

**MINUTES
WORK SESSION**

The Work Session Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:45 pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

OPEN PUBLIC MEETING STATEMENT

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

ROLL CALL:

Councilmember Curry	Councilmember LaMonica - absent
Councilmember Ghassali	Councilmember Lane
Councilmember Koelling	Councilmember Talarico

Also present: Mayor Roger Fyfe; Borough Attorney, Phil Boggia; Borough Engineer, Andy Hipolit; Administrator/Clerk, Maureen Iarossi-Alwan and Deputy Municipal Clerk, Fran Scordo

EAGLE SCOUT PROJECT: Life Scout – Troop 334 Gregory Almeida
Environmental Inventory is the main focus of his project

ORDINANCES:

PUBLIC HEARING OF ORDINANCE NO. 2015- 1398 AN ORDINANCE TO AMEND ORDINANCE NO. 2014-1384 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

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

SECTION 1. Each of the offices and positions of employment hereinafter named that are not established or created by virtue of any statutes or of any ordinance, resolution, or other lawful authority heretofore exercised by the Borough of Montvale, is hereby established, created, ratified and confirmed.

SECTION 2. The rate of compensation of the persons holding any of the hereinafter named offices and positions of employment whose compensation shall be on an annual basis and shall be payable semi-monthly is hereby fixed and determined to be as set opposite the title of each of the hereinafter named offices and positions of employment.

Title		2015 Salary Range
1.	Borough Administrator (PT)	\$40,000 - 50,000
2.	Safety Director	\$1,000 - 1,200
3.	Chief Financial Officer (PT)	\$15,000 - 25,000
4.	Municipal Clerk (PT)	\$70,000 - 90,000
5.	Deputy Municipal Clerk (PT)	\$38,000 - 47,000
6.	Floater	\$35,000 - 40,000
7.	Tax Collector (PT)	\$50,000 - 61,000
8.	Tax Assessor	\$30,000 - 36,000
9.	Treasurer	\$70,000 - 90,000
10.	Accountant/Purchasing Agent	\$50,000 - 65,000
11.	Accounts Payable Clerk (PT)	\$20 - \$28/hour
Title		2015 Salary Range
12.	Accounts Payable Clerk (FT)	\$43,000 - 50,000
13.	Secretary, Planning Board (PT)	\$50,000 - 75,000
14.	Planning Board Secretary Special Meetings	\$50 - \$70/hour
15.	Board Secretary, Clerical/Recording	\$115 - 135
16.	Office Manager (PT)	\$4,000 - 7,000
17.	Registrar Vital Statistics	\$800 - 1,200
18.	Deputy Registrar Vital Statistics	\$250 - 500
19.	Construction Code Official	\$45,000 - 60,000
20.	Construction Code Official special inspections	\$50 - \$100/hour
21.	Building SubCode Official	\$45,000 - 60,000
22.	Zoning Officer	\$9,000 - 12,000
23.	Property Maintenance Officer	\$3,500 - 5,000
24.	Construction Dept. Control Person	\$48,000 - 58,000
25.	Construction Technical Support (PT)	\$15 - \$25/hour
26.	Plumbing SubCode Official	\$ 20,000 - 26,000
27.	Plumbing SubCode Official special inspections	\$25 - \$50/hour
28.	Fire SubCode Official	\$13,000 - 16,000
29.	Fire SubCode Official special inspections	\$25 - \$50/hour
30.	Electrical SubCode Official	\$20,000 - 26,000
31.	Electrical SubCode Official special inspections	\$25 - \$50/hour
32.	Fire Prevention Official	\$10,000 - 15,000
33.	Fire Inspector/Sr. Fire Inspector	\$6,000 - 8,500
34.	Municipal Court Administrator	\$64,000 - 75,000

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35.	Deputy Municipal Court Administrator	\$38,000 - 46,000
36.	Court Security	\$18 - \$25/hour
37.	Police Secretary	\$35,000 - 45,000
38.	Administrative Assistant for Mayor/Admin, Police Chief	\$40,000 - 48,000
39.	Admin. Asst./Receptionist/Secretary/Violations Clerk (PT)	\$15 - \$25/hour
40.	Emergency Mgmt. Coordinator	\$2,000 - 3,300
41.	Library Director	\$80,000 - 92,000
42.	Library – Youth Services Coordinator	\$28,000 - 52,000
43.	Library (PT)	\$13 - \$40/hour
44.	Library (PT) meetings	\$100 - \$200/mtg
45.	Facilities Building & Property Inspector	\$25,000 - 27,000
46.	Field Coordinator	\$5,000 - 6,000
Title		2015 Salary Range
47.	Director, Public Assistance	\$5,000 - 6,500
48.	Director of Recreation	\$23,000 - 29,000
49.	Dir. Of Recreation – Summer Stipend	\$5,500 - 8,000
50.	Van Drivers (PT)	\$17 - \$20/hour
51.	Station Technicians (PT)	\$15 - \$17/hour

SECTION 3. The rate of compensation of the persons holding any of the hereinafter named offices, whose compensation shall be on an annual basis and payable semi-monthly, is hereby fixed and determined as follows:

Title		2015 Salary Range
A.	Municipal Judge	\$25,000 - 40,000
B.	Mayor	\$6,990 - 10,000
C.	Councilpersons (each)	\$5,689 - 8,000

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

Title		2015 Salary Range
A.	Chief	\$170,000 - 197,000
B.	Captain	\$150,000 - 180,000
C.	Lieutenant (Base Wage)	\$120,019 - 147,032
D.	Sergeants (Base Wage)	\$111,685 - 136,822

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E.	Detective – Additional per year	\$2,100 -
F.	Juvenile Officer – Addt'l per year	\$400 -
G.	Asst. Juvenile Officer – Addt'l per year	\$350 -
H.	Special/Auxiliary Police	\$18/hour - \$23/hour
I.	School Cross Guard/Police Matrons	\$18/hour - \$23/hour

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

Police Officers Schedule (Base Wage Each) Per Contract hired BEFORE January 1, 2005		
0-6 months	\$34,027 -	41,685
6 months – 1 year	\$44,235 -	54,191
1 – 2 years	\$54,446 -	66,700
2 – 3 years	\$64,655 -	79,207
3 – 4 years	\$74,862 -	91,711
4 – 5 years	\$85,070 -	104,217
5 – 6 years	\$95,277 -	116,721
6 – 7 years	\$103,232 -	126,467

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

Police Officers Schedule (Base Wage Each) Per Contract hired AFTER January 1, 2005		
0-6 months	\$34,027 -	41,685
6 months – 1 year	\$38,971 -	47,742
1 – 2 years	\$43,914 -	53,798
2 – 3 years	\$53,800 -	65,909
3 – 4 years	\$63,687 -	78,021
4 – 5 years	\$73,573 -	90,132
5 – 6 years	\$83,459 -	102,243
6 – 7 years	\$93,346 -	114,356
7 – 8 years	\$103,232 -	126,467

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

Years of Service	Officers Hired BEFORE January 1, 2006	Officers Hired AFTER January 1, 2006
After four (4) years	1%	-
After six (6) years	2%	-
After eight (8) years	3%	1%
After ten (10) years	4%	2%
After twelve (12) years	5%	3%
After fourteen (14) years	6%	4%
After sixteen (16) years	7%	5%
After eighteen (18) years	8%	6%
After twenty (20) years	-	7%
After twenty-two (22) years	-	8%
After twenty-three (23) years	9%	9%

SECTION 5. The Borough Treasurer shall present semi-monthly or as established by Resolution to the Governing Body for approval warrants drawn to the order of the Borough of Montvale Payroll Account and the Borough of Montvale Salary Account.

At the first meeting of the Governing Body in January of each year, there shall be approved accounts to be designated “The Borough of Montvale Payroll Account” and “The Borough of Montvale Salary Account” and from time to time the Borough Treasurer upon receipt of a warrant for the amount due each Payroll, shall deposit the same to the credit of these accounts, charging the appropriate budgetary accounts therewith. The Borough Treasurer shall thereafter draw checks on said accounts to the employees entitled to payment therefrom.

Any employee hired under the terms of a Special Library Grants, salary will be determined by the Authority making such grant.

The Mayor and Borough Council may by adoption of a resolution and by approved payroll advice, increase compensation (base wage adjustment or one-time merit/bonus increase) of any salaried employee in the above schedule, who has reached their maximum, up to 10% above the pay range maximum.

At each regular meeting of the Governing Body of the Borough of Montvale, the Treasurer shall submit for the approval or ratification as the case may be, the necessary payroll amounts due to the several officers and employees for compensation.

Such officers as may be determined by the Governing Body, as established by resolution, shall be authorized to sign warrants drawn in favor of the Payroll Account, upon due notice that the payrolls have been approved by the proper certifying authorities.

SECTION 6. This ordinance shall be operative as of January 1, 2015, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

SECTION 7. All other ordinances and parts of ordinances inconsistent herewith are hereby appealed.

SECTION 8. This ordinance shall take effect immediately upon publication in the manner provided by Law.

Ordinance No. **2015- 1398** was introduced for second reading by Councilmember Curry; seconded by Councilmember Lane; Clerk read by title only

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

NO PUBLIC COMMENT

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

Motion to adopt on Second and Final Reading in the Ridgewood News by Councilmember Lane; seconded by Councilmember Ghassali; Clerk read by title only ----- A roll call vote was taken --- all ayes

MINUTES:

March 10, 2015

A motion to accept the minutes by Councilmember Lane; seconded by Councilmember Ghassali - all ayes with exception of Councilmember Curry abstained

RESOLUTIONS:

54-2015 Emergency Temporary Appropriations

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2015 temporary budget, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for said purpose; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2015 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund \$2,297,441.73

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

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

Current Fund \$2,192,741.00

2. That said emergency temporary appropriation (will be) provided in the 2015 budget;
3. That one certified copy of this resolution be filed with the Director of Local Government Services.

CURRENT FUND

General Appropriations
Operations – Within “CAPS”

Engineering Services and Costs:		
Other Expenses		50,000.00
Fire:		
Fire Hydrant Service		20,000.00
Police:		
Salaries and Wages		50,000.00
Public Buildings and Grounds:		
Other Expenses		15,000.00
Maintenance of all Vehicles:		
Other Expenses		5,000.00
Public Health Services:		
Other Expenses	20,000.00	
Elevator Subcode Official		
Other Expenses	<u>2,000.00</u>	
		<u>162,000.00</u>

Deferred Charges and Statutory
Expenditures - Municipal within "CAPS"

Statutory Expenditures

Public Employees Retirement System	194,787.00
Police and Fire Employees Retirement System	<u>565,954.00</u>
	<u>760,741.00</u>

General Appropriations
Operations – Excluded from “CAPS”

Inter-local Municipal Service Agreements

Department of Public Works:	
Other Expenses	200,000.00

Capital Improvements Excluded from “CAPS”

Acquisition of Vehicles and Equipment – Fire Department	725,000.00
Improvements to Pascack Brook	<u>345,000.00</u>
	<u>1,270,000.00</u>
	\$2,192,741.00
	=====

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

55-2015 Awarding Contract to Pierce Manufacturing, Inc. / Arrow XT Pumper Fire Apparatus Through the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program

WHEREAS, the Borough of Montvale has resolved to become a member of the Houston-Galveston Area Council (HGAC) cooperative purchasing program; and,

WHEREAS, the HGAC has cooperative contracts for the purchase of emergency apparatus; and

WHEREAS, the Borough of Montvale is in need of an Arrow XT pumper for the Montvale Fire Department; and

WHEREAS, the HGAC can provide an Arrow XT pumper from Pierce Manufacturing Inc., 2600 American Drive, Post Office Box 2017, Appleton, Wisconsin, 54912, meeting the specifications of the Borough of Montvale's Fire Department; and

NOW, THEREFORE BE IT RESOLVED that the Borough of Montvale award a contract to Pierce Manufacturing Inc., through HGAC for an Arrow XT pumper for an original price of the HGAC Contract FS12-13 for \$771,677.42; and

BE IT FURTHER RESOLVED, a \$15,000 credit for trade in for the current apparatus and a \$32,179.64 credit for paying 80%, or \$605,341.94, at time of issuance of the purchase order. With the payment of \$605,341.94 at time of purchase order issuance, balance due at delivery is \$119,155.84; and

BE IT FURTHER RESOLVED, HGAC must provide the Borough of Montvale with a Performance Bond not to exceed \$20,000 to cover this order within 10 days of receipt of a purchase order.

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

Councilmember Ghassali asked for clarification regarding the new truck being housed at the DPW garage while the new firehouse will be constructed; Chief Miller suggested that another option would be to move the tower truck to the DPW garage and the new truck will be place at the current firehouse

56-2015 Awarding Professional Service Contract/Planning Services/Annual COAH CTM Unit Monitoring/Municipal Planner/D.Green/Maser Consulting LLC

WHEREAS, the Borough of Montvale is required to perform Counsel of Affordable Housing (COAH) CTM Unit monitoring and submission for the period covering 2014 for the Borough of Montvale. It is deemed necessary to engage the professional services of our Municipal Planner to provide these services; and

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

WHEREAS, Maser Consulting, Inc. 200 Valley Road, Suite 306, Mt. Arlington, NJ 07856 has submitted a proposal dated March 13, 2015 which is attached to this resolution; and

WHEREAS, the cost is not to exceed \$4,200.00 for the Unit Monitoring additional research required by COAH after the submission will be billed at the hourly rate included in the Planner's professional service agreement between the Borough of Montvale and Maser Consulting; and

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

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

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

57-2015 Borough of Montvale Fire Department LOSAP Eligible' s

WHEREAS, The Borough of Montvale, has adopted a LOSAP program for the members of the Montvale Fire Department; and

WHEREAS, to be eligible for the annual \$1,250.00 stipend for 2014, totaling \$28,750 for the Department, the Montvale Fire Department must meet certain criteria; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the Borough Treasurer initiate LOSAP payments in the name of those Fire Department members deemed eligible to receive them.

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

58-2015 Rescinding Resolution 53-2015 & Amending Resolution 71-2014 Awarding A Professional Service Contract/Bergen County Cooperative Curb Ramp Program/Concrete Construction Corporation

WHEREAS, the County of Bergen established a Cooperative Program to improve Curb Ramps throughout Bergen County for selected roadways in each municipality; and

WHEREAS, the County of Bergen publicly bid the project and awarded it to Concrete Construction Corporation, 24 Pink Street, P.O. Box 4063, South Hackensack, New Jersey 07601; and

WHEREAS, the cost to Bergen County for the construction of the project is \$337,354.95 which is based on 91 locations within the Borough which have been approved by Bergen County; and

WHEREAS, Montvale will be reimbursed the initial 50% of construction cost upfront upon this award to Concrete Construction. Final amount of reimbursement will be based on final as-built quantities of work approved by Bergen County. Bergen County Resolution No. 1460-14 awarded the contract to Concrete Construction Corporation; and

WHEREAS, The Borough Engineer was verbally notified the project has been delayed and The Borough of Montvale is not in receipt of a formal written letter of confirmation from the County of Bergen Department of Public Works confirming the availability of funds for reimbursement of construction inspection and construction costs for curb ramps; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale will upon formal written notification will appropriate sufficient budget funding and award formally award the contract to Concrete Construction Corporation for the Bergen County Cooperative Curb Ramp Program for an amount not to exceed \$337,354.95

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

59-2015 United Water New Jersey/Water Main Extension/Upper Saddle River Road/K. Hovnanian At Montvale, LLC

WHEREAS, K Hovnanian at Montvale, LLC, has presented to United Water New Jersey an application for an extension to its distributing system running as above described and consisting of installing 700' of 12" main in Upper saddle River Rd., Montvale; and

RESOLVED: That the said extension be made and the same hereby is approved; and

I HEREBY CERTIFY that the above is a copy of a resolution which was duly passed by the Governing Board of the above name municipality, at a meeting thereof duly called and held on the 31st day of March , 2015.

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

BILLS: Municipal Clerk read the Bill Report

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

Councilmember Ghassali questioned about the maintenance agreement for the 5 typewriters is \$500 – could the typewriters be replaced; also at the DPW garage the electric bills are running slightly higher the last few months if we can look into why

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

- a. 2015 Road Improvement Program/Listing of Proposed Roadways/Sidewalk/Catch Basins

Will have list for next meeting

- b. Proposal 2015 Road Improvement Program/Professional Engineering Services

A resolution will be placed on the next agenda

- c. Vacate Short Avenue/Meets & Bounds Description/Proposed Draft Ordinance 4/14 Intro.

The attorney for Rockland Built Homes is preparing information regarding the title search as well as the meets and bounds, once submitted the borough engineer and attorney will review the information

- d. Bergen County Repair of Handicapped Ramps

Should start within a few weeks

ATTORNEY REPORT:

Philip Boggia, Esq.

Report/Update

Borough received correspondence from an organization that has pointed out that our current ordinance does not meet the standards about curfew of minors in a public park; this could be challenged, so it would be advisable to amend the current ordinance.

UNFINISHED BUSINESS:

- a. Planning Board/Planner Review/Section 128-7.10 of the Municipal Code/Relating To Vehicle Signage

Will be discussed at a later date

NEW BUSINESS:

None

COMMUNICATION CORRESPONDENCE:

None

MEETING OPEN TO THE PUBLIC:

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

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

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

Dan Ratigan, 1 Short Ave

Tree debris in the drainage ditch next to this driveway, its from a neighbor clear cutting trees; the administrator will contact property maintenance official to take a look

Cathy Ratigan, 1 Short Ave

In the event of vacated Short Ave- what happens to her driveway – engineer stated that the meets and bounds have to be determined as well as a title search

Fire Chief Miller

Complaint about the west side siren, the borough falls under NJ statute, so the siren will not be moved; concerned about fire hydrants being installed by the Woodland Heights and/or the KHOV project

Tom Sullivan, Bergen County Freeholder introduce himself to the Mayor and Councilmembers

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

Motion to adjourn by Councilmember Ghassali; seconded by Councilmember Talarico – all ayes

ADJOURNMENT

Meeting adjourned at 8:45pm

The next Meeting of the Mayor and Council will be held April 14, 2015 at 7:30 p.m.

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk