

MAYOR AND COUNCIL
2019 REORGANIZATION MEETING
January 3, 2019 @ 4:03 PM
Borough Hall – 100 Church Street – Alpine, NJ
(This meeting was recorded in its entirety)

CALL TO ORDER/ PUBLIC ANNOUNCEMENT

The Mayor and Council, Borough of Alpine, convened for this Reorganization Meeting on Thursday, January 3, 2019 at 4:03 P.M. in the Alpine Borough Hall. The Public Announcement was read: *In accordance with the provisions of the New Jersey Open Public Meetings Law, the notice of this Reorganization meeting has met the requirements of the law by being e-mailed to The Record, posted on the bulletin board of the lobby in the Borough Hall and a copy filed in the office of the Borough Clerk.* The Pledge of Allegiance was conducted at the Sine Die meeting.

SWEARING-IN OF NEWLY ELECTED COUNCIL The oath of office was administered to:

Paul H. Tomasko for a four-year term as Mayor expiring December 31, 2022 by State Assemblyman Gordon Johnson. Councilwoman Frankel held the bible.

Mayor Tomasko thanked Assemblyman Johnson for his assistance in working towards adding protections to the Palisades Interstate Park to prevent building height encroachments.

Vicki Frankel for a three-year term as Councilwoman expiring December 31, 2021 by State Assemblywoman Valerie Vainieri Huttle. Mayor Tomasko held the bible.

(Michael Cacouris arrived after the meeting and was administered the oath of office by the Municipal Clerk for a three-year term as Councilman expiring December 31, 2021)

ROLL CALL OF THE MAYOR AND COUNCIL OF 2019

Paul Tomasko, Mayor	Present	Vicki Frankel, Councilwoman	Present
Michael Cacouris, Councilman	Absent	Gayle Gerstein, Councilwoman	Present
John Halbreich, Councilman	Present	Arthur Frankel, Councilman	Present
Laurence Shadek, Councilman	Present		

PUBLIC COMMENTS

Assemblywoman Valerie Vainieri Huttle extended her happy and healthy wishes for a 2019 successful and productive year. She enjoys meeting with governing body members during the course of the year and expressed appreciation for all the work Mayor Tomasko does. This is the start of the Mayor's 6th term in office having served for 20 years as Mayors and Council prior to that.

Assemblyman Gordon Johnson echoed the Assemblywoman's comments and thanked everyone for allowing him to represent them. He noted he is working with the Mayor on issues of public safety and protections to limit height of buildings along the Palisades at the state level. He further thanked employees and first responders in attendance for their contribution to the quality of life in Alpine.

Mayor Paul Hoelscher of Harrington Park congratulated Mayor Tomasko on his new term of office. He wished to go on record that the people of Alpine, in addition to being so well represented by the Mayor and the Council, have the pleasure of being represented by the Mayor on the Executive Board of the NJ League of Municipalities, the Joint Insurance Fund and a number of other activities including President of the Bergen County Mayors Association. He puts in an amazing amount of time and is an asset with the wealth of information he brings to the table and the work he does with the JIF and other shared service activities.

PRESENTATION WE DO OF BERGEN COUNTY Certificate of Achievement Democratic Re-Election

Arati S. Kreibick, Councilwoman from the Borough of Glen Rock and a member of WE DO which stands for Women Empowered Democratic Organization or Bergen County. Their mission is to empower, recruit and support Democratic women as they're called to office at local, county and state levels. She noted Councilwoman Frankel is a great representation of Democratic women and she wished to present a Certificate of Achievement on behalf of WE DO and offer congratulations on her re-election. She is an inspiration.

2019 ALPINE FIRE DEPARTMENT LINE OFFICERS The oath of office was administered to those present:

CHIEF: Kyle Khorozian
ASSISTANT CHIEF: Charles Hoffmann
1st LIEUTENANT Scott Bosworth
2nd Lieutenant Raffi Aynilian
2nd Lieutenant Andrew Kraus

Captain H. Josh Schneeweiss could not be present and will be administered his oath at a later time. Mayor Tomasko noted Alpine is very fortunate to have this dedicated group of volunteers serving the Borough. Fire Commissioner Gerstein echoed those sentiments expressing appreciation for their constant presence and being available. She wished all a happy, healthy and safe new year.

NEW BUSINESS

Resolution #001:1'2019 Election of Council President: Vicki Frankel

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilman Shadek

And approved by all at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint **Vicki Frankel** as President of Council.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

Resolution #002:1'2019 Planning Board Class III member

OFFERED BY: Councilwoman Gerstein **SECONDED BY:** Councilman Shadek

And approved by all at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint **Gayle Gerstein** as Planning Board **Class III** member, a one-year term expiring 12/31/2019.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

Mayor's Appointments: Other Planning Board members

Although a resolution for Council Confirmation is not required, the Mayor may ask if Council would like to affirm the following appointment(s) by resolution:

Resolution #003:1'2019 Planning Board members as follows:

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment as follows:

Class IV Catherine Parilla 4-year term expiring 12/31/2022

Elizabeth Herries 4-year term expiring 12/31/2022

Alternate II Vacant unexp. portion 2-year term expiring 12/31/2020

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

CONSENT AGENDA RESOLUTIONS

{All matters listed under Consent Agenda are considered to be routine and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.}

1. Resolution #004:1'2019 Appointment of Council Committees Chairs, Members

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following Council Committees:

<u>Committee</u>	<u>Chairperson</u>	<u>Committee Member</u>	<u>Committee Member</u>
FINANCE:	Michael Cacouris	Larry Shadek	Arthur Frankel
ADMINISTRATION:	Larry Shadek	Arthur Frankel	John Halbreich
BUILDINGS:	John Halbreich	Vicki Frankel	Gayle Gerstein
D.P.W.:	Arthur Frankel	Gayle Gerstein	Larry Shadek
FIRE/AMB.:	Gayle Gerstein	Michael Cacouris	Vicki Frankel
POLICE:	Vicki Frankel	John Halbreich	Michael Cacouris

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

2. Resolution #005:1'2019 Appointment of Council Liaisons

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following Council members as Liaisons to Borough Boards and Commissions:

BOARD OF EDUCATION:	Larry Shadek
BOARD OF HEALTH:	John Halbreich
RECREATION COMMISSION:	Michael Cacouris
ENVIRONMENTAL COMMISSION:	Vicki Frankel
BOARD OF ADJUSTMENT:	Arthur Frankel

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek Absent: Cacouris

3. MOTION APPROVED

4. Resolution #006:1'2019 Insurance Commissioner(s) and Alternates

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2018 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following persons to terms as the Insurance Commissioner and Alternates

Paul Tomasko 1-year term expiring 12/31/2019

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek Absent: Cacouris

MOTION APPROVED

5. Resolution #007:1'2019 American with Disabilities Act (ADA) Compliance Committee

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following to the ADA Committee

John Halbreich 1-year term expiring 12/31/2019

Nancy Wehmann, Correspondent 1-year term expiring 12/31/2019

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek Absent: Cacouris

6. MOTION APPROVED

7. Resolution #008:1'2019 Zoning Board of Adjustment

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Members David Kupferschmid 4-year term expiring 12/31/2022

Alternate Member I: George Abad, Jr. 2-year term expiring 12/31/2020

Alternate Member II: vacant 2-year term expiring 12/31/2019

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek Absent: Cacouris

MOTION APPROVED

8. Resolution #009:1'2019 Board of Health

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Member: Dr. Deane Penn 4-year term expiring 12/31/2022

Dr. Basil Dalavagas 4-year term expiring 12/31/2022

Alternate Member II: vacant 2-year term expiring 12/31/2020

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek Absent: Cacouris

MOTION APPROVED

9. Resolution #010:1'2019 Environmental Commission

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Member: Don Aibel 3 year term expiring 12/31/2021
June Froncillo 3 year term expiring 12/31/2021
Evelyn Passante 3 year term expiring 12/31/2021

Alternate Member I Susan Zuch unexpired portion of 2 year term ending 12/31/2019

Member vacant 3 year term expiring 12/31/2021

Alternate Member II: vacant unexpired portion 2 year term expiring 12/31/2020

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

10. Resolution #011:1'2019 Recreation Commission

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment

Member: Or-Lee Fromm 5-year term expiring 12/31/2023
Galina Glazebnik 5-year term expiring 12/31/2023

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

11. Resolution #012:1'2019 Alpine Swim & Racquet Club Recreation Subcommittee

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Members: Tom Haring, Brian Lubliner, Mary Kupferschmid, Anna Ferreira, Maria Fasano, Dr. Armand Fasano 1-year terms expiring 12/31/2019.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

12. Resolution #013:1'2019 Borough Staff Positions (some require formal resolutions that follow)

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following persons to Borough Staff Positions. Terms are for 1 year expiring 12/31/2019 unless otherwise noted:

Stephanie Wehmann	Municipal Clerk (3-year term*confers tenure) Safety Committee Coordinator, Recycling Administrative Assistant
Nancy Wehmann	Deputy Borough Clerk
Marilyn Hayward	Treasurer, Tax Search Officer, Building & Construction Trust Account Manager, Municipal Alliance Coordinator
Alden Blackwell	Zoning Officer
Catherine Booth	Technical Assistant Building Department
Dilber Hussein, MD	Police Physician
Dawn Curatola	Municipal Court Administrator
Rebecca Overgaard	Deputy Financial Officer, Qualified Purchasing Agent ¹
J. Stuart Davis	Recycling Coordinator
Greg Zaremba	Acting DPW Superintendent, Property Maintenance Official Clean Communities Coordinator

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

¹ formal resolution follows

16. Resolution #017:1'2019 2019 Professional Service Agreement: Municipal Court Judge

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of **Robert J. Cohan** as Municipal Court Judge and authorizing the Mayor and Borough Clerk to execute a professional services agreement for a three-year term to that effect.

Name	Town,State	Services	Amount Estimated Not to exceed	Term For the Years
Robert J. Cohan	Tenafly, NJ	Magistrate Pursuant to N.J.S.A. 2B:12-4.	\$10,000	2019-2021

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

17. Resolution #018:1'2019 2019 Professional Services Agreements: Municipal Court Prosecutor, Alternate & Public Defender {Awarded pursuant to the Non Fair and Open Process}

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments as follows and authorizing the Mayor and Borough Clerk to execute the following agreements for one-year terms:

Name	Town,State	Services	Amount Estimated Not to exceed	Term For the Year
Mark Fierro	Fort Lee, NJ	Prosecutor Pursuant to N.J.S.A. 2B:25-4a	\$10,000	2019
Douglas Doyle	Teaneck, NJ	Alternate Prosecutor Pursuant to N.J.S.A. 2B:25-4a	\$10,000	2019
Jordan Yuelys	Hackensack, NJ	Public Defender Pursuant to N.J.S.A. 2B:24-3	\$10,000	2019

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

18. Resolution #019"1'2019 - 2019 Other Professional Services Agreements

{Awarded pursuant to the Non Fair and Open Process}

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

At this 2019 Reorganization Meeting of the Alpine Mayor and Council

WHEREAS, the Borough of Alpine requires certain professional services of a type as listed in the table below; and

WHEREAS, the Mayor and Council have determined, based on professional experience, expertise and reputation, to award contracts for such services as noted below pursuant to N.J.S.A. 19:44A-20.4 and/or 20.5 as other than a "Fair and Open" contract as defined therein; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes the award of such professional services contracts without competitive bidding; and

WHEREAS, in any instance where it is anticipated that the expenditure for each professional service will exceed the sum of \$17,500 for said calendar year, the professionals have completed, submitted and filed an Affirmation of Compliance with Borough Ordinance 725 "Regulation of Contract Awards", a Business Entity Disclosure certificate and a Political Contribution Disclosure Form certifying that the firm has not made or will make any reportable contributions that would bar the award of this contract under the provisions of N.J.S.A. 19:44A-1 et seq. and Borough of Alpine Ordinance 725, and

WHEREAS, those professionals or business entities, whose services will or may exceed the aggregate threshold pursuant to N.J.S.A. 10-5-31 et seq. and N.J.A.C. 17:27-5.2, have either provided or will provide prior to execution of their agreements an Acknowledgement of Compliance with Mandatory Equal Employment Opportunity Language and either a Certificate of Employee Information Report Form AA302 or Letter of Federal Affirmative Action Plan Approval, and

WHEREAS, these contracts for professional services are subject to the Chief Financial Officer of the Borough of Alpine, County of Bergen, State of New Jersey, having first ascertained that there are available sufficient appropriations in the year 2018 Temporary Current Fund Budget to award said contracts for services of a technical and professional nature in compliance with N.J.A.C. 5:30-5.4 and/or other applicable regulations;

Name/Firm/Town,State	Services	Amount Estimated Not to exceed*	Term For the Year
Russell R. Huntington, Esq. Huntington Bailey, LLP Westwood, NJ	Borough Attorney, Labor Attorney, Special Counsel & Affordable Housing Related Development Apps	\$56,000	2019
Perry Frenzel, PE Azzolina & Feury Engineering, Inc. Paramus, NJ	Borough Engineer	\$60,000	2019
Jeffrey C. Bliss, CPA Lerch, Vinci & Higgins, LLP Fair Lawn, NJ	Borough Accountant	\$38,000	2019
Robert McNerney McNerney & Associates, Inc. Glen Rock, NJ	Appraisal	\$21,000	2019
Doug Neumetzger Dart Computer Services, Inc. River Vale, NJ	Information Technology Services	\$20,000	2019
Bisgaier Hoff Haddonfield, NJ	Affordable Housing: Administrative Agent	\$10,000	2019
Mark S. Ruderman, Esq. Ruderman Roth LLC Springfield, NJ	Special Labor Counsel	\$10,000	2019
Lisa A. Gorab, Esq Wilentz, Goldman & Spitzer Woodbridge, NJ	Bond Counsel	\$10,000	2019
Brian Eifert Eifert, French & Co., Inc. Tenafly, NJ	Risk Management	\$10,000	2019
Valley Health Medical Group Paramus, NJ	CDL Random Alcohol & Drug Testing	\$10,000	2019

NOW THEREFORE, BE IT RESOLVED that the Council of the Borough of Alpine authorizes the Mayor and Borough Clerk to execute agreements for each; and

BE IT FURTHER RESOLVED that the Municipal Clerk is hereby authorized to cause notice to be published once in The Record newspaper stating the nature, duration, service and amount of the contract and that the resolution and contracts are on file and available for public inspection in the Borough Clerk's office.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

19. Resolution #020:1'2019 Regular Meeting Dates

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to schedule the regular meeting dates of the Mayor and Council at 7:30 p.m. on the fourth Wednesday of every month with the following exceptions making allowances for holiday observances: 4th Monday November 25 and 3rd Wednesday, December 18.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

20. Resolution #021:1'2019 Rules of Order

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to abide by the Roberts Rules of Order and Rules of Order as previously adopted by the Borough of Alpine.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

21. Resolution #022:1'2019 Cash Management Plan**OFFERED BY:** Councilwoman Frankel**SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, N.J.S. 40A:5-14 et. seq. Local Fiscal Affairs Law, requires that each municipality adopt a Cash Management Plan designed to assure the deposit, investment and proper disbursement of local funds that shall be approved annually

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Alpine does hereby adopt a Cash Management Plan a copy of which is attached to these minutes.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris**MOTION APPROVED****22. Resolution #023:1'2019 Official Newspapers****OFFERED BY:** Councilwoman Frankel**SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine to approve the following as Official Newspaper(s): THE RECORD, THE SURBURBANITE & THE STAR LEDGER

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris**MOTION APPROVED****23. Resolution #024:1'2019 Authorizing Service Charge for Returned Checks****OFFERED BY:** Councilwoman Frankel**SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, P.L. 1990, Chapter 105, supplementing Title 50 of the New Jersey State Revised Statutes has been enacted, allowing a municipality to impose a service charge to be added on an account which was by a check or other written instrument returned for insufficient funds; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Alpine, County of Bergen, State of New Jersey, that the Borough Treasurer/Tax Collector be authorized to charge the abovementioned fee at a rate of \$20.00, or the maximum statutory amount allowed, whichever is greater, per check or other written instrument for all checks returned for insufficient funds during 2019; and,

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Borough Treasurer/Tax Collector.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris**MOTION APPROVED****24. Resolution #025:1'2019 Interest Rate on Delinquent Taxes****OFFERED BY:** Councilwoman Frankel**SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine held on January 3, 2019

WHEREAS, N.J.S.A. 54:4-67 authorizes a municipality to charge interest on delinquencies under \$1,500 at the rate of 8% and 18% for delinquencies over \$1,500; and

WHEREAS, this legislation is permissive in nature and requires the adoption of a resolution by the governing body imposing the penalty for delinquencies in the municipality; and

WHEREAS, the Municipal Council of the Borough of Alpine determine that it would be in the best interests of the Borough of Alpine to authorize the imposition of such a penalty;

NOW, THEREFORE, BE IT RESOLVED, by the Municipal Council of the Borough of Alpine that in accordance with the amendment to N.J.S.A. 54:4-67 the Tax Collector for the Borough of Alpine is hereby authorized to impose a penalty of 6% on any delinquent taxes and municipal charges in excess of \$10,000 in addition to the interest charges set forth above.

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Borough Treasurer/Tax Collector.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris**MOTION APPROVED**

25. Resolution #026:1'2019 Establishing Temporary Budget Appropriations For 2019

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine held on January 3, 2019

WHEREAS, N.J.S. 40:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2019 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January 2019, and

WHEREAS, said total temporary appropriations are limited to 26.25% of the total appropriations in the 2018 budget exclusive of any appropriations made for debt service, capital improvement fund and public assistance in the said 2018 Budget.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Alpine, that the following appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the Borough's records.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

(Temporary Budget appended to these minutes)

26. Resolution #027:1'2019 Approving Purchase Order to re-open Petty Cash Account

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

to approve a Purchase Order in the amount of \$500.00 to replenish the Petty Cash account already established under N.J.S.A. 40A:5-21 by resolution dated January 28, 2004.

BE IT FINALLY RESOLVED, that a certified copy of this Resolution be forwarded to the Borough Treasurer.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

27. Resolution #028:1'2019 Authorizing Contract for 2019 Child Health Conference Services

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, there exists a need for the Borough of Alpine Health Department to provide Child Health Conference services in compliance with the New Jersey State Department of Health and Senior Services guidelines

WHEREAS, the Hillsdale Board of Health can provide duly qualified personnel to carry out these child health services; and

WHEREAS, the Hillsdale Board of Health has agreed to provide child health services through a contract agreement with the Borough of Alpine Health Department for the Calendar year 2018, for a cost not to exceed \$125 and \$35 for each visit

WHEREAS, it has been certified that this meets the statutes and regulations concerning the award of said contract:

1. **NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Alpine that the President of the Alpine Board of Health or his designee, Mayor and/or Municipal Clerk are hereby authorized and directed to execute an agreement with the Hillsdale Board of Health to perform child health services as outlined in the contract.

2. This contract is awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(2); and

BE IT FURTHER RESOLVED, that the Chief Financial Officer has certified, in accordance with N.J.A.C. 5:30 14.5 that sufficient legally appropriated funds will be available for this purpose subject to appropriation of funds in the 2019 temporary and/or adopted budget.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

28. Resolution #029:1'2019 Authorizing Addendum to 2016-2020 Agreement with Bergen County Department of Health Services to include Animal Cruelty Agreement (MHLEO)

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, the Borough of Alpine by resolution dated January 4, 2016 entered into an interlocal agreement with the Bergen Department of Health Services (BCDHS) for Animal Control and Public Health Shared Services which contract was awarded without competitive bidding in accordance with N.J.S.A. 40A:11-5(2); and

WHEREAS, the Borough of Alpine desires to amend this contract to include additional services in compliance with NJSA 4:22-10 to 4:22-60 mandating the appointment of a Municipal Humane Law Enforcement Officer (MHLEO) who shall be responsible for animal welfare within the jurisdiction of the municipality.

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

1. That the Municipal Clerk and the Mayor are hereby authorized and directed to execute an addendum to the Shared Services Agreement to provide that the Bergen County Department of Health Services will also provide a MHLEO to deliver additional Animal Control Services in compliance with NJSA 4:22-10 to 4:22-60 to the Municipality as set forth below:
2. January 1, 2019 thru December 31, 2019 at an all inclusive price of \$1,400.00.
3. Pricing for the years 2020 based on review of the service provided.
4. Except as set forth in this Amendment, the Shared Services Agreement is unaffected and shall continue in full force and effect in accordance with its terms. If there is a conflict between this amendment and the Agreement, the terms of this amendment will prevail.

BE IT FURTHER RESOLVED that the Chief Financial Officer has certified, in accordance with N.J.A.C. 5:30 14.5 that sufficient legally appropriated funds will be available for this purpose subject to appropriation of funds in the 2019 adopted budget or reserve funds in the Animal Control Account.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

29. Resolution #030:1'2019 Resolution to Authorize the Execution of an Agreement with JMH Cleaning, LLC for Cleaning Services Pursuant to an Agreement with the United States Postal Service to Share Cleaning Services.

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

BE IT RESOLVED by the Mayor and Council of the Borough of Alpine that the Mayor and/or Municipal Clerk be authorized to extend the agreement with JMH Cleaning, LLC for Cleaning Services for the Borough Hall for a term of thirty (30) days pending a new agreement between the Borough of Alpine and the United States Postal Service.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

30. Resolution #031:1'2019 Continuing Interboro Mutual Aid Group Agreement (Fire Dept.)

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, the undersigned municipalities, its fire departments and respective fire companies have entered into a mutual aid and assistance program pursuant to and required by law as set forth in N.J.A.C. 5:7A-2.2; and

WHEREAS, this agreement is and shall be by and between the following boroughs, towns, municipalities, fire departments and fire companies and the parties who agree to be bound thereby:

Alpine	Dumont	Norwood
Bergenfield	Harrington Park	Old Tappan
Closter	Haworth	Rockleigh
Cresskill	New Milford	Tenafly
Demarest	Northvale	

WHEREAS, the Borough of Alpine wishes to continue to participate in said program

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Alpine hereby affirm their intent to continue as participants in the Interboro Mutual Aid Group Agreement, the details of which are in the possession of the respective Fire Chiefs of the Fire Departments included in the Interboro Mutual Aid and as detailed by this Resolution;

BE IT FURTHER RESOLVED, that copy of this Resolution be forwarded to the Alpine Fire Chief and to the Borough Clerks for the Mayor and Councils of the aforementioned municipalities.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

31. Resolution#032:1'2019: Authorizing Interlocal Services Agreement Mutual Aid Plan & Rapid Deployment Force (Police Dept.)

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

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., man-made causes, civil, unrest, and civil disobedience such as riot, 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 is adopted in accordance with the provisions of N.J.S.A. 40A:14-1S6, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A.A pp. A:9-40.6, 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 Alpine to participate in a Mutual Aid Plan and Rapid Deployment Force in accordance with the Plan as submitted by the Bergen County Police Chiefs Association

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Alpine that the Police Department of the Borough of Alpine, 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, and

BE IT FURTHER RESOLVED that a copy of the Resolution be forwarded to the Alpine Police Chief, County Executive, the Board of Chosen Freeholders, the County Prosecutor, and all municipalities in the County of Bergen

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

32. Resolution #033:1'2019: Authorization to Apply for Tonnage Grant

OFFERED BY: Councilwoman Frankel

SECONDED BY: Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, the Mandatory Source Separation and Recycling Act., P.L. 1987. C. 102., has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records or materials collected and claimed by the municipality; and

WHEREAS, a Resolution authorizing the Borough of Alpine to apply for such tonnage grants for calendar year 2018 will memorialize the commitment of the Borough of Alpine to recycling and to

indicate the consent of the Mayor and Council of the Borough of Alpine to the efforts undertaken by the Borough and the requirements contained in the Recycling Act and recycling regulations; and

WHEREAS, such a Resolution should designate the individual authorized to ensure the applications is properly completed and timely filed,

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Alpine that the Borough of Alpine hereby endorses the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection and designates Mark Vangieri on behalf J. Stuart Davis to ensure that the application is properly filed; and

BE IT FURTHER RESOLVED, that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

33. Resolution #034:1'2019: Authorization to Enter into an Interlocal Service Agreement with the Bergen County Utilities Authority to Submit the Annual Recycling Tonnage Report

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, the NJ DEP requires submission of a mandated Annual Recycling Tonnage Report as required by the New Jersey Recycling Enhancement Act (REA) P.L. 2008, Chapter 6 which must be signed by a Certified Recycling Professional; and

WHEREAS, Alpine's Recycling Coordinator will prepare the report but is not currently certified as a Certified Recycling Professional; and

WHEREAS, the Bergen County Utilities Authority offers the service of submitting the prepared report at no cost to the municipality as part of their Certified Recycling Professional Tonnage Grant Assistance Program to ensure that all Bergen County municipalities receive their share of the NJ DEP's tonnage grant.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council, Borough of Alpine, County of Bergen to authorize the Mayor and the Borough Clerk to enter into an interlocal agreement service agreement with the Bergen County Utilities Authority for the services of a Certified Recycling Professional to submit the 2018 Annual Recycling Tonnage Report as prepared by the Borough's Recycling Coordinator. The term of this agreement will be for one year commencing March 1, 2019.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

34. Resolution #035:1'2019: Authorization for Municipal Clerk to Administer Licenses for Games of Chance

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2019 reorganization meeting of the Mayor and Council of the Borough of Alpine

BE IT RESOLVED by the Mayor and Council of the Borough of Alpine that the Municipal Clerk is hereby authorized to administer, sign and execute all Games of Chance Licenses for the year 2019 contingent that applicants have met all State and Borough requirements and all fees have been paid.

BE IT FURTHER RESOLVED that a copy of this resolution be sent to the Legalized Games of Chance Control Commission.

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

35. Resolution #036:1'2019: Governor's Council On Alcoholism And Drug Abuse Fiscal Grant Cycle July 2014 – June 2019

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the reorganization meeting of the Mayor and Council of the Borough of Alpine held on Thursday, January 3, 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, non profit organizations, the faith community, parents,

youth and other allies in efforts to prevent alcoholism and drug abuse in communities throughout New Jersey.

WHEREAS the Mayor and Council of the Borough of Alpine, 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 Mayor and 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 Mayor and 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, that the Mayor and Council of the Borough of Alpine, County of Bergen, State of New Jersey hereby recognizes the following:

1. The Mayor and Council does hereby authorize submission of a strategic plan for the Alpine Municipal Alliance grant for fiscal year 2020 in the amount of:

DEDR	\$9,520.00
Cash Match	\$2,380.00
In-Kind	\$7,140.00

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

Vote: Ayes: V. Frankel, Gerstein, Halbreich A. Frankel, Shadek **Absent:** Cacouris

MOTION APPROVED

End of Consent Agenda

COMMUNICATIONS

Mayor Tomasko And Councilwoman Gerstein recognized the presence of the Borough Auditor, Jeff Bliss, Risk Management Consultants Brian Eifert and Colleen Holdsworth, and employees Alden Blackwell, Catherine Booth, Marilyn Hayward, Chief Belcolle and Nancy Wehmann.

State of the Town: Mayor Tomasko gave special thanks to those who volunteer their service: the firefighters, Board members and elected officials. Despite the polarization at the national level this year and, by the way, several of our neighboring towns as well, we here in Alpine had another quiet uncontested election and are able to keep our attention focused on the business of this town. Among other things our municipal tax rate remains stable, two of our most senior employees, Frank Rickenbaugh and Gary Vander Veer, retired and were replaced with high quality successors in the persons of Greg Zarembo and Perry Frenzel.

A challenge to our quality of life in the form of a proposed 150 bed assisted living center on the border of our town was withdrawn thanks to a huge public outpouring from the several towns involved and, as usual, our residents continue to receive the high-quality services, they come to expect of all of us.

We continue to wonder if our Governor and State Legislature will do anything about the least efficient approach to affordable housing imaginable which is what we now have, renewal of the 2% cap on interest arbitration awards which would, in my opinion, enhance the likelihood of collective bargaining agreements, return of more energy tax receipts to municipalities rather than the state continuing to divert those receipts for use in its own budget and finally, elimination of unfunded mandates such as the stormwater management regulations we were hit with at the beginning of this year. Irrespective of what Trenton does or doesn't do, I think if we in this room and the rest of our team continue to work together to do basically what we've done last year throughout this year our town will remain quiet politically and we will once again succeed in keeping Alpine the wonderful single-family residential town it is to live, work and/or own a home.

Employee Of the Year: For 2018 Mayor Tomasko is delighted to designate **Stephanie Wehmann** as our Employee of the Year. In addition to performing with distinction all the duties of the Clerk's office and there are many, he added, Stephanie has chaired our Safety Committee and has handled the records and billing for the group of Northern Valley towns in the Interboro Radio Network. Stephanie, thanks for your devotion to the work you do for us and to the residents of Alpine. We are happy to recognize you – congratulations. Councilwoman Gerstein added – and always with a smile on her face. Ms. Wehmann thanked everyone noting it is a pleasure to work with the Mayor, Council and co-workers.

Councilwoman Frankel wished to thank her colleagues on Council for another year of giving their time and attention to our town and its always improved functioning. That such a talented group of people continues to donate their talents to this important work on behalf of all the residents of Alpine is among the wonderful reasons we are so fortunate to live here. Then, we must thank the Mayor. We are honored to serve with you and delighted to be here to share in your many achievements, among them you're being inducted this year into the NJ League of Municipalities Hall of Fame Gold Level for your twenty years as our Mayor. We look forward to your twenty-fifth and many more. For the twentieth time, thank you for all that you so amazingly continue to do for us. That we have very capable employees is an understatement. They also happen to be the finest we could possibly have assembled to wear the many hats that small town daily doers of all things end up doing so well. Thank you for the year just passed and thanks especially for the year just begun. We probably don't tell you enough how much you are appreciated. And lastly the many volunteers who have become such a part of the fabric of life in Alpine that we hardly notice – well we do notice – and we thank you and ask that you keep the spirit of service alive and keep on doing your best to help improve the life and environment of Alpine. Whatever the weather will bring our way this year we are fortunate to be sharing it with each other. Thank you all for being a part of our lives in Alpine at this time.

ADJOURNMENT Upon a motion by Councilwoman Frankel, seconded by Councilwoman Gerstein and approved by all, the 2019 Reorganization meeting of the Mayor and Council of the Borough of Alpine adjourned at 4:26 P.M.

CASH MANAGEMENT PLAN for 2019

A. DESIGNATION OF OFFICIAL DEPOSITORIES:

The following financial institutions are designated as official depositories:

Bank of New Jersey

All depositories must conform to the Governmental Unit Deposit Protection Act ("GUDPA"), and shall provide Notification of Eligibility from the State of New Jersey, Department of Banking, on a semi-annual basis. Said notices must be available for annual audit. In addition, designated depositories shall maintain maximum FDIC or FSLIC coverage of all Borough funds on deposit.

B. DEPOSIT OF FUNDS:

All funds shall be deposited within forty-eight (48) hours of receipt, in accordance with N.J.S. 40A:5-15, into appropriate fund operating accounts.

Where compensating balances are required by any designated depository to offset the cost of services provided, an agreement between the Borough and the depository shall be executed, specifying the charge for each service and the balance required to offset each charge. Said agreement shall be reviewed on an annual basis.

Operating funds shall be deposited into interest bearing accounts to maximize interest earnings. Non-Interest bearing accounts shall be regularly monitored for the availability of funds for investment. Capital and Debt service funds may be deposited into interest bearing accounts. Trust funds, payroll, Developer's Escrow deposits and other agency funds, which represent funds of individuals and other organizations held by the Borough, shall be deposited into interest bearing accounts, in accordance with State and Federal statutes regulating such funds, unless applicable State statutes direct otherwise.

C. INVESTMENT INSTRUMENTS AND PROCEDURES:

The Borough may purchase those investments permitted in N.J.S. 40A:5-15.1 which include:

- United States Treasury Bonds, Notes and Bills
- United States Government Agency and Instrumentality Obligations
- Bonds and other obligations of the Borough of Alpine
- Bonds and other obligations of the Alpine Board of Education
- Commercial Bank Deposits and Certificates of Deposit
- Savings Bank Deposits and Certificates of Deposit
- Repurchase Agreements
- State of New Jersey Cash Management Fund

Investments shall be limited to a maturity of not more than one year unless a longer term is permitted by applicable Federal or State regulations. Allowable investments with maturities which extend beyond the end of the Borough's fiscal year shall be permitted only if interest accrued on the investment is credited to the Borough at the end of the fiscal year for the purpose of realizing budgetary revenue.

The purchase of Certificates of Deposit shall be made based on the availability of funds for investment and the analysis of projected cash flows. Bids for certificates of deposit will be solicited of at least three designated depositories only if the amount available for investment is \$100,000 or greater. Telephone bids will be solicited by the Chief Financial Officer, or designated staff member. Bidders shall specify the principal amount, interest rate and maturity of the investment. A check or wire transfer will be made available to the winning bidder on the same business day the bid is awarded.

Interest paid shall be from the date the bid was awarded to the day of maturity. All bidders may request the results of the bid after the bid is formally awarded. Each quotation shall be documented to record the date, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Borough may be used.

When the return on a proposed investment does not exceed the cost of making such investment, the Chief Financial Officer will not make the investment. The Chief Financial Officer shall have the discretion to award an investment to the depository wherein the funds reside, should that institution's quoted interest rate be less than other quoted rates, and the differential in interest rates is not more than twenty-five (25) basis points (0.25%), providing that the term of the investment is thirty (30) days or less. The Chief Financial Officer shall have the discretion to reject all bids.

D. DISBURSEMENT OF FUNDS:

All funds shall be disbursed as authorized and directed by the Borough Council.

The Chief Financial Officer shall, at the beginning of the fiscal year, present to the Borough Council a schedule of debt service principal and interest payments and, when available, a schedule of School Tax payments for the upcoming fiscal year. Upon approval of the schedules of payments by the Borough Council, the Chief Financial Officer shall then have the authority to make the following disbursements:

- School Taxes
- County Taxes
- Interfunds
- Purchase of Investments

Debt Service
Salary and Wages
Postage
Insurance

Disbursements shall be executed via electronic wire transfer by the Chief Financial Officer, or designated staff member, when that method of payment will result in a financial benefit to the Borough in the form of increased investment income.

E. PETTY CASH FUND:

The petty cash fund shall be maintained in accordance with N.J.S. 40A:5-21. The petty cash fund shall be maintained by the Treasurer's Office in the amount of \$500. Reimbursements for expenditures through the petty cash fund shall not exceed \$175 per occurrence.

F. 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:

Chief Financial Officer/Tax Collector/Treasurer

All staff members of other Borough office's shall be covered by the JIF blanket crime coverage bond.

G. COMPLIANCE:

The Cash Management Plan of the Borough of Alpine shall be subject to the approval of the Borough's Legal Counsel, and shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.

As stated in N.J.S. 40A:5-14, the official(s) charged with the custody of Borough funds shall deposit them as instructed by this Cash Management Plan, and shall thereafter be relieved of any liability or loss due to the insolvency or closing of any designated depository.

H. REPORTING PROCEDURES:

The Chief Financial Officer shall prepare for the Mayor and Council of the Borough of Alpine the following investment reports:

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.

Quarterly Reporting: A detailed summary analysis of all investments by fund specifying the quarterly interest rate earned, quarterly interest earned on checking and savings accounts and Year-to-date total interest earnings.

The Chief Financial Officer 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.

The Tax Assessor shall notify the Chief Financial Officer and the Governing Body of all tax appeals upon filing, but no later than June 1st of each year.

I. DIVERSIFICATION REQUIREMENTS:

The Chief Financial Officer 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.

J. CONTROLS:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designated 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 Chief Financial Officer shall review each day's activity.

If, at any time, this Cash Management Plan conflicts with any regulation of the State of New Jersey, or any department thereof, the applicable State regulations shall apply.

Adopted: January 3, 2019

BOROUGH OF ALPINE
Temporary Budget Appropriations for 2019

CURRENT FUND		CURRENT FUND (continued)	
General Government		General Government (continued)	
Municipal Clerk		Health and Human Services	
Salaries and Wages	31,675	Board of Health	
Other Expenses	6,500	Salaries and Wages	3,060
Financial Administration		Other Expenses	875
Salaries and Wages	23,740	Health Officer – Contractual	4,150
Other Expenses	4,250	Environmental Commission	
Audit Services	9,900	Other Expenses	325
Assessment of Taxes		Animal Control Services	
Salaries and Wages	4,210	Other Expenses	125
Other Expenses	550	Municipal Alliance Coordinator	
Revenue Administration		Salaries and Wages	525
Salaries and Wages	5,585	OSHA	
Other Expenses	5,700	Other Expenses	350
Legal Services and Costs		Parks and Recreation Functions	
Other Expenses	41,250	Parks and Playgrounds	
Engineering Services and Costs		Other Expenses	500
Other Expenses	12,000	Swim Pool Committee	
Municipal Land Use Law (NJS 40:55D-1)		Other Expenses	2,000
Planning Board		Celebration of Public Events	
Salaries and Wages	1,750	Other Expenses	1,500
Other Expenses	1,250	Education Function	
Zoning Board of Adjustment		Cresskill Library Fee	375
Salaries and Wages	2,150	Municipal Court	
Other Expenses	1,750	Salaries and Wages	7,025
Insurance		Other Expenses	1,375
Group Insurance for Employees	89,200	Public Defender	
Other Insurance -Liability	16,500	Salaries and Wages	680
Workers' Compensation	18,000	Code Enforcement and Administration	
Public Safety		Building Inspector	
Police		Salaries and Wages	23,150
Salaries and Wages	474,300	Other Expenses	2,750
Other Expenses	16,250	Plumbing Inspector	
Acquisition of Police Vehicles	5,600	Salaries and Wages	3,600
Police Dispatch 911		Electrical Inspector	
Other Expenses	5,950	Salaries and Wages	3,425
Emergency Management Services		Zoning Official	
Salaries and Wages	1,020	Salaries and Wages	3,825
Other Expenses	750	Unclassified	
Fire		Utilities	
Other Expenses	8,375	Electric	8,750
Fire Hydrant	18,750	Street Lighting	8,750
Fire Prevention/Uniform Fire Code		Gasoline	10,700
Salaries and Wages	4,080	Telephone	6,000
Other Expenses	925	Natural Gas	3,000
Prosecutor		Water	1,500
Contractual	1,725	Deferred Charges & Statutory Expend.	
Public Works Function		Contrib.to Social Sec. System (OASI)	25,600
Road Repairs and Maintenance		Police & Fireman's Retirement Sys	298,631
Salaries and Wages	82,375	Public Employees Retirement Sys	76,074
Other Expenses	10,800	Defined Contribution Retirement Plan	150
Public Buildings and Grounds		Length of Service Awards Program	6,600
Other Expenses	10,000	TOTAL	<u>1,439,790</u>
Solid Waste Collection			
Salaries and Wages	1,960		
Other Expenses	15,600		