

**MAYOR AND COUNCIL
2023 REORGANIZATION MEETING
January 3, 2023 @ 4:04 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 January 3, 2023 at 4:04 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.*

- Mayor Tomasko welcomed two elected officials as guests from the neighboring town: Councilwoman Joon Chung of Harrington Park who is a product of Alpine, and whose father still lives in town; and a dear friend of mine, Mayor Paul Hoelscher of Harrington Park, the longest serving Mayor in Bergen County.

SWEARING-IN OF NEWLY ELECTED MAYOR & COUNCIL

The oath of office was administered to:

- **Paul H. Tomasko** four-year term as Mayor expiring December 31, 2026 by Mayor Paul Hoelscher.
- **Gayle Gerstein** three-year term as Councilwoman expiring December 31, 2025 by Attorney Russ Huntington.
- **Scott Bosworth** three-year term as Councilman expiring December 31, 2025 by Attorney Levi Kool.
- **David Kupferschmid**-remaining portion of an unexpired term expiring December 31, 2023 (*sworn in at November 21, 2022 regular meeting of the Mayor & Council.*)

ROLL CALL OF THE MAYOR AND COUNCIL OF 2023

Paul Tomasko, Mayor	Present	Vicki Frankel, Councilwoman	Present
Steven Cohen, Councilman	Present	Gayle Gerstein, Councilwoman	Present
Arthur Frankel, Councilman	Present	Scott Bosworth, Councilman	Present
David Kupferschmid, Councilman	Present		

PUBLIC COMMENTS

- **Mayor Paul Hoelscher** congratulated Mayor Tomasko on his re-election. He communicated, "The people of Alpine do not need me to tell them what an asset Mayor Tomasko has been to this community. My function this afternoon is to enlighten all those present, of the value you are, to both the County and to the State of New Jersey, in your performances as Mayor, and to the numerous organizations, such as JIF and on the various committees you serve at the State level. I, personally do not know anyone that is more involved and more active than you are; in compliance with your work as Mayor, not only in Alpine, but also in your numerous trips to Trenton and Hackensack, with always the people of Alpine, and Bergen County in mind. It has been a pleasure working with you. I hate to admit this but Mayor Tomasko is several years my junior, but he has been a great teacher and mentor. I thank him for his leadership and the guidance he has given me in my attempts to perform nearly as well. God bless you. I hope your tenure will be productive and meaningful to all those present."
- **Mayor Tomasko** thanked Mayor Hoelscher for these remarkable words and his time.

2023 ALPINE FIRE DEPARTMENT LINE OFFICERS SWEARING IN CEREMONY

The oath of office was administered by Mayor Tomasko to those present:

CHIEF:	Kyle Khorozian
ASSISTANT CHIEF:	Charles Hoffmann
CAPTAIN:	Scott Bosworth
1st LIEUTENANT	H. Josh Schneeweiss (absent)
2nd Lieutenant	Raffi Aynilian
2nd Lieutenant	Andrew Kraus

- Mayor Tomasko introduced the following present at this meeting: DPW Superintendent Greg Zarembo, Technical Building Assistant Catherine Booth, CFO/Treasurer and Tax Collector Marilyn Hayward, Borough Auditor Jeffrey Bliss, Robert Policano who is a regular member of public meetings, Police Chief Chris Belcolle and Deputy Borough Clerk Jo Anna Myung.

NEW BUSINESS

Resolution #001:1'2023 Election of Council President

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

And approved by all at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint Councilwoman Gayle Gerstein as President of Council.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

Resolution #002:1'2023 Planning Board Class III Member

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

And approved by all at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to appoint **Councilwoman Gayle Gerstein** as Planning Board **Class III** member, a one-year term expiring 12/31/2023.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

Mayor's Appointments: Other Planning Board Members

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

Resolution #003:1'2023 Planning Board members as follows:

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

And approved by all at the 2023 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 12/31/2026

Class IV: Elizabeth Herries 4-year term expiring 12/31/2026

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

CONSENT AGENDA RESOLUTIONS: Resolution #004:1'2023 - Resolution #034:1'2023

{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 #004:1'2023 Appointment of Council Committees Chairs, Members

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

And approved by all at the 2023 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:	Steven Cohen	David Kupferschmid	Arthur Frankel
ADMINISTRATION:	Scott Bosworth	Arthur Frankel	David Kupferschmid
BUILDINGS:	David Kupferschmid	Vicki Frankel	Gayle Gerstein
D.P.W.:	Arthur Frankel	Gayle Gerstein	Scott Bosworth
FIRE/AMB.:	Gayle Gerstein	Steven Cohen	Vicki Frankel
POLICE:	Vicki Frankel	Scott Bosworth	Steven Cohen

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

2. Resolution #005:1'2023 Appointment of Council Liaisons

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

And approved by all at the 2023 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:	David Kupferschmid
BOARD OF HEALTH:	Scott Bosworth
RECREATION COMMISSION:	Steven Cohen
ENVIRONMENTAL COMMISSION:	Vicki Frankel
BOARD OF ADJUSTMENT:	Arthur Frankel

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

3. Resolution #006:1'2023 Insurance Commissioner(s) and Alternates

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

And approved by all those eligible to vote at the 2023 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 12/31/2023

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

4. Resolution #007:1'2023 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 2023 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:

Scott Bosworth 1-year term expiring 12/31/2023

Stephanie Wehmann, Correspondent 1-year term expiring 12/31/2023

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

5. Resolution #008:1'2023 Zoning Board of Adjustment

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments:

Members Amy Lerner 4-year term expiring 12/31/2026

Alternate Member I: Robert F. Policano 2-year term expiring 12/31/2024

Alternate Member II: Bruce Pomerantz, unexpired portion of 1-year term expiring 12/31/2023

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

6. Resolution #009:1'2023 Board of Health

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments

Member: Dr. Basil Dalavagas 4-year term expiring 12/31/2026

Member: Dr. Jack Boghossian 4-year term expiring 12/31/2026

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

7. Environmental Commission

Note: No Environmental Commission appointments for Alternate I or II made at this time

8. Resolution #010:1'2023 Recreation Commission

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointment:

Member: John Kelly 5-year term expiring 12/31/2027

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

9. Resolution #011:1'2023 Alpine Swim & Racquet Club Recreation Subcommittee

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to confirm the Mayor's appointments:

Members: Scott Bosworth, Maria Fasano, Lane Goldstein, Sara Reeves, Andrew Schlesinger,

Anna Ferreira 1-year terms expiring 12/31/2023.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

10. Resolution #012:1'2023 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 2023 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 12/31/2023 unless otherwise noted:

Stephanie Wehmann	Safety Committee Coordinator,
	Recycling Administrative Assistant
Jo Anna Myung	Deputy Borough Clerk
Marilyn Hayward	Treasurer, Tax Search Officer
	Building & Construction Trust Account Manager
Brian Frugis	Zoning Officer
Catherine Booth	Technical Assistant Building Department
Hackensack University	
Medical Center-	
Corporate Wellness	Police Physician Services
Erik Lenander	Qualified Purchasing Agent ¹
	Public Agency Compliance Officer ²
J. Stuart Davis	Recycling Coordinator
Greg Zaremba	DPW Superintendent, Property Maintenance Official
	Clean Communities Coordinator

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

¹ formal resolution follows.

² formal resolution follows.

THE FOLLOWING POSITIONS ARE FILLED BY TENURED EMPLOYEES:

BUILDING INSPECTOR/SUBCODE OFFICIAL
MUNICIPAL CLERK
TAX COLLECTOR/CHIEF FINANCIAL OFFICER
TAX ASSESSOR

Brian Frugis
Stephanie Wehmann
Marilyn Hayward
William Yirce *as of re-appointment eff. 7/1/2020
(per resolution 6/24/2020) &
N.J.A.C. 18:17-3.2

MUNICIPAL COURT ADMINISTRATOR

Dawn Curatola *per N.J.S.A. 2A:8-13.1

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

11. Resolution #013:1'2023 Qualified Purchasing Agent

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

at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine January 3, 2023.

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

WHEREAS, **Erik Lenander** 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 Erik Lenander 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 as per the salary ordinance term effective January 1, 2023 and expiring December 31, 2023; 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 \$44,000.00 and quote threshold at \$6,600.00 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

12. Resolution #014:1'2023 Appointment of Public Agency Compliance Officer – Affirmative Action

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

at the 2023 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 the Qualified Purchasing Agent, **Erik Lenander** be appointed as the Public Agency Compliance Officer for a one-year term ending December 31, 2022, 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, 2023.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

13. Resolution # 015:1'2023 Appointment of Fire Official

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine held on January 3, 2023.

WHEREAS pursuant to the Division of Uniform Fire Safety Act N.J.S.A. 52:27D-192 et seq. and Borough Ordinance 119, the Borough must appoint a Fire Official for a two-year term; and

WHEREAS, the Chief of the Alpine Fire Department has recommended Keith Dalton

NOW, THEREFORE BE IT RESOLVED, **Keith Dalton** is hereby appointed to the position of Fire Official for a two-year term expiring December 31, 2024 at compensation per the salary ordinance.

BE IT FURTHER RESOLVED that this appointment is subject to the approval by the Department of Community Affairs and that a copy of this resolution is to be forwarded to the N.J.S. Division of Fire Safety, P.O. Box 809, Trenton, NJ 08625 for that purpose.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

14. Resolution #016:1'2023 Deputy Emergency Management Coordinators

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

And approved by all those eligible to vote at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine that **Councilman Scott Bosworth** and **Patrolman Brian Bourke** are hereby appointed to the position of Deputy Emergency Management Coordinators for one-year terms expiring December 31, 2023; 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

15. Resolution #017:1'2023 Appointment of Representative to the County Public Safety Communications Advisory Board

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein
at the 2023 re-organization meeting of the Mayor and Council of the Borough of Alpine held January 3, 2023

WHEREAS, the County Executive, with approval of the Board of Commissioners, has created a Public Safety Advisory Board which is comprised of Police, Fire, and EMS professionals, including representatives from each of the communities for which dispatching service is provided; and

WHEREAS, the Board is charged with the mission of assisting the Director of the Division of Communications and the Office of the County Executive in providing the very best in services to the communities served for Police, Fire and EMS dispatch; and

WHEREAS, Alpine Police Chief Christopher Belcolle has served as the Borough's representative to the Advisory Board since its inception in 2016;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Alpine reaffirms Chief Belcolle's appointment as the Borough of Alpine's representative and reappoints Chief Belcolle to the Advisory Board for a two (2) year term commencing January 1, 2023 and ending December 31, 2024.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

16. Resolution #018:1'2023 2023 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 2023 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 of Dimin Fierro LLC	Fort Lee, NJ	Prosecutor Pursuant to N.J.S.A. 2B:25-4a	\$10,000	2023
Douglas Doyle Elsbeth Crusius	Teaneck, NJ Hackensack, NJ	Alternate Prosecutor Additional Alternate Prosecutor Pursuant to N.J.S.A. 2B:25-4a	\$10,000	2023 2023
Jordan Yuelys	Hackensack, NJ	Public Defender Pursuant to N.J.S.A. 2B:24-3	\$10,000	2023

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

17. Resolution #019:1'2023 - 2023 Other Professional Services Agreements

{Awarded pursuant to the Non-Fair and Open Process}

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

At this 2023 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 2023 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	\$125,000	2023
Perry Frenzel, PE Azzolina & Feury Engineering, Inc. Paramus, NJ	Borough Engineer	\$60,000	2023
Edward J. Buzak, Esq. The Buzak Law Group, LLC	Special Counsel & Affordable Housing Related Development Apps	\$40,000	2023
Jeffrey C. Bliss, CPA Lerch, Vinci & Bliss, LLP Fair Lawn, NJ	Borough Accountant	\$38,000	2023
Robert McNerney McNerney & Associates, Inc. Glen Rock, NJ	Appraisal	\$21,000	2023
Doug Neumetzger Dart Computer Services, Inc. River Vale, NJ	Information Technology Services	\$25,000	2023
Jennifer Roselle, Esq. Genova Burns, LLC Newark, NJ	Special Labor Counsel	\$10,000	2023
Steven L Rogut, Esq Rogut McCarthy LLC Cranford, NJ	Bond Counsel	\$10,000	2023
Brian Eifert Eifert, French & Co., Inc. Tenafly, NJ	Risk Management	\$10,000	2023
Valley Health Medical Group Paramus, NJ	CDL Random Alcohol & Drug Testing	\$10,000	2023

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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

18. Resolution #020:1'2023 Appointing Tax Assessor and Borough Attorney for Tax Appeal Matters

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

at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, there is a need for the Borough Tax Assessor and the Borough Attorney to take certain actions regarding tax appeals with the Borough of Alpine; and

WHEREAS, the Mayor and Council of the Borough of Alpine have authorized the Borough Tax Assessor and the Borough Attorney to take such certain action;

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

The Mayor and Council of the Borough of Alpine confirm the authority of the Borough Tax Assessor and the Borough Attorney to take certain actions regarding tax appeals including the following:

- Commencement of actions seeking to raise assessments;
- Settlement of pending appeals;
- Retention of expert witnesses; and
- Such other actions incidental to the above as may be needed.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

19. Resolution #021:1'2023 Regular Meeting Dates**OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 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: 3rd Monday, November 20 and 3rd Wednesday, December 20.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED****20. Resolution #022:1'2023 Rules of Order****OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED****21. Resolution #023:1'2023 Cash Management Plan****OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED****22. Resolution #024:1'2023 Official Newspapers****OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine to approve the following as Official Newspaper(s): THE RECORD, THE SUBURBANITE & THE STAR LEDGER

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED****23. Resolution #025:1'2023 Authorizing Service Charge for Returned Checks****OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 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 \$25.00, or the maximum statutory amount allowed, whichever is greater, per check or other written instrument for all checks returned for insufficient funds during 2020; and,

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

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED****24. Resolution #026:1'2023 Interest Rate on Delinquent Taxes****OFFERED BY:** Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein

at the 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid**MOTION APPROVED**

25. Resolution #027:1'2023 Establishing Temporary Budget Appropriations For 2023

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein
at the 2023 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 2023 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 2023, and

WHEREAS, said total temporary appropriations are limited to 26.25% of the total appropriations in the 2022 budget exclusive of any appropriations made for debt service, capital improvement fund and public assistance in the said 2022 Budget.

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

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

26. Resolution #028:1'2023 Approving Purchase Order to re-open Petty Cash Account

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein
at the 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

27. Resolution #029:1'2023 Authorizing Contract for 2023 Child Health Conference Services

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein
at the 2023 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 2023, for a cost not to exceed \$250.00 for the annual fee and \$35 for each visit; and

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

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 the Mayor and/or Municipal Clerk as designee 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. 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 2022 temporary and/or adopted budget.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

28. Resolution #030:1'2023 Continuing Interboro Mutual Aid Group Agreement (Fire Dept.)

OFFERED BY: Councilwoman Frankel **SECONDED BY:** Councilwoman Gerstein
at the 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid **MOTION APPROVED**

29. Resolution#031:1'2023: Authorizing Interlocal Services Agreement Mutual Aid Plan & Rapid Deployment Force (Police Dept.)

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

at the 2023 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. 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 Commissioners, the County Prosecutor, and all municipalities in the County of Bergen

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

30. Resolution: #032:1'2023 Recognizing Closter Volunteer Ambulance & Rescue Corps, Inc. as the Primary Emergency Medical Service Agency for the Borough of Alpine

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

at the 2023 reorganization meeting of the Mayor and Council of the Borough of Alpine

WHEREAS, the Borough of Alpine requires emergency medical services to address the needs of the community; and

WHEREAS, the Closter Volunteer Ambulance & Rescue Corps, Inc. has provided satisfactory evidence to the EMS Council of New Jersey that they are qualified to render emergency medical services;

WHEREAS, the EMS Council of New Jersey has recognized the Closter Volunteer Ambulance & Rescue Corps, Inc. as a qualified agency to render emergency medical services and as a Class A Member in good standing;

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Alpine that the Closter Volunteer Ambulance & Rescue Corps, Inc. is recognized as the primary agency for the provision of Emergency Medical Services to the Borough of Alpine; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Alpine that the men and women of the Closter Volunteer Ambulance & Rescue Corps, Inc. are further recognized and appreciated for their steadfast dedication and spirit of volunteerism in delivering exemplary emergency medical services to the Borough of Alpine.

VOTE: Ayes: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

31. Resolution #033:1'2023: Authorization to Apply for Tonnage Grant

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

at the 2023 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 2021 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 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

32. Resolution #034:1'2023: Authorization for Municipal Clerk to Administer Licenses for Games of Chance

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

at the 2023 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 2023 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: Bosworth, Cohen, A. Frankel, V. Frankel, Gerstein, Kupferschmid

MOTION APPROVED

End of Consent Agenda

COMMUNICATIONS None.

Council President Frankel congratulated the Mayor on his re-election and stated how proud they are of how he handled himself the past several months. She stated how very fortunate they are to have the Mayor back and thanked him for staying. Mayor Tomasko thanked everyone for their trust and support.

Mayor Tomasko reported that he took it upon myself to attend the swearing in of County Executive James Tedesco; who has been on the ballot 6 times and have not lost an election. It made the Mayor think that he has been on the ballot 7 times just as Mayor and 2 times before then as Councilman, and he has also not lost an election. The Mayor reflected and stated, "In my mind, this is in large part thanks to you. I've been privileged to work with so many in this room, not just those on the dais, but those in the audience as well." The Mayor thanked his partner Aase Metzger for her support and stated it has been a great ride. "The 2nd thing that the County Executive James Tedesco mentioned is about service." The Mayor picked up on this and stated that this is all about service. "We are all privileged to have the opportunity to serve residents of this wonderful borough and do what we can to keep it a wonderful place."

The Mayor's Remarks:

"Ladies and Gentlemen, thanks for being with us this afternoon and especially for your best efforts on behalf of our residents this past year. My thanks in particular to those of you who volunteer your time to our town – our Fire Department Volunteers, our Board Members and Elected Officials.

2022 was dominated by events at the international and national level, the pandemic which continued to affect the way we do business here and by the contested local election which was a major distraction but resulted in no change to this Governing Body. Our municipal tax rate remained stable, we faced up to intense pressure for a high density housing project on the former Frick Estate, we replaced our retired, highly esteemed Deputy Borough Clerk Nancy Wehmann with Jo Anna Myung who has been a seamless fit, we replaced Councilman Larry Shadek who moved out of town with Councilman David Kupferschmid from our Zoning and Planning Board, we hired two new Police Officers to replace one who retired and one who is about to retire, for the 6th consecutive year we received a substantial DOT Municipal Aid Grant for road resurfacing and as usual our residents continued to receive the high quality services they've all come to expect from us.

We wonder if our Governor and State Legislature will ever do anything about:

- (1) the least efficient approach to affordable housing imaginable which is what we now have,
- (2) reduction of the burden OPRA has become on municipalities,
- (3) return of ALL the energy tax receipts due to municipalities, and
- (4) elimination of unfunded mandates that we continue to receive from the state, such as the latest round of stormwater management regulations.

We know that 2023 will be a very challenging budget year, insofar as higher interest rates will make borrowing for capital improvements, much more expensive, because of many higher than cap increases such as in the cost of insurance, employee health care and pensions, and because of the draw down of budget reserves to pay for police overtime. We will be challenged like we've never been challenged before with regard with our budget which is to keep taxes stable which has always been our goal. Nevertheless, if we continue to work together to do basically what we've done last year throughout this new year, our town will remain relatively free of discord and we will once again succeed in keeping Alpine the wonderful town it is in which to live, work and/or own a home.

Finally, it has been my pleasure to name one employee or professional on our team, who seems most worthy of recognition, based on his or her performance the prior year or years. Since we began doing this, those designated have been: the late Bill Galdi, Gail Warming-Tanno our former Borough Clerk, Nancy Wehmann, Gary Vanderwerf, Ralph Wehmann, Marilyn Hayward, Catherine Booth, Frank Rickenbaugh, Stephanie Wehmann, Alden Blackwell, and Stephanie's mother Nancy Wehmann a second time.

For 2022 I am delighted to designate Police Chief Christopher Belcolle, as our Employee of the year. In addition to being the Head of our superb Police Department, Chris has spent many hours this year helping to choose the most qualified new officer recruits, and after a stellar and long career here, will be retiring soon. Chris, thanks for your devotion to your work for us and for the residents of Alpine. We are happy to recognize you. Congratulations!

Mayor wish everyone a happy, healthy and safe new year.

ADJOURNMENT Upon a motion by Councilwoman Frankel, seconded by Councilwoman Gerstein, and approved by all, the 2022 reorganization meeting of the Mayor and Council of the Borough of Alpine adjourned at 4:31 p.m.

Respectfully submitted,
Stephanie Wehmann
Municipal Clerk

CASH MANAGEMENT PLAN 2023

A. DESIGNATION OF OFFICIAL DEPOSITORIES:

The following financial institutions are designated as official depositories:

Connect One Bank

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.

BOROUGH OF ALPINE		Temporary Budget Appropriations for 2023	
CURRENT FUND		CURRENT FUND (continued)	
General Government		General Government (continued)	
Municipal Clerk		Health and Human Services	
Salaries and Wages	40,735	Board of Health	
Other Expenses	5,850	Salaries and Wages	1,995
Financial Administration		Other Expenses	825
Salaries and Wages	26,500	Other Expenses – Contractual	4,500
Other Expenses	4,500	Environmental Commission	
Audit Services	11,000	Other Expenses	
Assessment of Taxes		Animal Control Services	
Salaries and Wages	4,600	Other Expenses	130
Other Expenses	420	Municipal Alliance Coordinator	
Revenue Administration		Salaries and Wages	
Salaries and Wages	5,775	OSHA	
Other Expenses	6,300	Other Expenses	368
Computer Data Processing		Parks and Recreation Functions	
Other Expenses	7,875	Parks and Playgrounds	
Legal Services and Costs		Other Expenses	525
Other Expenses	38,000	Swim Pool Committee	
Engineering Services and Costs		Other Expenses	1,500
Other Expenses	7,875	Celebration of Public Events	
Municipal Land Use Law (NJS 40:55D-1)		Other Expenses	500
Planning Board		Education Function	
Salaries and Wages	2,075	Cresskill Library Fee	250
Other Expenses	1,000	Municipal Court	
Zoning Board of Adjustment		Salaries and Wages	5,700
Salaries and Wages	1,850	Other Expenses	1,400
Other Expenses	1,800	Public Defender	
Insurance		Salaries and Wages	788
Group Insurance for Employees	164,049	Code Enforcement and Administration	
Other Insurance -Liability	44,878	Building Inspector	
Workers' Compensation	40,022	Salaries and Wages	29,000
Employee Health Insurance Waivers	2,965	Other Expenses	2,850
Public Safety		Plumbing Inspector	
Police		Salaries and Wages	3,200
Salaries and Wages	501,900	Electrical Inspector	
Other Expenses	15,750	Salaries and Wages	3,700
Acquisition of Police Vehicles	3,725	Zoning Official	
Police Dispatch 911		Salaries and Wages	3,675
Other Expenses	6,500	Unclassified	
Emergency Management Services		Utilities	
Salaries and Wages	1,182	Electric	8,500
Other Expenses	788	Street Lighting	10,800
Fire		Gasoline	11,700
Salaries and Wages	1,210	Telephone	5,800
Other Expenses	8,500	Natural Gas	2,500
Fire Hydrant	19,687	Water	1,700
Fire Prevention/Uniform Fire Code		Deferred Charges & Statutory Expend.	
Salaries and Wages	1,575	Contrib.to Social Sec. System (OASI)	27,500
Other Expenses	998	Police & Fireman's Retirement Sys	270,716
Prosecutor		Public Employees Retirement Sys	101,366
Contractual	1,930	Defined Contribution Retirement Plan	158
Public Works Function		Length of Service Awards Program	6,700
Road Repairs and Maintenance		TOTAL	<u>1,621,667</u>
Salaries and Wages	81,500		
Other Expenses	13,125		
Public Buildings and Grounds			
Other Expenses	13,912		
Solid Waste Collection			
Salaries and Wages	2,170		
Other Expenses	20,800		