale Athletic League, Recreation and Pascack Hills High School

Resident: Not-For-Profit Entity

Resident: For Profit Entity

Non-Resident: Not-For-Profit Entity

Non-Resident: For-Profit Entity

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

**128-2025 Authorize Hiring - Part Time Alternate Crossing Guard – Mary Elizabeth Moltzen**

**WHEREAS**, the Montvale Police Department desires to hire a part-time alternate crossing guard in the Borough of Montvale; and,

**WHEREAS**, Mary Elizabeth Moltzen has met the qualifications for this position, agrees to the terms and conditions of employment; and

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that the above-named individual is hereby appointed to the position of Part-time Alternate Crossing Guard, effective May 27, 2025

**129-2025 A Resolution Approving a Second Addendum to the Shared Services Agreement with the Township of River Vale Concerning the Pascack Valley Department of Public Works**

**WHEREAS**, the Uniform Shared Services and Consolidation Act (*N.J.S.A. 40A:65-1 et seq.*) provides that local units of government may enter into a contract for the joint provision of any service which either party to said agreement is empowered to render or perform within its own jurisdiction; and

**WHEREAS**, the Mayor and Council of the Borough of Montvale are constantly exploring options available to the Borough to obtain cost savings for Borough residents in the performance of various services, while still maintaining quality of performance and a high level of professionalism; and

**WHEREAS**, in furtherance of this mission, in 2013 a mutually-supported feasibility study identified opportunities to further improve the efficacy of Public Works operations for the Municipalities, while reducing the costs of delivering Public Works services for the respective local governments; and

**WHEREAS**, the Municipalities previously determined it to be in their mutual best interests to provide for a shared Department of Public Works (DPW) to be known as the “Pascack Valley Department of Public Works” serving the Township of River Vale and the Borough of Montvale to provide services to their respective Municipalities, with River Vale as the Lead Agency; and

**WHEREAS**, the parties entered into a Shared Services Agreement (“SSA”) in 2013, which was established in accordance with the Uniform Shared Services and Consolidation Act, P.L.2007, c.63 (*C.40A:65-1, et seq.*); and

**WHEREAS**, the parties renewed this SSA in 2019, in accordance with the Uniform Shared Services and Consolidation Act, and adopted an addendum thereto in 2023; and

**WHEREAS**, consistent with the terms of the SSA, the municipalities did jointly solicit and fund a study conducted by LKM Consulting, LLC to determine whether the allocator and annual base fee set forth in the Shared Services Agreement fairly and equitably apportioned costs between the municipalities; and

**WHEREAS**, by report dated September 18, 2024, entitled “Evaluation of Shared Services Agreement Cost Allocators” by LKM Consulting, LLC, certain recommendations were made concerning changes to the allocator and the annual base fee for shared DPW services, as well as other financial and operational considerations; and

**WHEREAS**, the municipalities have reached an agreement on certain changes to be made to the allocator and the annual base fee for 2025 and wish to memorialize said agreement.

**WHEREAS**, *N.J.S.A. 40A:65-1 et seq.* requires that the Shared Services Agreement be approved by resolution of the governing body of each participating municipality; and

**WHEREAS**, the Mayor and Council are desirous of authorizing the attached Second Addendum to Shared Services Agreement with the Township of River Vale concerning the Pascack Valley Department of Public Works pursuant to *N.J.S.A. 40A:65-5(a)*; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:65-5(b)*, a copy of the Shared Services Agreement with the Second Addendum shall be available for public inspection at the Municipal Complex immediately

after passage of this Resolution.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale that the Mayor and Borough Clerk are directed, authorized and empowered to execute the negotiated Second Addendum to Shared Services Agreement with the Township of River Vale concerning the operation of the Pascack Valley Department of Public Works, as well as all other documents necessary to effectuate the purposes of this Resolution.

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

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

**BILLS: Administrator read the Bill Report**

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

**ENGINEER'S REPORT: Nick Chelius and Carl O'Brien**

*Pre-con meeting will be scheduled in the coming weeks for Woodland Road project; bid opening is scheduled for June 3<sup>rd</sup> for paving of Paragon Drive; GIS mapping is near complete; there is a meeting scheduled for this Thursday with the County in regards to the intersection of Magnolia and Kinderkamack and Chestnut Ridge and Summit.*

**ATTORNEY REPORT: Dave Lafferty**

*Still waiting on Superior Court on affordable housing. We will be looking into either requests for proposals or the bidding process for someone to run the DePiero's Farm for public use to keep it as a farm.*

**ADMINISTRATOR REPORT: Joe Voytus**

*DPW did a great job hanging the Hometown Hero Banners – maps will be completed in the next few days for the public to find their Hometown Hero – maps will be available at borough hall and at the senior center.*

**UNFINISHED BUSINESS:**

*None*

**NEW BUSINESS:**

- Approval of Camp Counsellors

*Clerk mentioned a motion is needed to approve all the camp counsellors – Councilmember Koelling made a motion to approve; seconded by Councilmember Lane – all ayes*

- Discussion – Memorial Drive Multi-Use Athletic Field

*After a brief discussion, a motion to approve Colliers to do a concept plan for the field by Councilmember Lane; seconded by Councilmember Roche – all ayes*

**COMMUNICATION CORRESPONDENCE:**

*None*

**MEETING OPEN TO THE PUBLIC:**

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

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

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

**Carolee Adams**

*Try to keep an open dialogue with the FAA in regards to the Soccer Tournament at the Meadowlands; waiting for the engineers to come about Murray Road; Mentioned a life long resident Mary Kay Stratis passed away, suggested maybe a proclamation can be done.*

**William Lovitt**

*LaTrenta is the only field usable with lights; Wanted an update on the bathrooms at LaTrenta field; noticed adults playing on the same field with MAL kids on the opposite field and the balls were reaching the field where the children were playing.*

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

**ADJOURNMENT:**

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

*Meeting adjourned at 8:14pm*

*Regular Meeting of the Mayor & Council will be held at 7:30pm on Thursday, June 12, 2025*

***Respectfully submitted, Frances Scordo, Municipal Clerk***