# MAYOR AND COUNCIL 2016 REORGANIZATION MEETING Monday, January 4, 2016 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 Monday, January 4, 2016 at 9:03 AM 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 held Monday, January 4, 2016 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.

<u>Pledge of Allegiance</u> was conducted at the Sine Die meeting.

**SWEARING-IN** OF NEWLY ELECTED COUNCIL The oath of office was administered by Mayor Tomasko to:

Vicki Frankel for a three year term as Councilman expiring December 31, 2018. Councilwoman Frankel's oath was witnessed by her husband, Arthur Frankel.

Michael Cacouris for a three year term as Councilman expiring December 31, 2018. Councilman Cacouris's oath was witnessed by Deputy Borough Clerk, Nancy Wehmann.

## **ROLL CALL OF THE MAYOR AND COUNCIL OF 2016**

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

# **PUBLIC COMMENTS - No comments**

**2016 ALPINE FIRE DEPARTMENT LINE OFFICERS** The oath of office was administered by Attorney Huntington to those present:

CHIEF: Charles Hoffmann
ASSISTANT CHIEF: Kyle Khorozian\*
CAPTAIN: H. Josh Schneeweiss
1st LIEUTENANT Scott Bosworth
2nd Lieutenant Raffi Aynilian

\*could not be present at this time and oath will be administered at a later time. Mayor Tomasko thanked the line officers for all they do for the town.

# Resolution #001:1'2016 Election of Council President: Vicki Frankel

OFFERED BY: Councilman Cacouris SECONDED BY: Councilwoman Gerstein

And approved by all at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint **Vicki Frankel** as President of Council.

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

MOTION CARRIED

Without objection Resolutions #002:1'2016 – 005:1'2016 were approved as one consent vote as noted herein.

#### Resolution #002:1'2016 Appointment of Council Committees Chairs, Members

OFFERED BY: Councilwoman Gerstein SECONDED BY: Councilwoman Frankel

And approved by all at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment of the following Council Committees:

Committee	Chairperson	Committee Member	Committee Member
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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

## Resolution #003:1'2016 Appointment of Council Liaisons

OFFERED BY: Councilwoman Gerstein SECONDED BY: Councilwoman Frankel

And approved by all at the 2016 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

MOTION CARRIED

## Resolution #004:1'2016 Insurance Commissioner(s) and Alternates

OFFERED BY: Councilwoman Gerstein SECONDED BY: Councilwoman Frankel

And approved by all those eligible to vote at the 2016 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 12/31/2016

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

MOTION CARRIED

# Resolution #005:1'2016 American with Disabilities Act (ADA) Compliance Committee

OFFERED BY: Councilwoman Gerstein SECONDED BY: Councilwoman Frankel

And approved by all those eligible to vote at the 2016 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
Nancy Wehmann, Correspondent

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

**MOTION CARRIED** 

# Resolution #006:1'2016 Planning Board Class III member

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilman Shadek

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint **Councilwoman Gayle Gerstein** as the Planning Board **Class III** member, a one year term expiring 12/31/2016.

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

MOTION CARRIED

Without objection Resolutions #007:1'2016 - 020'2016 were approved as one consent vote as noted herein.

Mayor's Appointments: The Mayor asks Council to affirm his Planning Board appointments.

Resolution #007:1'2016 Planning Board members as follows:

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments as follows:

Class IV Ralph Mattes, David Kupferschmid, Joyce Sonpal to 4 year terms expiring 12/31/2019 Class IV Elizabeth Herries to the unexpired portion of a 4 year term expiring 12/31/2018

**Alternate I Jeffrey Fromm** to a 2 year term expiring 12/31/2017

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

# Resolution #008:1'2016 Zoning Board of Adjustment

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Members Tony Clores, Richard Bonhomme to 4 year terms expiring 12/31/2019

Alternate Member II: Jeffrey Mayer to a 2 year term expiring 12/31/2017

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

MOTION CARRIED

#### Resolution #09:1'2016 Board of Health

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Member Dr. Stephen Laifer, Dr. Richard Gasalberti to 4 year terms expiring 12/31/2019

Alternate Member I Anthony Inguaggiato, Sr. to a 2 year term expiring 12/31/2017

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

MOTION CARRIED

# Resolution #010:1'2016 Environmental Commission

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Member: Susan Zuch, June Froncillo, Jeanne Bonhomme, Evelyn Passante to 3 year terms expiring 12/31/2018

Alternate Member I: Mary Ellen Snow to a 2 year term expiring 12/31/2017

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

MOTION CARRIED

#### Resolution #011:1'2016 Recreation Commission

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment

Member: Linda Hobeika, to a 5 year term expiring 12/31/2020

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

**MOTION CARRIED** 

# Resolution #012:1'2016 Alpine Swim & Racquet Club Recreation Subcommittee

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 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 to 1 year terms expiring 12/31/2016.

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

MOTION CARRIED

#### Resolution #013:1'2016 Deputy Emergency Management Coordinator

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine that **Councilman John Halbreich** and **Patrolman Brian Bourke** are hereby appointed to the position of Deputy Emergency Management Coordinators for a one year term ending December 31, 2016; and

**BE IT FURTHER IT RESOLVED**, that copy of this resolution be forwarded to Alpine Emergency Management Coordinator Charles A. Hoffmann and the Bergen County OEM Coordinator Lt. Matthew Tiedemann at the Bergen County Office of Emergency Services.

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

# Resolution #014:1'2016 Plumbing Subcode Official

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine

**WHEREAS**, **Ray Eckel**, pursuant to Section 52:27D-126 of the Uniform Construction Code Act, was appointed to the position of plumbing subcode official for a four year term by the Mayor and Council of the Borough of Alpine as laid out in resolution #014:1'2012 adopted at the Reorganization Meeting held on January 4, 2012;

**WHEREAS, Ray Eckel** has consistently maintained the requirements for licensure and demonstrated professional behavior and efficiency carrying out the duties of his office; and

**WHEREAS**, it is recognized that pursuant to Section 52:27D-126 of the Uniform Construction Code Act reappointment to the position of plumbing subcode official for another four year term will confer tenure.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Alpine that Ray Eckel is and has upon this reappointment attained tenure pursuant to Section 52:27D-126 of the Uniform Construction Code Act

**BE IT FURTHER RESOLVED**, that this appointment is subject to approval by the Department of Community Affairs and that a copy of this resolution is to be forwarded to the Alpine Construction Code Official and the NJ Department of Community Affairs, Division of Codes and Standards, Office of Regulatory Affairs for that purpose.

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

MOTION CARRIED

#### **BOROUGH STAFF POSITIONS 2016**

#### THE FOLLOWING POSITIONS ARE FILLED BY TENURED EMPLOYEES:

SUPERINTENDENT OF PUBLIC WORKS:
TAX ASSESSOR
FIRE SUB CODE OFFICIAL
CONSTRUCTION CODE OFFICIAL
CHIEF FINANCIAL OFFICER
Ralph Wehmann
Stuart Stolarz
Frank Rickenbaugh
Alden Blackwell
Rebecca Overgaard

BUILDING INSPECTOR/SUBCODE OFFICIAL

TAX COLLECTOR

Brian Frugis

Marilyn Hayward

PLUMBING SUBCODE OFFICIAL Ray Eckel

# Resolution #015:1'2016 Borough Staff Positions

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 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 12/31/2016 unless otherwise noted:

Nancy Wehmann
Deputy Borough Clerk, P.A.C.O<sup>1</sup>,
Marilyn Hayward
Treasurer, Tax Search Officer

Building & Construction Trust Account Manager,

**Deputy Chief Financial Officer\*** 

Ralph Wehmann Property Maintenance Official, Recycling Coordinator

Alden Blackwell Zoning Officer

Catherine Booth Technical Assistant Building Department

**Dilber Hussein, MD**Police Physician

Dawn CuratolaMunicipal Court AdministratorWilliam GaldiHealth Officer ConsultantRebecca OvergaardQualified Purchasing Agent²

**Stephanie Wehmann** Borough Clerk – 3 year appointment expiring 12/31/2018\*\*

\* per N.J.S.A. 40A:1-40 et seq. Deputy Chief Financial Officer and Chief Financial Officer to split salary as listed for Chief Financial Officer in the 2015 Salary ordinance until further amended by Salary Ordinance.

\*\*per N.J.S.A. 40A:9-133; salary to continue as per prior position until amended by Salary Ordinance.

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

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<sup>&</sup>lt;sup>1</sup> formal resolution follows

<sup>&</sup>lt;sup>2</sup> formal resolution follows

# Resolution #016:1'2016 Appointment of Public Agency Compliance Officer – Affirmative Action

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine

**WHEREAS**, N.J.A.C. 17:27-1.1 provides that no public work contracts can be awarded nor any monies paid until the prospective contractor has agreed to contract performance which complies with an approved affirmative action program; and

**WHEREAS**, N.J.A.C. 17:27-3.5 provides that each public agency shall annually designate an officer or employee to serve as its public agency compliance officer;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Alpine, County of Bergen, State of New Jersey that **Nancy Wehmann**, Deputy Borough Clerk be appointed as the Public Agency Compliance Officer for a one year term ending December 31, 2016, and

**BE IT RESOLVED** that a copy of this resolution be sent to the N.J.S. Department of Treasury, Division of Public Contracts Equal Opportunity Compliance; P.O. Box 209, Trenton, NJ 08625 by January 10, 2016.

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

MOTION CARRIED

#### Resolution #017:1'2016 Qualified Purchasing Agent

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

And approved by all those eligible to vote at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine

**WHEREAS**, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and

**WHEREAS**, **Rebecca Overgaard** possesses the designation of Qualified Purchasing Agent as issued by the Director of the Division of Local Government Services in accordance with N.J.A.C. 5:34-5 et seq.;

**NOW, BE IT RESOLVED**, that the Mayor and Council hereby appoints Rebecca Overgaard as the Qualified Purchasing Agent to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-2(30), with specific relevance to the authority, responsibility and accountability of the purchasing activity for the Borough of Alpine at an annual salary of \$1,000 effective January 1, 2016 and expiring December 31, 2016; and

**BE IT FURTHER RESOLVED,** that the Mayor and Council of the Borough of Alpine, County of Bergen, State of New Jersey, hereby maintains its bid threshold at \$40,000.00 and quote threshold at \$6,000.00 or as adjusted pursuant to proper notification from the Division of Local Government Services; and

**BE IT FURTHER RESOLVED**, that in accordance with N.J.A.C. 5:34-5.2 the Borough Clerk is hereby authorized and directed to forward a certified copy of this resolution and a copy of Rebecca Overgaard's certification to the Director of the Division of Local Government Services.

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

**MOTION CARRIED** 

# Resolution #018:1'2016 2016 Professional Services Agreements: Municipal Court Judge

{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 2016 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	Firm/ 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	2016- 2018

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

Resolution #019:1'2016 2016 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 2016 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	Firm/ 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	2016
Douglas Doyle	Teaneck, NJ	Alternate Prosecutor Pursuant to N.J.S.A. 2B:25-4a	\$10,000	2016
Jordan Yuelys	Hackensack, NJ	Public Defender Pursuant to N.J.S.A. 2B:24-3	\$10,000	2016

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

MOTION CARRIED

# Resolution #020:1'2016 - 2016 Other Professional Services Agreements

{Awarded pursuant to the Non Fair and Open Process}

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

At this 2016 Reorganization Meeting of the Alpine Mayor and Council held on January 5, 2016

**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 2016 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;

(See next page for list)

Name	Firm/ Town,State	Services	Amount Estimated Not to exceed	Term For the Year
Russell R. Huntington, Esq.	Huntington Bailey LLP Westwood, NJ	Legal as Borough Attorney & Labor Attorney	\$56,000	2016
Gary Vander Veer, PE	Azzolina & Feury Engineering, Inc. Paramus, NJ	Borough Engineer	\$50,000	2016
William A. Galdi	Cresskill, NJ	COAH Project Special Liasion/Superintendent	\$39,000	2016
Jeffrey C. Bliss, CPA	Lerch, Vinci & Higgins, LLP Fair Lawn, NJ	Borough Accountant	\$36,000	2016
Robert A. Kasuba, Esq.	Bisgaier Hoff Haddonfield, NJ	Affordable Housing: Special Counsel, Administrative Agent & Related Development Apps	\$36,000	2016
	McNerney & Associates Glen Rock, NJ	Appraisal	\$21,000	2016
Mark S. Ruderman, Esq.	Ruderman & Glickman, PC Springfield, NJ	Special Labor Counsel	\$10,000	2016
Lisa A. Gorab, Esq.	Wilentz, Goldman & Spitzer Woodbridge, NJ	Bond Counsel	\$10,000	2016
Brian Eifert	Eifert, French & Co., Inc. Tenafly, NJ	Risk Management	\$10,000	2016
	Valley Health Medical Group Paramus, NJ	CDL Random Alcohol & Drug Testing	\$10,000	2016

**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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

**MOTION CARRIED** 

**RECOGNITION:** Mayor Tomasko wished to recognize distinguished guests.

**Tracy Zur, Bergen County Freeholder** wished everyone a Happy New Year and thanked the Mayor and Council for giving their time and energy to make their community better. She also wished to extend congratulations to newly re-elected Councilwoman Frankel and Councilman Cacouris and presented them with commendations from County Executive James Tedesco and the Bergen County Board of Chosen Freeholders. She reminded she and the freeholders are available to help.

Gordon Johnson, State Assemblyman 27th District echoed Ms. Zur's comments of well wishes, thanks and congratulations noting the State is also available to help with the Mayor and Council's vision for the future of Alpine. The Borough of Alpine has had a great management team, both elected and appointed and the town is doing exceptionally well.

#### OTHER CONSENT AGENDA RESOLUTIONS

Consent Agenda Resolutions #021:1'2016 - #038:1'2016

#### Resolution #021:1'2016 Regular Meeting Dates

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 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: 3<sup>rd</sup> Monday, November 21 and 3<sup>rd</sup> Wednesday, December 14.

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

#### Resolution #022:1'2016 Rules of Order

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

MOTION CARRIED

# Resolution #023:1'2016 Cash Management Plan

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 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 the Cash Management Plan a copy of which is attached to these minutes:

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

MOTION CARRIED

## Resolution #024:1'2016 Official Newspaper

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine to approve the following as the Official Newspaper(s): THE RECORD

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

MOTION CARRIED

# Resolution #025:1'2016 Authorizing Service Charge for Returned Checks

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 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 2016; and,

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

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

MOTION CARRIED

#### Resolution #026:1'2016 Interest Rate on Delinquent Taxes

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine

**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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich MOTION CARRIED

#### Resolution #027:1'2016 Establishing Temporary Budget Appropriations For 2016

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

at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine

**WHEREAS**, N.J.S. 40:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2016 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, this resolution will take effect on the first day of January, 2016, and

**WHEREAS**, said total temporary appropriations are limited to twenty - six and one quarter percent of the total appropriations in the 20154 budget exclusive of any appropriations made for debt service, capital improvement fund and public assistance in the said 2014 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. (*Temporary Budget appended to these minutes*)

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

**MOTION CARRIED** 

# Resolution #028:1'2016 Approving Purchase Order to re-open Petty Cash Account

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

**MOTION CARRIED** 

#### Resolution #029:1'2016 Authorizing Contract for 2016 Child Health Conference Services

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

**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 2016, for a cost not to exceed \$100 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, Acting Clerk and/or the Mayor 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 2016 temporary and/or adopted budget.

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

Resolution#030:1'2016 Authorizing 2016-2017 Combined Shared Services Contract with Bergen County Department of Health Services (Bloodborne Pathogen Compliance Program)

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at a reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

**WHEREAS**, the Uniform Shared-Services Act (USSA) found at N.J.S.A. 40A:65-1 was passed in an effort to encourage and ease the sharing of services; and

**WHEREAS**, there exists a need for the Borough of Alpine and its Health Department to provide state mandated health services of a technical and professional nature and

**WHEREAS**, the Borough of Alpine desires to contract for the furnishing of certain of these health services by the BCDHS to the Borough of Alpine, pursuant to N.J.S.A. 26:3A2-1 et seq.; as provided for in the contract and summarized as follows:

Bloodborne Pathogens Program Coordination pursuant to N.J.S.A. 40A:60-1 et seq. and in compliance with P.E.O.S.H.A. as follows: Exposure Control Plan Development; Policies and Procedures; Training Programs; and Record/Report Generation and Retention and billing support documentation at a cost not to exceed \$18 per each trained employee plus \$400 for purchase of vaccine as needed under State Contract based on \$62.00 per vaccination plus lab fees if titer-testing indicated.

**WHEREAS**, for purposes of cost stabilization the term of this Agreement will be for two (2) years beginning January 1, 2016 and expiring December 31, 2017 at which time the agreement shall be automatically renewed for a successive two (2) year term unless terminated for reasons as contained in the agreements;

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

- 1. That the Acting Borough Clerk and/or the Mayor are hereby authorized and directed to execute an agreement with the Bergen County Department of Health Services to perform the public health services of a professional nature which services and costs are outlined above
- 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 2016 adopted budget.

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

**MOTION CARRIED** 

Resolution#031:1'2016 Authorizing 2016-2020 Combined Shared Services Contract with Bergen County Department of Health Services (Includes Contract for Public Health Services and Animal Control Services)

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at a reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

**WHEREAS**, the Uniform Shared-Services Act (USSA) found at N.J.S.A. 40A:65-1 was passed in an effort to encourage and ease the sharing of services; and

**WHEREAS**, there exists a need for the Borough of Alpine and its Health Department to provide state mandated health services of a technical and professional nature and

**WHEREAS**, the Borough of Alpine desires to contract for the furnishing of certain of these health services by the BCDHS to the Borough of Alpine, pursuant to N.J.S.A. 26:3A2-1 et seq.; as provided for in the contract and summarized as follows:

1) Supplemental Health Officer Services: Public Health Services Infrastructure Administration pursuant to N.J.A.C. 8:52 including Direct Nursing Services for the Communicable Disease Reportable Surveillance System and Immunization Audits at a cost not to exceed the chart as listed below:

2016 \$6,500.00

2017 \$6,662.50

2018 \$6,812.41

2019 \$6,948.64

2020 \$7,087.63

2) Animal Control Services pursuant to N.J.A.C. Title 8 – Chapter 52:4.3 and the rabies statutes [NJSA], Chapter 19, Article 3 and Chapter 23A Facility Operations and N.J.A.C. 8:23A Veterinary Public Health at a cost based on population of 1849 as listed in the 2010 census not to exceed:

2016 \$1.35 per resident = \$2,496.15 2017 \$1.39 per resident = \$2,570.11 2018 \$1.42 per resident = \$2,625.58 2019 \$1.45 per resident = \$2,681.05 2020 \$1.48 per resident = \$2,736.52

WHEREAS, for purposes of cost stabilization the term of this Agreement will be for five (5) years beginning January 1, 2016 and expiring December 31, 2020 at which time the agreement shall be automatically renewed at the then current rate unless notified by BCDHS at least one hundred twenty days prior to expiration and subject to the availability and appropriation annually of sufficient funds as may be required to meet the extended obligation.

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

- 3. That the Municipal Clerk and the Mayor are hereby authorized and directed to execute an agreement with the Bergen County Department of Health Services to perform the public health services of a professional nature which services and costs are outlined above
- 4. 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 2016 adopted budget.

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

MOTION CARRIED

# Resolution #032:1'2016 Continuing Interboro Mutual Aid Group Agreement (Fire Dept.)

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the 2016 reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

**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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

MOTION CARRIED

# Resolution#033:1'2016: Authorizing Interlocal Services Agreement Mutual Aid Plan & Rapid Deployment Force (Police Dept.)

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at a reorganization meeting of the Mayor and Council of the Borough of Alpine held on Tuesday, Monday, January 4, 2016

**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.5.A 40A:14-1S6.1, N.J.S.A. 40A:14-1S6.4 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

MOTION CARRIED

# Resolution #034:1'2016: Authorization to Apply for Tonnage Grant

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at a reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016;

**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 2015 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 Ralph Wehmann 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

# Resolution #035:1'2016: Authorization for Municipal Clerk to Administer Licenses for Games of Chance

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at a reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016;

**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 2016 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, Cacouris, Gerstein, A. Frankel, Shadek Absent: Halbreich

**MOTION CARRIED** 

# Resolution #036:1'2016: Alpine Municipal Alliance Fiscal Grant Cycle

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

at the Reorganization Meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

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**, by 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 2017 in the amount of:

DEDR \$9520.00 Cash Match \$2380.00 In-Kind \$7140.00

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, Cacouris, Gerstein, A. Frankel, Shadek **Absent:** Halbreich

MOTION CARRIED

# Resolution #037:1'2016: 2016 Alpine Swim Club Fees

OFFERED BY: Councilwoman Frankel SECONDED BY: Councilwoman Gerstein

At this Reorganization meeting of the Mayor and Council of the Borough of Alpine held on Monday, January 4, 2016

**WHEREAS**, Borough Ordinance 754 provides that the Mayor and Council shall annually set the fees of the Alpine Swim & Racquet Club; and

**WHEREAS**, the Alpine Swim and Racquet Club Subcommittee have recommended the following fee schedule:

(as noted on next page)

2016 Fee Schedule for Alpine Swim & Racquet Club		
Alpine resident, single or family	\$ 350.00	
Closter resident, single or family	\$ 600.00	
Non-resident, family	\$ 950.00	
Non-resident, single	\$ 600.00	
Non-resident (family only) discount for payment before May 1 <sup>st</sup> (excludes Closter)	\$ (50.00)	
Alpine resident discount for payment before May 1st	None	
Alpine resident nanny addition*	\$ 150.00	
Closter nanny addition*	\$ 150.00	
Non-resident or nanny addition*	\$ 150.00	
*requires documentation of proof of employment		
Guest Fees per person/per visit (over 2 years of age)	\$ 10.00	

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Alpine adopt same as the 2016 Fee Schedule for the Alpine Swim and Racquet Club.

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

**MOTION CARRIED** 

Resolution #038:1'2016: Authorize Agreement Bergen County and Interboro Regional Communications Network

**OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein at a regular meeting of the Mayor and Council of the Borough of Alpine held on Monday January 4, 2016

**WHEREAS**, the Boroughs of Alpine, Closter, Haworth, Harrington Park, Norwood, Northvale and Rockleigh collectively operate the Interboro Regional Police Communications Network formed under the Interlocal Services Act (N.J.S.A.40:8a-1 et sea.), herein after referred to as ("Interboro"); and

**WHEREAS**, the current structure of providing 9-1-1 Public Safety Answering Points ("PSAP") and Public Safety Dispatch Points ("PSDP") has resulted in a system in which increasing costs are being imposed upon municipalities; and

**WHEREAS**, the increasing costs of the current system have resulted in Public Safety organizations looking to participate in a unified and consolidated system; and

**WHEREAS**, in the densely populated Bergen County, this consolidation and shared infrastructure results in direct savings to municipalities while increasing the performance and service levels on behalf of the operating entity; and

**WHEREAS**, consolidation reduces and eliminates **9-1-1** call transfers between answering points and dispatch points, which will provide for state-of-the-art response times, quick call processing, and fast on-scene times for first responders; and

**WHEREAS**, a consolidated environment offers the opportunity for municipalities to benefit from state- of- the- art technology; and

**WHEREAS**, sharing resources and reducing costs is a driving principle behind consolidation which eliminates duplicate purchasing costs, reduce staffing costs and reduce comprehensive training costs; and

**WHEREAS**, the Bergen County Department of Public Safety currently operates a state- of- the- art Public Safety Communications Center and has the capability to provide **9- 1-1** communications and dispatch services to the municipalities throughout Bergen County; and

**WHEREAS**, Interboro and the County are currently party to a shared services agreement under which the County of Bergen provides 9-1-1 communications and public safety dispatch services for the Interboro Regional Communications; and

**WHEREAS**, the initial term of this agreement is for five years, commencing January 1, 2011 and terminating December 31, 2015; and

**WHEREAS**, the County and Interboro wish to enter into a new agreement with each other for the aforesaid services for a five (5) year term commencing on January 1, 2016 and ending on December 31, 2020; and

**WHEREAS**, an agreement memorializing the duties and responsibilities has been prepared, and **NOW**, **THEREFORE**, **BE IT RESOLVED**, by the Mayor and Council of the Borough of Alpine, as follows:

- 1. The Borough of Alpine as a member of the Interboro Regional Communications Network agrees to enter into an agreement with the County of Bergen authorizing the County to provide 9-1-1 communications and public safety dispatch services for the Interboro, including the Borough of Alpine, subject to approval of the Mayor and Council and its attorney's review;
- 2. That said agreement shall be for a period of five (5) years commencing on January 1, 2011 and ending on December 31, 2016 at an annual payment of \$295,000 to be paid by Interboro in quarterly installments on February 1, May 1, August 1 and November 1 of each year;
- 3. The Mayor, Borough Attorney and Chief of Police or their designees, be and hereby are authorized and directed to negotiate the specific terms of the contract to be entered into with the County of Bergen subject to final review of the Mayor and Council;
- 4. That the Mayor and Council support the continuation of the Interboro Regional Communications Network and its more formal organization/formation as a legally recognized entity to act as a contracting unit for its members.
- 5. The Mayor and Borough Clerk be hereby authorized and directed to execute such contract on behalf of the Borough.

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

**MOTION CARRIED** 

End of Consent Agenda

**NEW BUSINESS** None

**PUBLIC COMMENTS** Mayor Tomasko opened for public comments. There were none.

<u>COMMUNICATIONS</u> Mayor Tomasko offered the following remarks, "Ladies and gentlemen, thanks for being with us this morning and in particular for all your best efforts on behalf of the residents of our town this past year. This weekend by invitation he attended the reorganization meetings of two neighboring municipalities. Both had hotly contested elections and in both instances, after months of campaigning and after all that was said and done, the incumbents won overwhelmingly. In other words wheels were spun ferociously to no avail. As you know, we did not have that here. Instead the elected officials of this town, Vicky and Michael it so happens, whose terms were up, ran uncontested and as such we were able to remain focused on the business of Alpine rather than on a full throated divisive political campaign in this lovely, quiet and peaceful town. And why do I bring that up in my year end remarks? Because I'm convinced that

- if we can continue to keep municipal taxes low and stable by which I mean at least within the cap while delivering the high quality municipal services our residents have come to expect,
- if we continue to preserve the uniqueness, beauty and character of Alpine by remaining in control of and defending our zoning
- if we continue to treat the residents and employees of this town and ourselves with professionalism and respect
- if we continue to work together to do basically what we've done last year through this new year we will either once again avoid the distraction of a contested election of if that comes anyway have an excellent record on which to run. But far more importantly we will have once again succeeded next year in keeping Alpine the wonderful, single-family residential town that it is in which to live, work and/or own a home.

Finally it's been my pleasure to name one employee or professional on our team who seems most worthy of recognition based upon his or her performance in prior year or years. For 2010, our inaugural year we designated Bill Galdi, 2011 we designated Gail Warming-Tanno, 2012 we designated Nancy Wehmann, 2013 we designated Gary Vander Veer, last year we designated Ralph Wehmann, who came back to work the very afternoon he was involved in a serious head-on collision in one of the Borough vehicles rather than taking time off and workers compensation and all of that. And Ralph, by the way also happens to be our Safety Director. We still remember you Ralph for your devotion to your work as exemplified by that incident but in addition to everything else you've done.

**2015** Employee of the Year For 2015 I'm delighted to designate Marilyn Hayward as our Employee of the Year. What made Marilyn really stand out was that she became a fully certified CFO while covering a multitude of tasks and responsibilities single-handedly. Marilyn, thank you for your devotion to the work you do for us and to the residents of Alpine. We are happy to recognize you. Congratulations.

Council President Frankel thanked Mayor Tomasko for all that he always does for all of us and thanked all of her colleagues as well. Everybody works very hard and it seems thankless at times so you're getting thanks. She also thanked Attorney Huntington and all of the employees.

<u>ADJOURNMENT</u> Upon a motion by, seconded by and approved by all, the 2016 Reorganization meeting of the Mayor and Council of the Borough of Alpine adjourned at 9:28 AM.

Respectfully submitted,

# BOROUGH OF ALPINE CASH MANAGEMENT PLAN 2016

#### 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. <u>INVESTMENT INSTRUMENTS AND PROCEDURES:</u>

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. <u>PETTY CASH FUND:</u>

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. <u>BONDING:</u>

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.

## 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 4, 2016

# Mayor & Council Reorganization Meeting BOROUGH OF ALPINE Temporary Budget Appropriations for 2016

		Temporary Budget Appropriations for 2016			
CURRENT FUND		CURRENT FUND (continued)		CURRENT FUND (cont)	
General Government		General Government (continued)		General Government (cont)	
Municipal Clerk		Health and Human Services		Public and Private Programs	
Salaries and Wages	28,500	Board of Health		Offset by Revenues	
Other Expenses	5,900	Salaries and Wages	7,650	Municipal Alliance Program	
Financial Administration	0,700	Other Expenses	700	County Share	4,760
Salaries and Wages	21,700	Health Officer – Contractual	1,600	Municipal Share	1,190
Other Expenses	3,500	Environmental Commission	1,000		171.70
Audit Services	8,800	Other Expenses	350	Sub-Total	<u>5,950</u>
Assessment of Taxes	2,222	Animal Control Services			-/
Salaries and Wages	5,000	Other Expenses	250		
Other Expenses	600	Municipal Alliance Coordinator			
Revenue Administration		Salaries and Wages	450	Debt Service	
Salaries and Wages	5,250	OSHA		Loan Repayments – Princ	72,900
Other Expenses	3,300	Other Expenses	300	Loan Repayments- Interst	1,500
Legal Services and Costs		Parks and Recreation Functions		, ,	
Other Expenses	41,250	Parks and Playgrounds		Sub-Total	74,400
Engineering Services and Costs		Other Expenses	500		
Other Expenses	11,000	Celebration of Public Events		Total	1,431,171
Municipal Land Use Law (NJS					<del></del>
40:55D-1)		Other Expenses	1,500		
Planning Board		Education Function			
Salaries and Wages	1,650	Cresskill Library Fee	400		
Other Expenses	1,250	Municipal Court			
Zoning Board of Adjustment		Salaries and Wages	6,600		
Salaries and Wages	2,000	Other Expenses	1,600		
Other Expenses	1,750	Public Defender			
Insurance		Salaries and Wages	600		
Group Insurance for Employees	102,170	Code Enforcement and Administration			
Employee Group Health Waivers	3,350	Building Inspector			
Other Insurance -Liability	15,500	Salaries and Wages	23,000		
Workers' Compensation	18,400	Other Expenses	1,350		
Public Safety		Plumbing Inspector			
Police		Salaries and Wages	3,400		
Salaries and Wages	430,450	Electrical Inspector			
Other Expenses	16,300	Salaries and Wages	3,200		
Acquisition of Police Vehicles	10,000	Zoning Official			
Police Dispatch 911		Salaries and Wages	3,600		
Other Exp	5,800	Unclassified			
First Aid – Contribution	1,250	Utilities			
Emergency Management Services	0.50	Street Lighting	4,400		
Salaries and Wages	950	Gasoline	13,150		
Other Expenses	750	Telephone	6,000		
Fire	0.400	Natural Gas	2,900		
Other Expenses	8,400	Water	1,550		
Fire Hydrant	18,500	Electric	8,750		
Fire Prevention/Uniform Fire Code	2.050	Defended Character & Charleston - Francisco			
Salaries and Wages	3,850	Deferred Charges & Statutory Expend.	00.050		
Other Expenses	650	Contrib to Social Sec. System (OASI)	22,850		
Prosecutor	1 400	Police & Fireman's Retirement Sys Public Employees Retirement Sys	260,770		
Contractual Public Works Function	1,600	Appropriations Excluded from CAP	65,981		
Road Repairs and Maintenance		Length of Service Awards Program	2,000		
Salaries and Wages	94,350	terigin of service Awards frogram	2,000		
Other Expenses	11,000				
Public Buildings and Grounds	11,000				
Other Expenses	9,600	Subtotal	1,340,899		
Solid Waste Collection	7,000	555.51GI	1,0-10,077		
Salaries and Wages	2,300				
Other Expenses	8,800				
S 2.19 311003	3,550				