

**AGENDA  
WORK SESSION MEETING  
BOROUGH OF MONTVALE  
Mayor and Council Meeting  
April 30, 2019**

**Meeting to Commence 7:30 P.M.**

**Closed Executive Session to Commence at 6:00pm**

**CLOSED/EXECUTIVE SESSION:**

Motion to move into Executive Session as provided for by Resolution No. 15-2019 adopted on January 1, 2019 and posted on the bulletin board in the Municipal Building:

The Mayor and Council will go into a Closed /Executive Session for the following:  
Attorney/Client Privilege/Contract Negotiations/Threatened Litigation

1. Contract Negotiations/North West Bergen Central Dispatch (NWBCD)
2. Contract Negotiations/P.V.D.P.W.
3. Proposed/Litigation/Solicitation Hours/Ordinance

Minutes to be disclosed as per the Open Public Meetings Act and Resolution No. 15-2018 matters discussed will be disclosed to the public when such matters are finally determined and there is no reason to prohibit the public disclosure of information relating to such matters.

**ROLL CALL:**

Councilmember Arendacs  
Councilmember Curry  
Councilmember Gloeggler

Councilmember Koelling  
Councilmember Lane  
Councilmember Russo-Vogelsang

**SWEARING IN:**

Sergeant E. Kash Cruise  
Sergeant Jeffrey Hanna  
Sergeant Jason Pierre

**Resolution No. 104-2019** Governing Body Certification of Compliance with The United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration Of Arrest & Conviction of Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

**RESOLUTIONS: (CONSENT AGENDA\*) BUDGET ITEMS ONLY**

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

**104a-2019 Emergency Temporary Appropriations**

**104b-2019 Temporary Capital Budget**

**2019 BUDGET PRESENTATION:** Councilmember Lane

**PUBLIC HEARING 2019 MUNICIPAL BUDGET**

**MEETING OPEN TO PUBLIC:**

Municipal Budget Only

**MEETING CLOSED TO PUBLIC:**

Municipal Budget Only

## **Resolution 105-2019 Adoption of 2019 Municipal Budget**

### **ADOPTION 2019 MUNICIPAL BUDGET:**

#### **Roll Call:**

Councilmember Arendacs	Councilmember Koelling
Councilmember Curry	Councilmember Lane
Councilmember Gloeggler	Councilmember Russo-Vogelsang

### **ORDINANCES:**

**INTRODUCTION OF ORDINANCE NO 2019-1470** BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY, APPROPRIATING \$2,475,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,351,250 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.

(Public Hearing 5-14-19)

**PUBLIC HEARING OF ORDINANCE NO 2019-1469** AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 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

### **MINUTES:**

April 9, 2019

### **MINUTES CLOSED/EXECUTIVE SESSION:**

April 9, 2019

April 17, 2019

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

106-2019 Authorize Refund of Recreation Program/Summer Camp

107-2019 Award Professional Service Contract /Engineering Services /2019 Bergen County Municipal

Program Park Improvement Grant Application/Installation of Two Synthetic Turf Bocce Courts

108-2019 Authorize Montvale Borough Hall HVAC/Upgrades Change Order #1/Air Systems Maintenance, Inc.

109-2019 A Resolution Certifying a Lien against the property known as 79 West Grant Avenue For

Costs Incurred by the Borough of Montvale for the Demolition of Structure

### **BILLS:**

### **ENGINEER'S REPORT:**

Andrew Hipolit

Report/Update

a. Proposal 2019 Road Improvement Program

### **ATTORNEY REPORT:**

Joe Voytus, Esq.

Report/Update

### **UNFINISHED BUSINESS:**

None.

### **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.

**MEETING CLOSED TO THE PUBLIC:**

**ADJOURNMENT:**

The next Meeting of the Mayor and Council will be held May 14, 2019 at 7:30 p.m.

\*\*\*\*\*Disclaimer\*\*\*\*\* All M & C Meeting Are Subject To Additions, Deletions and Amendments

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 104-2019**

**RE:** Governing Body Certification of Compliance With The United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration Of Arrest & Conviction of Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964"

**WHEREAS**, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, That the governing body of the Borough of Montvale, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

I HEREBY CERTIFY THAT THIS IS A TRUE COPY OF THE RESOLUTION PASSED AT THE MEETING HELD ON APRIL 30, 2019.

\_\_\_\_\_  
Deputy Clerk

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE  
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S  
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in  
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

**GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES  
(NO PHOTO COPIES OF SIGNATURES)**

STATE OF NEW JERSEY  
COUNTY OF BERGEN

We, members of the governing body of the Borough of Montvale being duly sworn according to law,  
upon our oath depose and say:

1. We are duly elected (or appointed) members of the governing body of the Borough of Montvale  
in the county of Bergen;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United  
States Equal Employment Opportunity Commission's "Enforcement Guidance on the  
Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of  
the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an  
individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement  
guidance.

(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____
(L.S.) _____	(L.S.) _____

Sworn to and subscribed before me this  
\_\_\_\_\_ day of \_\_\_\_\_

Notary Public of New Jersey

\_\_\_\_\_  
Deputy Clerk

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The Municipal Clerk shall set forth the reason for the absence of signature of any members of the governing body.

**IMPORTANT:** This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

**Adopted: April 30, 2019**

ATTEST:

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

APPROVED:

\_\_\_\_\_  
Michael Ghassali  
Mayor

## EMERGENCY TEMPORARY APPROPRIATIONS

WHEREAS, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2019 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 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund        \$13,101,497.00

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        \$11,207,390.00

2. That said emergency temporary appropriation (will be) provided in the 2019 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"

Administrative and Executive:	
Salaries and Wages	\$179,500.00
Other Expenses	153,813.00
Mayor and Council:	
Salaries and Wages	33,900.00
Other Expenses	17,600.00
Borough Clerk:	
Salaries and Wages	102,600.00
Other Expenses	13,050.00
Elections:	
Salaries and Wages	2,500.00
Other Expenses	10,100.00
Financial Administration:	
Salaries and Wages	147,000.00
Other Expenses	18,000.00
Audit Services:	
Other Expenses	42,400.00
Tax Assessment Administration (Assessment of Taxes):	
Salaries and Wages	24,600.00
Other Expenses	27,500.00
Revenue Administration (Collection of Taxes):	
Salaries and Wages	45,100.00
Other Expenses	7,800.00
Legal Services and Costs:	
Other Expenses	245,000.00
Engineering Services and Costs:	
Other Expenses	75,000.00
Cable TV Committee:	
Salaries and Wages	3,800.00
Other Expenses	18,675.00
Historic Preservation Commission:	
Other Expenses	650.00

Historian:	
Other Expenses	100.00
Planning Board:	
Salaries and Wages	65,500.00
Other Expenses	124,100.00
Zoning Official:	
Salaries and Wages	4,450.00
Property Maintenance:	
Salaries and Wages	1,500.00
Life Insurance	1,600.00
General Liability Insurance	114,000.00
Worker's Compensation Insurance	39,000.00
Employee Group Health	467,000.00
Employee Group Health - Waiver	57,500.00
Fire:	
Other Expenses	111,550.00
Fire Hydrant Service	140,000.00
Police:	
Salaries and Wages	2,439,400.00
Other Expenses	175,600.00
Acquisition of Police Vehicles	90,000.00
Police Dispatch / 911 (Radio Communications):	
Other Expenses	30,000.00
First Aid Organization:	
Other Expenses	24,000.00
Emergency Management:	
Salaries and Wages	5,400.00
Other Expenses	14,200.00
Uniform Fire Safety:	
Salaries and Wages	50,000.00
Other Expenses	7,950.00
Prosecutor:	
Other Expenses	9,475.00
Road Repairs and Maintenance:	
Other Expenses	25,000.00
Sewer System:	
Other Expenses	60,000.00
Snow Removal:	
Other Expenses	50,000.00
Garbage and Trash Removal:	
Other Expenses	425,000.00
Recycling:	
Other Expenses	5,000.00
Public Buildings and Grounds:	
Salaries and Wages	19,500.00
Other Expenses	31,500.00
Maintenance of All Vehicles:	
Other Expenses	32,500.00
Municipal Services Act:	
Other Expenses	15,000.00
Public Health Services (Board of Health):	
Salaries and Wages	2,200.00
Other Expenses	69,500.00
Environmental Commission:	
Salaries and Wages	2,050.00
Other Expenses	250.00
Animal Control Services (Animal Regulation):	
Other Expenses	9,000.00
Welfare Administration (Public Assistance):	
Salaries and Wages	4,000.00
Other Expenses	120.00
PEOSHA Compliance:	
Other Expenses	2,000.00



Parks and Playgrounds Maintenance:	
Other Expenses	1,000.00
Recreation:	
Salaries and Wages	37,000.00
Other Expenses	11,200.00
Senior Citizen:	
Salaries and Wages	13,500.00
Other Expenses	20,500.00
Celebration of Public Events:	
Other Expenses	35,000.00
Salary Adjustment Account	10,000.00
Municipal Court:	
Salaries and Wages	74,360.00
Other Expenses	10,734.00
Public Defender:	
Other Expenses	2,175.00
Construction Code Official:	
Salaries and Wages	147,500.00
Other Expenses	57,200.00
Building Sub-Code Official:	
Salaries and Wages	22,750.00
Plumbing Sub-Code Official:	
Salaries and Wages	7,600.00
Fire Sub-Code Official:	
Salaries and Wages	6,500.00
Electrical Sub-Code Official:	
Salaries and Wages	27,800.00
Elevator Sub-code Official:	
Other Expenses	25,000.00
Gasoline	30,000.00
Electricity	93,600.00
Telephone	30,000.00
Natural Gas	19,100.00
Street Lighting	85,000.00
Contingent	2,000.00

Deferred Charges and Statutory  
Expenditures - Municipal Within "CAPS"

Statutory Expenditures:

Social Security System	130,000.00
Defined Contribution Retirement Program	<u>7,000.00</u>

6,800,052.00

Operations - Excluded from "CAPS"

Maintenance of Free Public Library	576,821.00
Sewer Processing and Disposal:	
Contractual	375,000.00
Reserve for Tax Appeals:	
Other Expenses	50,000.00
Recycling Tax	6,000.00
Fire:	
LOSAP	<u>55,000.00</u>
	<u>1,062,821.00</u>

Shared Service Agreements

Police Dispatch / 911:	
Other Expenses	95,000.00
Municipal Court Administration:	
Salaries and Wages	78,890.00
Other Expenses	42,662.00
Prosecutor:	
Other Expenses	10,025.00
Public Defender:	
Other Expenses	2,325.00
Pascack Valley Special Police Officers:	
Salaries & Wages	89,000.00
Other Expenses	12,125.00
Department of Public Works:	
Other Expenses	890,200.00
	<u>1,220,227.00</u>

Public and Private Programs Offset by Revenues

Recycling Tonnage Grant	8,498.00
Clean Communities Program:	
Other Expenses	16,921.00
Municipal Alliance Program - County Funds	9,876.00
Municipal Alliance Program - Matching Funds	2,469.00
Body Armor - State	2,775.00
Alcohol Education and Rehabilitation Fund	1,391.00
Bullet Proof Vest - Federal	2,000.00
Bergen County Municipal JIF:	
Safety Incentive Program	1,750.00
	<u>45,680.00</u>

Capital Improvements - Excluded from "CAPS"

Capital Improvement Fund	62,000.00
Acquisition of Equipment - Police Department	65,000.00
Acquisition of Vehicles & Equipment:	
Fire Department	45,000.00
Acquisition of Vehicles & Equipment - UCC	45,000.00

Public and Private Programs Offset by Revenues

Bergen County Open Space - Field Improvements	<u>113,538.00</u>
	<u>330,538.00</u>

Municipal Debt Service - Excluded from "CAPS"

Interest on Bonds	<u>5.00</u>
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Deferred Charges Municipal - Excluded from "CAPS"

Emergency Authorizations	<u>33,000.00</u>
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Reserve for Uncollected Taxes	<u>1,715,067.00</u>
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\$11,207,390.00  
=====

This resolution was adopted by the Mayor and Council of the Borough of Montvale at a meeting held on April 30, 2019.

Introduced by: \_\_\_\_\_

Seconded by: \_\_\_\_\_

Approved: April 30, 2019

\_\_\_\_\_  
Michael Ghassali, Mayor

ATTEST: \_\_\_\_\_  
Fran Scordo, Deputy Municipal Clerk

WHEREAS, a capital budget for the year 2019 has not been approved and,

WHEREAS, it is desired to introduce a capital ordinance.

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Montvale that the following temporary capital budget for the year 2019 be approved:

RECORDED VOTE  
(Insert last names)

Ayes	{	Nays	{	Abstain	{
	{		{	Absent	{
	{		{		{
	{		{		{
	{		{		{

CAPITAL BUDGET (Current Year Action)  
2019

Project	Estimated Total Cost	Amounts Reserved In Prior Years	Planned Funding Services for Current Year 2019				Debt Authorized	To Be Funded In Future Years
			2019 Budget Appropriation	Capital Improvement Fund	Capital Surplus	Grants in Aid and Other Funds		
Various Capital Improvements	\$2,475,000.00			\$123,750.00			\$2,351,250.00	
<b>Total All Projects</b>	<b>\$2,475,000.00</b>			<b>\$123,750.00</b>			<b>\$2,351,250.00</b>	

3 - YEAR CAPITAL PROGRAM 2019 - 2021  
ANTICIPATED PROJECT SCHEDULE AND FUNDING REQUIREMENT

Project	Estimated Total Cost	Estimated Completion Time	Funding Amounts Per Year				
			2019	2020	2021	2022	2023
Various Capital Improvements	\$2,475,000.00		\$2,475,000.00				
<b>Total All Projects</b>	<b>\$2,475,000.00</b>		<b>\$2,475,000.00</b>				

3 - YEAR CAPITAL PROGRAM 2019 - 2021  
SUMMARY OF ANTICIPATED FUNDING SOURCES AND AMOUNTS

Project	Estimated Total Cost	Budget Appropriation		Grants in Aid and Other Funds	Capital Surplus	Capital Improvement Fund	Bonds and Notes	
		Current Year 2019	Future Years				General	Self Liquidating
Various Capital Improvements	\$2,475,000.00					\$123,750.00	\$2,351,250.00	
<b>Total All Projects</b>	<b>\$2,475,000.00</b>					<b>\$123,750.00</b>	<b>\$2,351,250.00</b>	

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed with the offices of the Division of Local Government Services, Department of Community Affairs, State of New Jersey.

It is hereby certified that this is a true copy of a resolution creating the temporary capital budget approved by the governing body on the 30th day of April, 2019.

Certified by me

Date

Municipal Clerk

TRENTON, NEW JERSEY

APPROVED \_\_\_\_\_, 2019

# **2019 Municipal Budget Overview**

Borough of Montvale

April 30, 2019

# Key Questions

- ◆ What are the sources of revenue that the Borough expects in 2019?
- ◆ What are the Borough's key expenses and significant expenditures in 2019?
- ◆ How will this affect our municipal tax rate?
- ◆ What is the current financial state of the Borough?
- ◆ What challenges do we face, and what is our strategy to build upon Montvale's strong financial footing?

## 2019 Budget Summary Revenues

	Budget Year (2019) Proposed	Prior Year (2018) Adopted	Change	Percent
Surplus Anticipated (Utilized)	4,250,000	4,175,000	75,000	1.80%
Local	623,000	570,000	53,000	9.30%
State Aid	1,262,378	1,262,378	0	0.00%
Construction Code	260,000	650,000	<390,000>	<60.00>%
Shared Service Agreements	341,027	290,191	50,836	17.52%
Public & Private Revenue	156,749	244,312	<87,563>	<35.84>%
Special Items	364,272	381,939	<17,667>	<4.63>%
Delinquent Tax	220,000	215,000	5,000	2.33%
Municipal Tax	12,152,641	12,286,473	<133,832>	<1.09>%
<b>TOTALS</b>	<b>19,630,067</b>	<b>20,075,293</b>	<b>&lt;445,226&gt;</b>	<b>&lt;2.22&gt;%</b>

BOROUGH OF MONTVALE  
ANALYSIS OF BUDGET REVENUES

2015 - 2019

CATEGORY	2015	2016	INCREASE/ <DECREASE> PERCENT	2016	2017	INCREASE/ <DECREASE> PERCENT	2017	2018	INCREASE/ <DECREASE> PERCENT	2018	PROPOSED 2019	INCREASE/ <DECREASE> PERCENT	CUMULATIVE INCREASE/ <DECREASE> PERCENT
SURPLUS	4,750,000	3,500,000	(1,250,000) -26.32%	3,500,000	4,075,000	575,000 16.43%	4,075,000	4,175,000	100,000 2.45%	4,175,000	4,250,000	75,000 1.80%	(500,000) -10.53%
LOCAL REVENUE	486,450	496,450	10,000 2.06%	496,450	496,250	(200) -0.04%	496,250	570,000	73,750 14.86%	570,000	623,000	53,000 9.30%	136,550 28.07%
STATE AID	1,262,378	1,262,378	0 0.00%	1,262,378	1,262,378	0 0.00%	1,262,378	1,262,378	0 0.00%	1,262,378	1,262,378	0 0.00%	0 0.00%
UNIFORM CONSTRUCTION CODE	210,000	260,000	50,000 23.81%	260,000	850,000	590,000 226.92%	850,000	650,000	(200,000) -23.53%	650,000	260,000	(390,000) -60.00%	50,000 23.81%
SHARED SERVICE AGREEMENTS	166,427	182,528	16,101 9.67%	182,528	193,602	11,074 6.07%	193,602	290,191	96,589 49.89%	290,191	341,027	50,836 17.52%	174,600 104.91%
PUBLIC AND PRIVATE (GRANTS)	685,600	29,925	(655,675) -95.64%	29,925	45,476	15,551 51.97%	45,476	244,312	198,836 437.23%	244,312	156,749	(87,563) -35.84%	(528,851) -77.14%
OTHER SPECIAL ITEMS	329,305	344,426	15,121 4.59%	344,426	375,254	30,828 8.95%	375,254	381,939	6,685 1.78%	381,939	364,272	(17,667) -4.63%	34,967 10.62%
DELINQUENT TAXES	210,000	175,000	(35,000) -16.67%	175,000	175,000	0 0.00%	175,000	215,000	40,000 22.86%	215,000	220,000	5,000 2.33%	10,000 4.76%
AMOUNT TO BE RAISED	11,839,107	11,928,142	89,035 0.75%	11,928,142	12,226,595	298,453 2.50%	12,226,595	12,286,473	59,878 0.49%	12,286,473	12,152,641	(133,832) -1.09%	313,534 2.65%
	19,939,267	18,178,849		18,178,849	19,699,555		19,699,555	20,075,293		20,075,293	19,630,067		



## 2019 Budget Summary Appropriations

	Budget Year (2019) Proposed	Prior Year (2018) Adopted	Change	Percent
Salary and Wages	5,392,350	5,226,885	165,465	3.17%
Deferred Charges & Statutory Expenditures	1,268,157	1,532,691	<264,534>	<17.26>%
Other Appropriations	9,012,130	9,177,906	<165,776>	<1.81>%
Debt Service	1,776,825	1,901,902	<125,077>	<6.58>%
Capital Improvements	465,538	553,000	<87,462>	<15.82>%
Reserve for Uncollected Taxes	1,715,067	1,682,909	32,158	1.91%
<b>TOTALS</b>	<b>19,630,067</b>	<b>20,075,293</b>	<b>&lt;445,226&gt;</b>	<b>&lt;2.22&gt;%</b>

## BUDGET APPROPRIATIONS BY CATEGORY (PERCENT OF TOTAL BUDGET)

<u>CATEGORY</u>	<u>AMOUNT</u>	<u>PERCENT OF TOTAL BUDGET</u>
SALARIES AND WAGES	\$5,392,350	27.47%
UTILITIES / SANITATION / SEWERAGE	\$2,082,700	10.61%
INSURANCE	\$1,340,600	6.83%
LIBRARY	\$816,821	4.16%
SHARED SERVICES	\$2,176,227	11.09%
CAPITAL	\$465,538	2.37%
DEBT SERVICE	\$1,776,825	9.05%
DEFERRED CHARGES / STATUTORY EXPENDITURES	\$1,268,157	6.46%
RESERVE FOR UNCOLLECTED TAXES	\$1,715,067	8.74%
OTHER APPROPRIATIONS	\$2,595,782	13.22%
TOTAL	\$19,630,067	100%

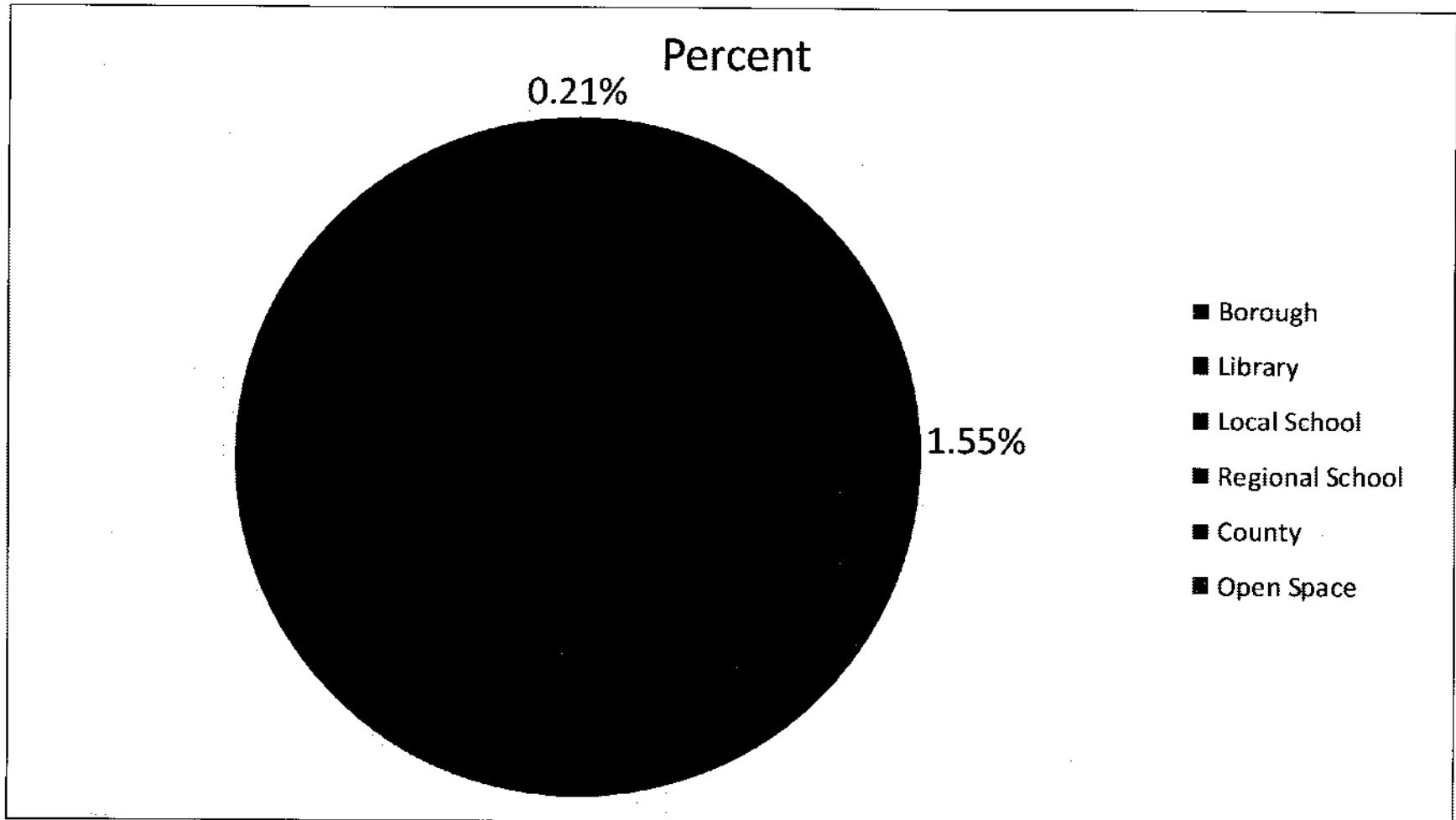
# **Significant Expenditures**

- ◆ Road Resurfacing
- ◆ Field Improvements
- ◆ Replacement of the Air Conditioning Units
- ◆ Sewer Main Improvements
- ◆ Health Benefits
- ◆ Pension
- ◆ Debt Service

# Property Tax Levies

	<b>2019</b> (Projected)	<b>2018</b>	<b>2017</b>	<b>2016</b>
Municipal	12,152,641	12,286,473	12,226,595	11,928,142
Open Space	102,184	102,988	102,383	101,863
Regional School	14,047,072	13,637,934	13,387,934	12,827,679
Local School	16,840,464	16,349,965	15,740,203	15,838,446
County	5,859,560	5,688,893	5,525,896	5,330,665
Total Levy	49,001,921	48,066,253	46,983,011	46,026,795

# 2019 Projected Tax Levy

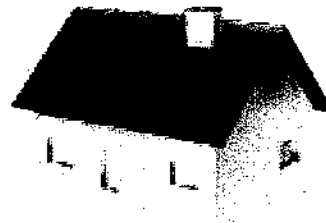


# Tax Rate Comparison

	<b>2019</b> (Projected)	<b>2018</b>	<b>Change</b>	<b>Percent</b>
County	.287	.276	.011	3.99%
Regional School	.687	.663	.024	3.62%
Local School	.824	.794	.030	3.78%
Open Space	.005	.005	.000	0.00%
Library	.037	.037	.000	0.00%
Municipal	.557	.559	<.002>	<0.36>%
<b>Total Municipal</b>	<b>.594</b>	<b>.596</b>	<b>&lt;.002&gt;</b>	<b>&lt;.34&gt;%</b>
Total	2.397	2.334	.063	2.70%

The average assessed value of a residence is estimated at approximately **\$522,293**.

The projected decrease in the 2019 municipal portion of tax for an average residence is estimated at approximately **<\$4.25>**.



# PROPERTY TAX BREAKDOWN

## USER FRIENDLY BUDGET SECTION - PROPERTY TAX BREAKDOWN

### 2018 Calendar Year Property Tax Levies - ALL entities levying property taxes

	Calendar Year Tax Rate	Calendar Year Tax Levy	% of Total Levy	Avg Residential Taxpayer Impact
Municipal Purpose Tax	0.559	\$11,522,622.00	23.97%	\$2,913.42
Municipal Library	0.037	\$763,851.00	1.59%	\$192.84
Municipal Open Space	0.005	\$102,988.00	0.21%	\$26.06
Fire Districts (avg. rate/total levies)			0.00%	\$0.00
Other Special Districts (total levies)			0.00%	\$0.00
Local School District	0.794	\$16,349,965.00	34.02%	\$4,138.21
Regional School District	0.663	\$13,637,934.00	28.37%	\$3,455.46
County Purposes	0.265	\$5,456,789.05	11.35%	\$1,381.14
County Library			0.00%	\$0.00
County Board of Health			0.00%	\$0.00
County Open Space	0.011	\$232,104.27	0.48%	\$57.33
Other County Levies (total)			0.00%	\$0.00
<b>Total (Calendar Year 2018 Budget)</b>	<b>2.334</b>	<b>\$48,066,253.32</b>	<b>100.00%</b>	<b>\$12,164.46</b>

Total Taxable Valuation as of October 1, 2018 \$2,043,681,222.00  
 (To be used to calculate the current year tax rate)  
 Current Year Average Residential Assessment \$522,292.78

### Prior Year to Current Year Comparison

#### Comparison - Municipal Purposes Tax Rate

Prior Year	Current Year	% Change (+/-)
0.559	0.557	-0.36%

#### Comparison - Municipal Purposes Tax Levy

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$11,522,622.00	\$11,392,716.25	-1.13%	(\$129,905.75)

#### Comparison - Impact on Avg. Residential Tax Payment (Municipal Purposes Only)

Prior Year	Current Year	% Change (+/-)	\$ Change (+/-)
\$2,913.42	\$2,909.17	-0.15%	(\$4.25)

### Current Year 2019 Budget

Taxes	Actual/Estimated	Tax Levy
Municipal Purpose Tax	ACTUAL	\$11,392,716.25
Municipal Library	ACTUAL	\$759,924.72
Municipal Open Space	ACTUAL	\$102,184.06
Fire Districts (total levies)		
Other Special Districts (total levies)		
Local School District	ESTIMATED	\$16,840,463.95
Regional School District	ESTIMATED	\$14,047,072.02
County Purposes	ESTIMATED	\$5,620,492.72
County Library		
County Board of Health		
County Open Space	ESTIMATED	\$239,067.40
Other County Levies (total)		
<b>Total ESTIMATED amount to be raised by taxes</b>		<b>\$49,001,921.12</b>

Revenue Anticipated, Excluding Tax Levy	7,471,425.93
Budget Appropriations, before Reserve for Uncollected Taxes	17,914,999.66
Total Non-Municipal Tax Levy	\$36,849,280.15
Amount to be Raised by Taxes - Before RUT	\$47,286,853.88
Reserve for Uncollected Taxes (RUT)	\$1,715,067.24
<b>Total Amount to be Raised by Taxes</b>	<b>\$49,001,921.12</b>

% of Tax Collections used to Calculate RUT 96.50%

If % used exceeds the actual collection % then  
reference the statutory exception used

### Tax Collections - ACTUAL as of Prior Year

Total Tax Revenue, Collections CY 2018	48,040,440.00
Total Tax Levy, CY 2018	48,310,658.00
% of Taxes Collected, CY 2018	99.44%

Delinquent Taxes - December 31, 2018 \$241,187.00



# **Montvale's Surplus: 5 Year Overview**

Surplus plays two important roles for the town:

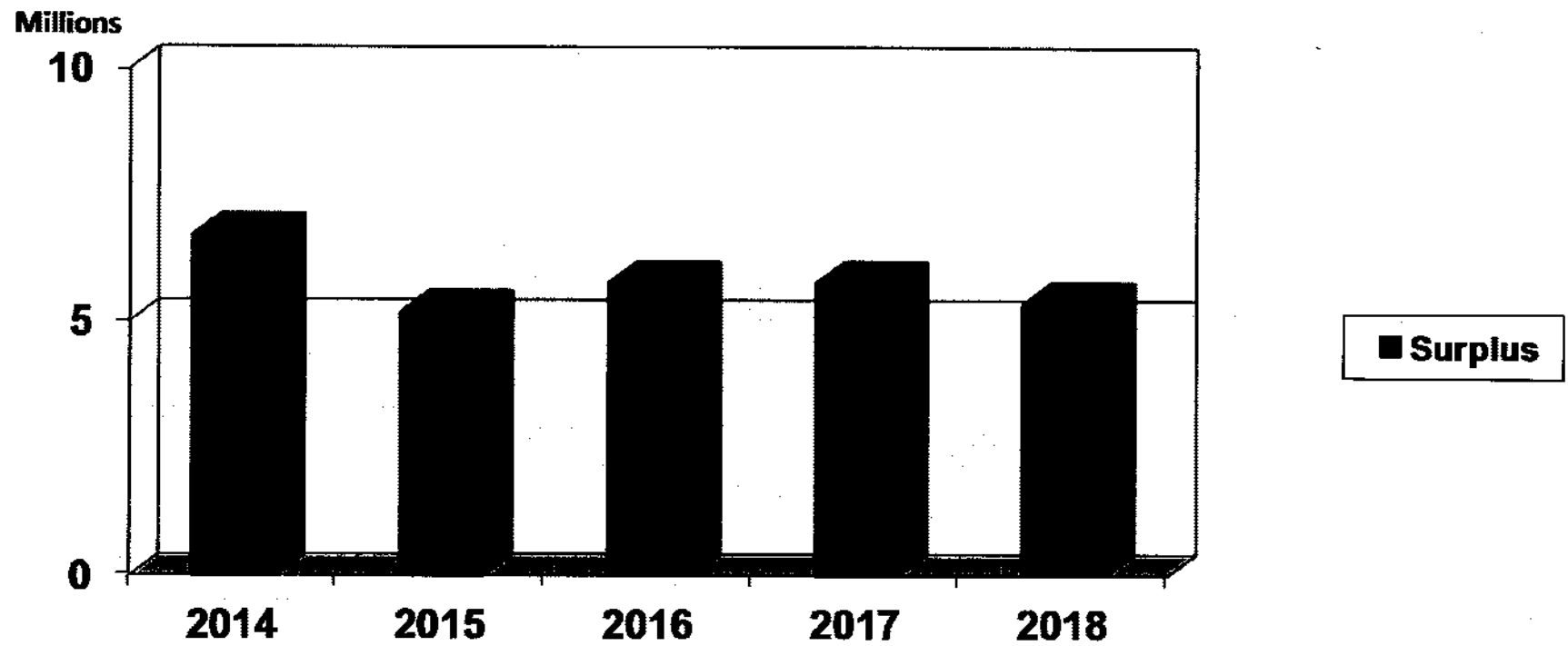
- 1) It serves as a cushion against the impact of negative financial events; and
- 2) It provides liquidity for cash flow.

◆ 2015	\$4,750,000
◆ 2016	\$3,500,000
◆ 2017	\$4,075,000
◆ 2018	\$4,175,000
◆ 2019 (proposed)	\$4,250,000

# ANALYSIS OF SURPLUS

<u>YEAR</u>	<u>AMOUNT</u>
<b>2014</b>	\$6,707,625
<b>2015</b>	\$5,175,233
<b>2016</b>	\$5,763,258
<b>2017</b>	\$5,768,520
<b>2018 (Unaudited)</b>	\$5,357,250

# Surplus Analysis



BOROUGH OF MONTVALE  
CURRENT FUND

ANALYSIS OF REVENUES AND EXPENDITURES

2015 - 2020

	2015 AUDITED		2016 AUDITED		2017 AUDITED		2018 UNAUDITED		2019 PROPOSED/PROJECTED		2020 PROJECTED	
REVENUES												
SURPLUS	\$4,750,000		\$3,500,000		\$4,075,000		\$4,175,000		\$4,750,000		\$4,000,000	
LOCAL REVENUES	\$611,413		\$634,784		\$617,808		\$663,078		\$640,090		\$623,000	
STATE AID	\$1,262,378		\$1,262,378		\$1,262,378		\$1,262,378		\$1,262,378		\$1,262,378	
UNIFORM CONSTRUCTION	\$467,579		\$1,060,297		\$1,013,852		\$260,626		\$300,300		\$300,000	
SHARED SERVICE	\$162,704		\$181,260		\$210,725		\$296,747		\$336,500		\$348,150	
PUBLIC AND PRIVATE	\$1,113,453		\$44,202		\$670,616		\$239,855		\$156,749		\$9,876	
OTHER SPECIAL ITEMS	\$413,330		\$400,083		\$420,523		\$407,398		\$372,910		\$367,500	
DELINQUENT TAX	\$247,461		\$227,497		\$451,620		\$623,961		\$235,000		\$215,000	
AMOUNT TO BE RAISED	\$12,735,179	0.575	\$13,400,160	0.585	\$14,213,369	0.599	\$13,926,357	0.596	\$13,802,641	0.594	\$12,631,166	0.618
EXCESS REVENUES											\$2,000,000	
MRNA	\$622,196		\$786,975		\$848,147		\$1,111,619		\$1,100,000		\$1,000,000	
RESERVES LAPSED	\$872,416		\$696,468		\$602,121		\$719,522		\$825,000		\$750,000	
OTHER	\$332,249		\$104,937		\$67,120		\$200,454					
	<u>\$23,590,358</u>		<u>\$22,299,041</u>		<u>\$24,453,279</u>		<u>\$23,886,995</u>		<u>\$23,281,268</u>		<u>\$23,507,070</u>	
EXPENDITURES												
OPERATIONS:												
SALARIES	\$4,422,512		\$4,454,567		\$4,984,115		\$5,055,145		\$5,149,460		\$5,324,015	
OTHER EXPENSE	\$7,084,734		\$7,234,141		\$7,790,418		\$7,291,620		\$7,078,793		\$7,086,211	
SHARED SERVICE	\$1,875,927		\$1,926,498		\$1,992,356		\$2,109,829		\$2,176,227		\$2,294,954	
CAPITAL	\$2,677,907		\$190,000		\$1,461,539		\$553,000		\$465,538		\$280,000	
DEBT SERVICE	\$1,824,105		\$1,795,955		\$1,867,955		\$1,901,902		\$1,776,825		\$1,673,025	
DEFERRED/STATUTORY	\$952,956		\$1,017,852		\$1,024,512		\$1,532,691		\$1,268,157		\$1,328,465	
RESERVE FOR UNCOLLECTED	\$1,578,979		\$1,581,443		\$1,662,979		\$1,682,909		\$1,715,067		\$1,770,400	
OTHER	\$5,630		\$10,560		\$14,143		\$30,169					
	<u>\$20,422,750</u>		<u>\$18,211,016</u>		<u>\$20,798,017</u>		<u>\$20,156,265</u>		<u>\$19,630,067</u>		<u>\$19,757,070</u>	
	\$3,167,608		\$4,088,025		\$3,655,262		\$3,730,730		\$3,651,201		\$3,750,000	
ADJUSTMENTS	<u>\$50,000</u>				<u>\$425,000</u>		<u>\$33,000</u>					
	\$3,217,608		\$4,088,025		\$4,080,262		\$3,763,730		\$3,651,201		\$3,750,000	
SURPLUS 1/1	<u>\$6,707,625</u>		<u>\$5,175,233</u>		<u>\$5,763,258</u>		<u>\$5,768,520</u>		<u>\$5,357,250</u>		<u>\$4,758,452</u>	
	\$9,925,233		\$9,263,258		\$9,843,520		\$9,532,250		\$9,008,452		\$8,508,452	
SURPLUS ANTICIPATED	<u>\$4,750,000</u>		<u>\$3,500,000</u>		<u>\$4,075,000</u>		<u>\$4,175,000</u>		<u>\$4,250,000</u>		<u>\$4,000,000</u>	
SURPLUS 12/31	\$5,175,233		\$5,763,258		\$5,768,520		\$5,357,250		\$4,758,452		\$4,508,452	

# Municipal Debt

<u>Year</u>	<u>Bonds</u>	<u>Notes</u>	<u>Authorized But Not Issued</u>	<u>Total</u>
2014	8,155,000	0	0	8,155,000
2015	6,580,000	0	4,855,000	11,435,000
2016	4,985,000	5,700,000	580,000	11,265,000
2017	3,355,000	7,600,000	507,500	11,462,500
2018	11,035,000	0	0	11,035,000

# Debt Service: Permanent Debt

<b>Year</b>	<b>Principal</b>	<b>Combined Interest</b>	<b>Total</b>	<b><i>Outstanding Year End</i></b>
2019	1,415,000	361,825	1,776,825	<b>9,620,000</b>
2020	1,270,000	322,525	1,592,525	<b>8,350,000</b>
2021	1,275,000	286,550	1,561,550	<b>7,075,000</b>
2022	905,000	250,450	1,155,450	<b>6,170,000</b>
2023	760,000	223,300	983,300	<b>5,410,000</b>
	5,625,000	1,444,650	7,069,650	

# **Municipal Debt**

The Borough's bond rating is a AAA with a stable outlook. The following factors (among others) were considered in determining the rating:

- Surplus and the ability to replenish
- Outstanding debt and the ability to pay
- Tax base
- Strong financial management practices and a stable financial position

# **Surplus vs. Municipal Debt**

If Montvale has a significant Surplus, why don't we just pay off our Municipal Debt?

- Our current debt is at advantageous rates that might be difficult to replicate in the future.
- We are careful about economic changes that may require the use of surplus.
- There are specific call features on the Bonds.
- Also: the “fairness” issue...



## **Long-term Investments: Who Should Pay?**

For major projects that will serve Montvale for 40+ years, like the new firehouse, financing a large part of it through debt, shares the financial burden of paying for it between today's taxpayers and future Montvale residents.

# Challenges Ahead

- ◆ Upcoming Infrastructure Investments
  - Road Maintenance
  - Aging Sanitary Sewer System
  - Air Conditioning Units
- ◆ Changing Corporate Real Estate Environment
  - Are large corporate HQs going to continue?
  - Will tax appeals increase in frequency and size?
- ◆ Employee Pension and Health Benefit Liabilities
  - Much of this is driven by Trenton & overall economy
  - Continue offering services while managing salaries and benefits

# Strategies: Infrastructure

- ◆ Air Conditioning System
  - Explore financing that dovetails with pay down of existing Borough debt
- ◆ Road Program
  - Develop a multi-year schedule
- ◆ Fieldstone Turf / Sanitary Sewers
  - Pursue grants when available

# **Strategies: Corporate Real Estate**

- ◆ Evaluate current zoning
  - Review master plan
- ◆ Continue outreach to new corporate tenants
  - Expand scope to nontraditional tenants
  - Target entities with strong ties to specific location infrastructure
- ◆ Establish sufficient reserve for tax appeals

*Questions?*

# **APPENDIX & EXHIBITS**

# **Grants Received**

## **◆ Clean Communities**

– 2016	\$20,821
– 2017	\$17,689
– 2018	\$16,921

## **◆ Recycling Tonnage Grant**

– 2017	\$7,462
– 2018	\$9,898
– 2019	\$8,498

## **Other Grants Received**

- ◆ New Jersey DOT (Roads)
  - 2019 \$207,000
  
- ◆ County Open Space – Field Improvements
  - 2019 \$178,538



# Medical Benefits

## Comparison of Health Insurance Costs for 2018 and 2017

<u>Group Insurance</u>	<u>Actual Cost</u>		<u>Difference</u>
	<u>2018</u>	<u>2017</u>	<u>Increase/ (Decrease)</u>
Medical	644,314	768,319	<124,005>
Prescription	148,719	253,701	<104,982>
Dental	<u>43,183</u>	<u>44,606</u>	<u>&lt;1,423&gt;</u>
Total	<u>836,216</u>	<u>1,066,626</u>	<u>&lt;230,410&gt;</u>
% Increase			<u>&lt;21.60%&gt;</u>

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 105-2019**

**RE: Adoption 2019 Municipal Budget**

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

**Adopted: April 30, 2019**

ATTEST:

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

APPROVED:

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
ORDINANCE NO. 2019-1470**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 30th day of April 2018, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 14<sup>th</sup> day of May 2018 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

**BOND ORDINANCE PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND BY THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY, APPROPRIATING \$2,475,000 THEREFOR AND AUTHORIZING THE ISSUANCE OF \$2,351,250 BONDS OR NOTES OF THE BOROUGH TO FINANCE PART OF THE COST THEREOF.**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MONTVALE, IN THE COUNTY OF BERGEN, NEW JERSEY (not less than two-thirds of all members thereof affirmatively concurring) AS FOLLOWS:

Section 1. The several improvements described in Section 3 of this bond ordinance are hereby respectively authorized to be undertaken by the Borough of Montvale, in the County of Bergen, New Jersey (the "Borough") as general improvements. For the several improvements or purposes described in Section 3, there are hereby appropriated the respective sums of money therein stated as the appropriation made for each improvement or purpose, such sums amounting in the aggregate to \$2,475,000, and further including the aggregate sum of \$123,750 as the several down payments for the improvements or purposes required by the Local Bond Law. The down payments have been made available by virtue of provision for down payment or for capital improvement purposes in one or more previously adopted budgets.

Section 2. In order to finance the cost of the several improvements or purposes not covered by application of the several down payments, negotiable bonds are hereby authorized to be issued in the principal amount of \$2,351,250 pursuant to the Local Bond Law. In anticipation of the issuance of the bonds, negotiable bond anticipation notes are hereby authorized to be issued pursuant to and within the limitations prescribed by the Local Bond Law.

Section 3. The several improvements hereby authorized and the several purposes for which the bonds are to be issued, the estimated cost of each improvement and the appropriation therefor, the estimated maximum amount of bonds or notes to be issued for each improvement and the period of usefulness of each improvement are as follows:

<u>Purpose</u>	<u>Appropriation &amp; Estimated Cost</u>	<u>Estimated Maximum Amount of Bonds &amp; Notes</u>	<u>Period of Usefulness</u>
Undertaking of the Road Improvement Program, including all work and materials necessary therefor and incidental thereto.	\$1,300,000	\$1,235,000	10 years
Acquisition of equipment for the Police Department, including all related costs and incidentals thereto.	\$50,000	\$47,500	10 years
Improvements to various fields throughout the Borough, including all work and materials necessary therefor and incidental thereto.	\$425,000	\$403,750	15 years
Acquisition of vehicles and equipment for the Fire Department, including all related costs and incidentals thereto.	\$200,000	\$190,000	5 years
Various improvement to municipal buildings and grounds, including all work and materials necessary therefor and incidental thereto.	\$500,000	\$475,000	15 years
TOTAL:	<u>\$2,475,000</u>	<u>\$2,351,250</u>	

The excess of the appropriation made for each of the improvements or purposes aforesaid over the estimated maximum amount of bonds or notes to be issued therefor, as above stated, is the amount of the down payment for each purpose.

Section 4. All bond anticipation notes issued hereunder shall mature at such times as may be determined by the chief financial officer; provided that no bond anticipation note shall mature later than one year from its date, unless such bond anticipation notes are permitted to mature at such later date in accordance with applicable law. The bond anticipation notes shall bear interest at such rate or rates and be in such form as may be determined by the chief financial officer. The chief financial officer shall determine all matters in connection with bond

anticipation notes issued pursuant to this bond ordinance, and the chief financial officer's signature upon the bond anticipation notes shall be conclusive evidence as to all such determinations. All bond anticipation notes issued hereunder may be renewed from time to time subject to the provisions of the Local Bond Law or other applicable law. The chief financial officer is hereby authorized to sell part or all of the bond anticipation notes from time to time at public or private sale and to deliver them to the purchasers thereof upon receipt of payment of the purchase price plus accrued interest from their dates to the date of delivery thereof. The chief financial officer is directed to report in writing to the governing body at the meeting next succeeding the date when any sale or delivery of the bond anticipation notes pursuant to this bond ordinance is made. Such report must include the amount, the description, the interest rate and the maturity schedule of the bond anticipation notes sold, the price obtained and the name of the purchaser.

Section 5. The Borough hereby certifies that it has adopted a capital budget or a temporary capital budget, as applicable. The capital or temporary capital budget of the Borough is hereby amended to conform with the provisions of this bond ordinance to the extent of any inconsistency herewith. To the extent that the purposes authorized herein are inconsistent with the adopted capital or temporary capital budget, a revised capital or temporary capital budget has been filed with the Division of Local Government Services.

Section 6. The following additional matters are hereby determined, declared, recited and stated:

(a) The improvements or purposes described in Section 3 of this bond ordinance are not current expenses. They are all improvements or purposes that the Borough may lawfully undertake as general improvements, and no part of the cost thereof has been or shall be specially assessed on property specially benefitted thereby.

(b) The average period of usefulness, computed on the basis of the respective amounts of obligations authorized for each purpose and the reasonable life thereof within the limitations of the Local Bond Law, is 11.46 years.

(c) The Supplemental Debt Statement required by the Local Bond Law has been duly prepared and filed in the office of the Clerk, and a complete executed duplicate thereof has been filed in the office of the Director of the Division of Local Government Services in the Department of Community Affairs of the State of New Jersey. Such statement shows that the gross debt of the Borough as defined in the Local Bond Law is increased by the authorization of the bonds and notes provided in this bond ordinance by \$2,351,250, and the obligations authorized herein will be within all debt limitations prescribed by that Law.

(d) An aggregate amount not exceeding \$750,000 for items of expense listed in and permitted under N.J.S.A. 40A:2-20 is included in the estimated cost indicated herein for the purposes or improvements.

Section 7. The Borough hereby declares the intent of the Borough to issue bonds or bond anticipation notes in the amount authorized in Section 2 of this bond ordinance and to use the proceeds to pay or reimburse expenditures for the costs of the purposes or improvements described in Section 3 of this bond ordinance. This Section 7 is a declaration of intent within the meaning and for purposes of the Treasury Regulations.

Section 8. Any grant moneys received for the purposes or improvements described in Section 3 hereof shall be applied either to direct payment of the cost of the improvements or to payment of the obligations issued pursuant to this bond ordinance. The amount of obligations authorized but not issued hereunder shall be reduced to the extent that such funds are so used.

Section 9. The chief financial officer of the Borough is hereby authorized to prepare and to update from time to time as necessary a financial disclosure document to be distributed in connection with the sale of obligations of the Borough and to execute such disclosure document on behalf of the Borough. The chief financial officer is further authorized to enter into the appropriate undertaking to provide secondary market disclosure on behalf of the Borough pursuant to Rule 15c2-12 of the Securities and Exchange Commission (the "Rule") for the benefit of holders and beneficial owners of obligations of the Borough and to amend such undertaking from time to time in connection with any change in law, or interpretation thereof, provided such undertaking is and continues to be, in the opinion of a nationally recognized bond counsel, consistent with the requirements of the Rule. In the event that the Borough fails to comply with its undertaking, the Borough shall not be liable for any monetary damages, and the remedy shall be limited to specific performance of the undertaking.

Section 10. The full faith and credit of the Borough are hereby pledged to the punctual payment of the principal of and the interest on the obligations authorized by this bond ordinance. The obligations shall be direct, unlimited obligations of the Borough, and the Borough shall be obligated to levy *ad valorem* taxes upon all the taxable real property within the Borough for the payment of the obligations and the interest thereon without limitation of rate or amount.

Section 11. This bond ordinance shall take effect 20 days after the first publication thereof after final adoption, as provided by the Local Bond Law.

MICHAEL GHASSALI, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

INTRODUCED: 03-30-2019

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Russo-Vogelsang		

ADOPTED: 05-14-2019

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Russo-Vogelsang		

**BOROUGH OF MONTVALE**  
**BERGEN COUNTY, NEW JERSEY**  
**ORDINANCE NO. 2019-1469**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 9<sup>th</sup> day of April 2019, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 30<sup>th</sup> day of April 2019 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk  
Borough of Montvale

**AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 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		2019 Salary Range	
1.	Fire Prevention Official	\$20,000 -	41,000
2.	Fire Inspector/ Senior/Deputy Fire Official	\$9,000 -	22,000
3.	Police Chief	\$197,000 -	225,000
4.	Police Captain	\$171,000 -	200,000
5.	Special Police Officer Class III	\$40,000 -	45,000

**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:

**SECTION 4.** 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 5.** This ordinance shall be operative as of January 1, 2019, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

**SECTION 6.** All other ordinances and parts of ordinances inconsistent herewith are hereby appealed.

**SECTION 7.** This ordinance shall take effect immediately upon publication in the manner provided by Law.

\_\_\_\_\_  
MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC  
Municipal Clerk

\_\_\_\_\_  
INTRODUCED: 04-09-2019

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Russo-Vogelsang		

ADOPTED: 04-30-2019

Councilmember	Yes	No
Arendacs		
Curry		
Gloeggler		
Koelling		
Lane		
Russo-Vogelsang		



**PUBLIC MEETING  
MINUTES**

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:33PM. Adequate notification was published in the official newspaper of the Borough of Montvale. Master Sergeant Dieter Koelling, led the Pledge of Allegiance to the Flag, and roll call was taken.

**OPEN PUBLIC MEETING STATEMENT**

Adequate notice of this meeting was provided to The Bergen Record and/or 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).

Also Present: Mayor Mike Ghassali; Borough Attorney, Joe Voytus; Borough Engineer, Andrew Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan;

**ROLL CALL:**

Councilmember Arendacs  
Councilmember Curry  
Councilmember Gloegler

Councilmember Koelling  
Councilmember Lane  
Councilmember Russo-Vogelsang

**Mayor for a Day – Hadley Pinkwater**

**SWEARING IN:** Lieutenant/Christopher Hawken

**PROCLAMATION:** 2019/UDrive.UText.UPay/Distracted Driving Crackdown- April 1-21, 2019

**ORDINANCES:**

**PUBLIC HEARING ORDINANCE NO: 2019-1468** CALENDAR YEAR 2019 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A: 4-45.14)

**WHEREAS**, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year's final appropriations, subject to certain exceptions; and,

**WHEREAS**, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

**WHEREAS**, the governing body of the Borough of Montvale in the County of Bergen finds it advisable and necessary to increase its CY 2019 budget by up to 3.5% over the previous year's final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

**WHEREAS**, the governing body hereby determines that a 1.0% increase in the budget for said year, amounting to \$110,357.66 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

**WHEREAS**, the governing body hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

**NOW THEREFORE BE IT ORDAINED**, by the governing body of the Borough of Montvale in the County of Bergen, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the

CY 2019 budget year, the final appropriations of the Borough of Montvale shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$386,251.81, and that the CY 2019 municipal budget for the Borough of Montvale be approved and adopted in accordance with this ordinance; and,

**BE IT FURTHER ORDAINED**, that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

**BE IT FURTHER ORDAINED**, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

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

A motion Introduced for second reading Ordinance No 2019-1468 by Councilman Russo-Vogelsang; seconded by Councilwoman Koelling; Clerk read by title only.

Motion to open meeting to public by Councilman Lane; seconded by Councilman Koelling - All ayes

**NO PUBLIC COMMENT**

Motion to close meeting to the public by Councilwoman Lane; seconded by Councilman Koelling - All ayes.

Motion to adopt on Second and Final Reading in Ridgewood News by Councilwoman Lane; seconded by Councilman Koelling - All ayes on a roll call vote

**INTRODUCTION OF ORDINANCE NO 2019-1469** AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 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

(Public Hearing 4/30/19)

A motion to Introduce Ordinance **2019-1468** for first reading was made by Councilmember Russo-Vogelsang; seconded by Councilmember Koelling; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Ridgewood News; seconded by Councilmember Koelling - A roll call was taken – all ayes

**MEETING OPEN TO PUBLIC:**

Agenda Items Only

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Koelling – all ayes

**NO PUBLIC COMMENT**

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Koelling – all ayes

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:**

March 26, 2019

A motion to accept minutes by Councilmember Koelling; seconded by Councilmember Arendacs  
– all ayes – Councilmember Lane abstained

**MINUTES CLOSED/EXECUTIVE SESSION:**

March 26, 2019

A motion to accept minutes by Councilmember Koelling; seconded by Councilmember Arendacs  
– all ayes – Councilmember Lane abstained

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

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

**95-2019 Authorize Refund of Recreation Program / Summer Camp**

**BE IT RESOLVED**, the below individual is hereby granted a refund for Summer Camp  
Elizabeth Waldt online registration \$709.99

**96-2019 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 \$1,350.00 stipend for 2018, totaling \$28,350 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.

**97-2019 A Resolution To Acknowledge The Acquisition Of Professional Insurance Associates, Inc. & PIA Security Program, Inc. in Accordance With The Public Contract For Insurance Consulting Services for 2019**

**WHEREAS**, the Borough of Montvale (hereinafter, the Municipality), in accordance with the By-Laws of the respective Joint Insurance Fund(s) for which the Municipality is a Member, requires the appointment of a licensed insurance professional to consultant and advise on all insurance-related matters; and

**WHEREAS**, the Municipality appointed Professional Insurance Associates, Inc. and PIA Security Programs, Inc. (hereinafter, collectively PIA) to perform such services for the 2019 contract period and further, the Municipality recently received notification of the merger/acquisition of PIA by World Insurance Associates, LLC, (hereinafter, World) based in Tinton Falls New Jersey; and

**WHEREAS**, the Municipality has been informed, that PIA will operate as an independent division of World and as such, the existing staff management and physical location will continue to serve the Municipality and specifically, meet all the contractual requirements and obligations set forth in the existing PIA contract(s).

**NOW, THEREFORE BE IT RESOLVED**, the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey hereby acknowledges receipt of notification of the acquisition/merger of PIA and World Insurance Associates, Inc.; and

**BE IT FURTHER RESOLVED**, the Municipality accepts the representations made by both PIA and World to honor and deliver the insurance and consultation services the Municipality has known and expects and specifically, meets the contractual obligations set forth and agreed through the existing contract(s). All terms conditions and representations remain unchanged.

**BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be forwarded to the Certified Municipal Finance Officer, Municipal Auditor and the Municipal Risk Management Consultant, Professional Insurance Associates, a division of World Insurance Associates, LLC, located at 429 Hackensack Street, Carlstadt, NJ 07072.

**98-2019 Authorize Agreement Montvale Police Department/Park Ridge Pistol Range/ Years 2019- 2023**

**WHEREAS**, the Borough of Montvale and the Borough of Park Ridge have an Agreement wherein the Borough of Park Ridge has agreed to make their pistol range facility available to the Police Department of the Borough of Montvale, one day per week, for five years commencing 2019 - 2023, for the purpose of practice and qualifying their member for use of a fire arm for an annual fees charges as follows Year 2019 - \$4,500.00 Year 2020 - \$5,500.00 Year 2021 \$6,500.00 Year 2022 - \$6,500.00 and Year 2023 \$6,500.00; and

**WHEREAS**, the Certified Municipal Finance Officer has certified that fund have been appropriated in the 2019 Police Department Budget which is attached to the original of this resolution; and

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey hereby approve the Pistol Range Agreement between the Borough of Montvale and Borough of Park Ridge as hereby approved with the terms and conditions therein stated in the attached agreement.

**99-2019 A Resolution Declaring an Emergency Affecting Public Health, Safety and Welfare and Ratifying the Emergency Contract Awarded Pursuant to N.J.S.A. 40A:11-6, N.J.A.C. 5:34-6.1 and N.J.A.C. 5:23-2.32(B) to Caravella Demolition, Inc.**

**WHEREAS**, on March 22, 2019, the Borough of Montvale Construction Official issued a Notice of Unsafe Structure concerning the building and property located at 79 West Grand Avenue in the Borough of Montvale; and

**WHEREAS**, said Notice provided that based upon an inspection of the building on March 21, 2019, the building was deemed to be in danger of imminent total structural collapse; and

**WHEREAS**, the Borough Engineer conducted a structural assessment of the building which also determined that it was in danger of imminent collapse, because all interior structural elements of the building had been removed by a contractor performing work therein; and

**WHEREAS**, said condition represented a threat to the health, safety and welfare of the public; and

**WHEREAS**, this emergency situation could not have been reasonably foreseen by the Borough; and

**WHEREAS**, the Borough Council is satisfied based upon the Notice of Unsafe Structure from the Borough Construction Official dated March 22, 2019, and the Report from Nabil M. Ghanem, P.E. of Maser Consulting, dated March 25, 2019, that the conditions at the building at 79 West Grand Avenue represented a danger to the health, safety and welfare of the general public and thus constituted an "imminent emergency" for purposes of N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1; and

**WHEREAS**, the property owner was advised that pursuant to N.J.A.C. 5:23-2.32(B)(2), the property would be demolished by the Borough of Montvale on March 26, 2019, if the property owner did not take the necessary steps to demolish the structure or cure the unsafe conditions by March 25, 2019; and

**WHEREAS**, the property owner was aware of the issuance of the Notice of Unsafe Structure but took no steps to demolish the building or otherwise cure the unsafe conditions by March 25, 2016; and

**WHEREAS**, the Borough did therefore engage Caravella Demolition, Inc. to demolish the structure for the health, safety and welfare of the public; and

**WHEREAS**, the cost of the demolition was \$43,256.00 pursuant to a proposal dated March 22, 2019 submitted to the Borough of Montvale; and

**WHEREAS**, the structure was in fact demolished by Caravella on March 26-27, 2019; and  
**WHEREAS**, pursuant to N.J.A.C. 5:23-2.32(B)(4) and (5), the Construction Official was authorized by law to procure the necessary labor and materials to perform the required work as expeditiously as possible, and to pay for such labor and materials out of the Borough's funds; and  
**WHEREAS**, pursuant to N.J.A.C. 5:23-2.32(B)(5), the Borough is authorized to institute appropriate proceedings to recover same from the property owner.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council as follows:

1. The recitals set forth above are incorporated herein as if set forth at length.
2. The Borough Council hereby declares that the situation at 79 West Grand Avenue constituted an "imminent emergency" justifying the use of emergency procurement procedures by the Borough Construction Official pursuant to N.J.A.C. 5:23-2.32.
3. The contract entered into with Caravella Demolition, Inc. in the amount of \$43,256.00 is hereby ratified and reaffirmed.
4. A copy of the March 22, 2019 Notice of Unsafe Structure from the Construction Official and the March 25, 2019 Letter Report from the Borough Engineer shall be filed in the minutes along with this Resolution.
5. The Borough Attorney and all other appropriate officials are hereby directed, authorized and empowered to take all steps necessary to recover the cost of this demolition from the property owner(s).

**100-2019 A Resolution Approving a Contract with Chief of Police Joseph Sanfilippo**

**WHEREAS**, Chief of Police Joseph Sanfilippo has requested that the Borough provide him with a contract concerning his employment with the Borough of Montvale for the years 2019 through 2021; and

**WHEREAS**, the Police Committee has engaged in negotiations with the Chief and has recommended execution of a contract that has been provided to the Mayor and Council.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Borough Clerk are hereby authorized and empowered to execute the contract with the Chief of Police, subject to approval as to form by the Borough Attorney.

**101-2019 A Resolution Approving a Contract with Captain of Police Douglas McDowell**

**WHEREAS**, Captain of Police Douglas McDowell has requested that the Borough provide him with a contract concerning his employment with the Borough of Montvale for the years 2019 through 2021; and

**WHEREAS**, the Police Committee has engaged in negotiations with the Captain and has recommended execution of a contract that has been provided to the Mayor and Council.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Borough Clerk are hereby authorized and empowered to execute the contract with the Captain of Police, subject to approval as to form by the Borough Attorney.

**102-2019 Amending Resolution No. 70-2019 To Establish Recreational Fees for Year 2019 To add a new program/Golf**

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

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

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

**TIME SCHEDULE FOR SKATING RINK:**Weekdays:

8:00AM - 2:00PM Pickleball  
2:00PM - Dusk Roller/Street Hockey

Weekends:

8:00AM - 10:00AM Pickleball  
10:00AM - 2:00PM Roller/Street Hockey  
2:00PM - 5:00PM Pickleball  
5:00PM - Dusk Roller/Street Hockey

<b>PROGRAMS:</b>	<b>RESIDENT</b>	<b>NON-RESIDENT</b>
<b>Basketball - 18+</b>	\$50	\$75
<b>Basketball - 30+</b>	\$75	\$95
<b>BolliX</b>	\$80	\$100
<b>BolliX- mini</b>	\$40	\$50
<b>Golf</b>	<b>\$105 per 6 week session</b>	<b>\$125 per 6 week session</b>
<b>Summer Camp: Grades 1-5</b>	\$320/CHILD \$960/FAMILY MAX	\$380/CHILD \$1140/FAMILY MAX
<b>Adventure Camp: Grades 6-7</b>	\$400/CHILD	\$460/CHILD

**RESIDENT/NON-RESIDENT:** \$30 Additional Fee after Registration Period. \$25 late charge for every 15 minutes a child is left under care after camp dismissal. Payment shall be made directly to the Camp Director or Asst. Director and turned over to the Borough of Montvale.

**Tae Kwon-Do**

Tae Kwon-Do - Youth	\$120	*\$180 (*space permitting)
Tae Kwon-Do - Adult	\$80	\$100
<b>Tai Chi</b>	\$80	\$100
Montvale Seniors Club Discount:	\$40	

	<b>RESIDENT</b>	<b>NON-RESIDENT</b>
<b>Tennis Lessons- Adult/Child</b>	\$80 per 6-week session \$65 per 5-week session	\$120 per 6-week session \$100 per 5-week session
<b>Tennis Badges</b>	\$30 Adult (Ages 18-61)	\$60 Adult (Ages 18-61)
(Green Acres/ Approval Required)	\$10 Child (up to 17 yrs. old)	\$20 Child (up to 17 yrs. old)
	\$50 Family max.	\$100 Family max.
	Free Seniors 62+	\$10 Seniors 62+

**RESIDENT/NON-RESIDENT:** \$10 Fee for Replacement Tennis Badge

<b>Volleyball - Adult</b>	\$50	\$75
<b>Volleyball- Girls</b>	\$80	\$100
<b>Yoga</b>	\$80	\$100
<b>Yoga - mini</b>	\$40	\$50
<b>Adult Soccer</b>	<b>\$15 per 10-week session</b>	<b>\$20 per 10-week session</b>

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

**BOROUGH OF MONTVALE****APRIL 9, 2019**

**WHEREAS**, Montvale Athletic League ("MAL"), Montvale Recreation and Pascack Hills High School shall have first priority field scheduling use and shall be provide a schedule to the Field Coordinator no later than February 1<sup>st</sup>.

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

**FIELD USE: 2019****Resident Team****Resident Team****Non-**

Field Use- Ballfields- Baseball or Softball season  
(Memorial, Fieldstone, or LaTrenta)

\$200 per season

\$400 per

Field Use- Turf Field- Soccer or Lacrosse  
(Fieldstone) \*\*\*MAL endorsed programs in sports that are not offered by MAL, and which have Montvale residents participating, shall be charged the resident fee for field use.

\$25 per hour

\$50 per hour

Turf Field Fees shall not exceed \$7,000 per season for any one organization. \*\*Add 15% to total, if lights are requested at any field.

Corporation One Day Field Use

\$ 200

\$ 400

(1 scheduled day plus 2 rain dates)

**Tennis Courts Daily Group Rate:** \$25/day (Maximum Reservation of 2 courts per location at any time).

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

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

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

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

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

**Corporate Fees:** Corporate fees paid to the borough for field use, whether Resident Corporation or Non-Resident Corporation, will entitle the user to 1 field reservation time slot and up to 2 additional time slots that are designated as "rain dates".

**Season:** Spring season will begin March 1 and end July 31. Fall season will begin August 1 and end December 31.

No credit for unused Field Time Slots

All organizational (i.e. club team) play will be considered a non-resident teams.

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

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

1. Montvale Athletic League, Recreation and Pascack Hills High School
2. Resident: Not-For-Profit Entity
3. Resident: For Profit Entity
4. Non-Resident: Not-For-Profit Entity
5. Non-Resident: For-Profit Entity

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

**103-2019 Emergency Temporary Appropriation**

**WHEREAS**, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2019 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 2019 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund     \$1,894,107.00

**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     \$484,200.00

2. That said emergency temporary appropriation (will be) provided in the 2019 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"

## Mayor and Council:

Salaries and Wages	\$1,500.00
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Other Expenses	12,000.00
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## Borough Clerk

Salaries and Wages	3,000.00
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## Engineering Services and Costs:

Other Expenses	25,000.00
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## Garbage and Trash Removal:

Other Expenses	50,000.00
----------------	-----------

## Public Buildings and Grounds:

Other Expenses	45,000.00
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## Environmental Commission:

Other Expenses	11,500.00
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## Welfare Administration:

Salaries and Wages	1,000.00
--------------------	----------

Other Expenses	200.00
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	<u>149,200.00</u>
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## General Appropriations

## Operations – Excluded from "CAPS"

## Sewer Processing and Disposal:

Contractual	<u>200,000.00</u>
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## Capital Improvements – Excluded from "CAPS"

Various Improvements – Buildings & Grounds	<u>135,000.00</u>
--	-------------------

	<u>\$484,200.00</u>
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Introduced by Councilmember Koelling; seconded by Councilmember Lane - a roll call vote was taken - all ayes



**BILLS:** Municipal Clerk read the Bill Report.

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

**REPORT OF REVENUE:** Municipal Clerk read the Report of Revenue – March

**COMMITTEE REPORTS:**

**Council President Gloeggler**

Regional Board of Ed

March 19, Unity in the Valley, very inspirational; Next meeting is April 15;

TV Access

Filming monthly shows; Mayor Ghassali will be interviewed

**Councilmember Curry**

Board of Health

Next meeting is scheduled for May 6

Newsletter

Please send articles and announcements to Carol Manhart at borough hall

Chamber of Commerce

Doing final preparations for the Street Fair; also involved in the 125 Anniversary celebration;

April 17 business breakfast at Davey's Irish Pub;

**Councilmember Lane**

Fire Dept

10 fire calls, 2 drills

Finance

April 30 will be the public hearing of the budget

**Councilmember Arendacs**

DPW

Would like to commend the staff of the DPW for making the roads safe during the winter months; will begin to fix potholes;

Engineer

2019 road paving program will begin August, roads will be listed on the website

**Councilmember Koelling**

Tri-Boro

Montvale logged: 51 calls; 676 miles; 45 crew hours

Police

Monthly report included in original minutes

Environmental Commission

April 13 Montvale Clean Up day; April 27 at Lions Park in Upper Saddle River will have electric cars show case; the commission has an open Alternate #2 position;

**Councilmember Russo-Vogelsang**

Local BOE

24 students attended model UN conference in NYC; Spring break April 19 – April 29; Fieldstone Middle School will have 3 R's day, Respect, Reflect and Remember on May 17;

Recreation

Spring Fling is May 4<sup>th</sup> – 10am-12pm at Fieldstone Middle School; Day in Park, Saturday, September 21 with rain date, Sunday, September 22; Summer Camp will run from July 1 – July 26, registration is ongoing;

125<sup>th</sup> Celebration

Working on a float for the Memorial Parade; the schools are involved as well; KPMG will be sponsoring the food for the picnic, other donations thus far are from Maser Consulting, borough engineer; Sharp Electronics and Bank of America

**Mayor's Report**

Met with 18 French Exchange students; attended the NJ League of Mayor's conference and the main topic was Marijuana legalization trying to get it passed this year;

**ENGINEER'S REPORT:**

Andrew Hipolit

Report/Update

- a. NJDOT/2019 Municipal Aid Program Funding Award/Various Streets & Roads

Montvale was awarded a grant to continue to pave east on Chestnut Ridge Road;

- b. Update HVAC

The work will be done in phases; employees will be displaced up towards one week at a time; work should be completed by September;

- c. Paragon Drive Paving Repairs

Repairs will begin in May before the Street Fair

**ATTORNEY REPORT:**

Joe Voytus, Esq.

Report/Update

No Report

**UNFINISHED BUSINESS:**

None

**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.

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

Paul Walsh, Ellsworth Terrace

The overflow from Akers Ave are now parking on Ellsworth; after a brief discussion it was decided possible no parking signs with specific times; Mayor Ghassali suggested to schedule a meeting with residents from Akers and Ellsworth to further discuss.

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

**ADJOURNMENT:**

Budget Public Hearing: April 30, 2019

The next Meeting of the Mayor and Council will be held April 30, 2019 at 7:30 p.m.

**ADJOURNMENT**

Motion to adjourn Public Meeting by Councilmember Lane; seconded by Councilmember Koelling  
- all ayes

Meeting was adjourned at 8:30pm

**Respectfully submitted, Fran Scordo, Deputy Municipal Clerk**

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 106-2019**

**RE: Authorize Refund of Recreation Program/Summer Camp/S. Park**

**BE IT RESOLVED**, the below individual is hereby granted a refund for Summer Camp Sungah Park online registration \$417.59

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

**Adopted: April 30, 2019**

**ATTEST:**

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

**APPROVED:**

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 107-2019**

**RE: Award Professional Service Contract /Engineering Services /2019 Bergen County Municipal Program Park Improvement Grant Application/Installation of Two Synthetic Turf Bocce Courts**

**WHEREAS**, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer to provide professional services to prepared a declaration of Intent To apply and all other related requirements for the submission of the 2019 Bergen County Municipal Park Open Space Grant Application to be submitted for Block 2305/Lot 13 1 Memorial Drive, Memorial Field/Montvale Recreation Center/ Montvale, NJ ; 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, 200 Valley Road, Suite 400, Mt. Arlington, NJ 07856 has submitted a proposal dated April 15, 2019 to provide the engineering services for services which are detailed and attached to the original of this resolution, and

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

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

- 1) That the proposal for the scope of engineering services is attached to this resolution which is made part of this resolution shall be awarded to Maser Consulting.
- 2) That the following be provided: Declaration of Intent To Apply/Application Requirements For 2019 BC Municipal Program Park Improvement Grant Application
- 3) The cost not to exceed shall be \$3,800.00. The Engineer shall be required to submit itemized bills and payment shall be made based upon services rendered. The rates for this work are in accordance with the hourly contractual agreement with the Borough of Montvale.

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

Account:

Not To Exceed:\$3,800.00

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

**Adopted: April 30, 2019**

**ATTEST:**

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

**APPROVED:**

\_\_\_\_\_  
Michael Ghassali  
Mayor



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

400 Valley Road, Suite 304  
Mount Arlington, NJ 07856  
T: 973.398.3110  
F: 973.398.3199  
[www.maserconsulting.com](http://www.maserconsulting.com)

April 15, 2019

**VIA E-MAIL**

Maureen Iarossi-Alwan  
Borough Clerk/Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, NJ 07645

Re: 2019 Bergen County Municipal Program Park Improvement Grant Application  
Professional Engineering Services  
Memorial Field/ Montvale Recreation Center  
Block 2305, Lot 13; 1 Memorial Drive  
Borough of Montvale, Bergen County, New Jersey  
MC Project No. MVB-003P

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to submit this proposal for professional engineering services associated with the 2019 Bergen County Municipal Program Park Improvement Grant Application related to the proposed installation of two (2) synthetic turf bocce courts.

**Proposed Schedule:**

<b><u>Milestone</u></b>	<b><u>Date</u></b>
Declaration of Intent to Apply (Submitted)	March 19, 2019
Request Ads to Newspaper	April 30th
Advertise Hearing Display & Legal Ad (at least 10 days prior to the hearing)	May 3rd
Draft Resolution and Talking Points to Borough	May 7th
Public Hearing & Resolution Authorization	May 14th
Draft Application for Borough Review	May 13th
Application Deadline	May 20, 2019

This effort includes completion of the required declaration of intent to apply and application; correspondence and coordination with the Borough as necessary; drafting of the required display advertisement for the public hearing to discuss the project; drafting of the required resolution;



preparation of supporting documents including a detailed cost estimate, project schedule, necessary aerial mapping, conceptual site plan and site photos as required; correspondence and coordination with vendors; and, correspondence with the appropriate representative at the County.

Declaration of Intent to Apply Requirements

- **This was submitted prior to the deadline of Tuesday, March 19, 2019**
- Basic applicant and project location information
- Brief project description
- Estimate total cost of project and grant request
- Retain signature of authorized official

Application Requirements

- **Due Monday, May 20, 2019**
- 8.5 x 11 in. Site Location Map/Street Map
- 8.5 x 11 in. Tax Map
- Information on project costs and funding sources
- Project Budget on professional letterhead, prepared and signed by an NJ-licensed engineer to include:
  - Eligible construction costs
  - Allowance for engineering costs, not to exceed 13 percent (13%) of construction costs
  - Allowance for incidental costs, not to exceed 2% of construction costs, or \$20,000, whichever is less
  - Estimated permit fees associated with the project
  - Estimated cost of the preliminary assessment and further testing
  - Contingency, not to exceed 10% of construction cost
- Detailed description of scope of work
- Narratives on Master Plan consistency, ADA compliance, Historic Preservation Assessment
- Project Schedule for completion of:
  - Complete Plans, Specifications, and Bid Documents
  - Apply for/obtain Permits (if necessary)
  - Advertise for Bids/Quotes
  - Award of Construction and/or Purchase Contracts
  - Begin Construction
  - Complete Construction
  - Submit Reimbursement Request to County
- Narrative on project need
- Conceptual site plan, drawn to scale, indicating proposed park developments, existing topography, facilities, improvements, natural features, proposed areas clearing three (3) or more trees, and any other relevant existing physical features
- Color site photographs



- Obtain NJDEP Heritage Search Report, if applicable
- Historic Preservation Assessment, if applicable
- Provide draft of the Municipal Resolution, to be signed or sealed
- Provide draft Public Hearing notice
- Obtain minutes of Public Hearing from Borough
- Obtain Borough signature for Application Certification

Based on the scope detailed above, MASER will provide the services for preparation of a complete grant application for a cost not to exceed **\$3,800.00**.

The above services will be provided on a cost basis not to exceed the listed amount. The hourly rate schedule and services required will be performed in accordance with the Borough Engineering Contract authorized by the Borough of Montvale.

If you have any questions or require additional information, please do not hesitate to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'A. Hipolit', with a long horizontal flourish extending to the right.

Andrew R. Hipolit, P.E., P.P., C.M.E.  
Borough Engineer

ARI/ka/dlp



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 108-2019**

**RE: Authorize Montvale Borough Hall HVAC/Upgrades Change Order #1/Air Systems Maintenance, Inc.**

**WHEREAS**, the Borough of Montvale awarded a contract on March 12, 2019 to Air Systems Maintenance, Inc. in connection with the Montvale HVAC Upgrades and Maintenance Contracts Project; and

**WHEREAS**, base bid was awarded in the amount of \$386,681.00 to the following:  
Air Systems Maintenance, Inc. 718 Jefferson Avenue, Kenilworth, New Jersey 07033

**WHEREAS**, this contract was awarded via Resolution #76-2019; and

**WHEREAS**, the Borough Engineer in a detailed letter dated April 17, 2019 recommends Change Order #1 in the amount of \$19,760.00 as an increase to the contract as indicated during the course of the evaluation it was determined four variable speed drives in the second floor mechanical room are not functioning properly; and

**WHEREAS**, Change Order #1 is hereby authorized to be issued to Air Systems Maintenance, Inc. in the amount of \$19,760.00; and

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

Total Contract Base Bid Amount	\$	386,681.00
Change Order #1	\$	19,760.00
New Project Total	\$	406,441.00

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

Account # C-04-55-447-COO  
Amount # 19,760.00

**Adopted: April 30, 2019**

ATTEST:

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

APPROVED:

\_\_\_\_\_  
Michael Ghassali  
Mayor



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

400 Valley Road, Suite 304  
Mount Arlington, NJ 07856  
T: 973.398.3110  
F: 973.398.3199  
www.maserconsulting.com

April 17, 2019

VIA E-MAIL

Maureen Iarossi-Alwan  
Borough Clerk/Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, NJ 07643

Re: **Change Order No. 1**  
Montvale Borough Hall HVAC Upgrades  
12 Mercedes Drive  
Borough of Montvale, Bergen County, NJ  
**MC No. MVB-564**

Dear Ms. Iarossi-Alwan:

As you are aware, Air Systems Maintenance, Inc., had been on-site following their pre-construction meeting to finalize their schedule for the required upgrades and to become more familiar with the HVAC system. During the course of their evaluation, they became aware that there were four variable speed drives in the second-floor mechanical room that were not functioning properly. These are the air-handler units which are designed to provide the variable speed air-flow throughout the building. They have proposed to remove and replace the drives for these units at a cost of \$19,760.00 (see attached).

The Contract breakdown is as follows:

Original Contract Amount (Base Bid only)	\$386,681.00
<b><i>Proposed Change Order No. 1</i></b>	<u>19,760.00</u>
Adjusted Contract Amount	\$406,441.00

Proposed Change Order No. 1 is an increase of 5.1% in the overall contract amount. Based on our review of the additional contract items, we recommend that the Mayor and Council approve this Change Order in the amount of \$19,760.00 to Air Systems Maintenance, Inc.

Our recommendation is subject to the approval by the Borough Attorney and the Mayor and Council and certification of funds by the Borough.

*AC/C-04-55-447-CDD*



Maureen Iarossi-Alwan  
MC Project No. MVB-564  
April 17, 2019  
Page 2 of 2

If you have any questions on this matter, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'ARH', is written over a horizontal line.

Andrew R. Hipolit, P.E., P.P., C.M.E.  
Borough Engineer

ARH/cld/dlp

Attachment

cc: Mayor and Council (via Clerk/Administrator)  
Chris Gruber, Building Inspector ([ceruber@montvaleboro.org](mailto:ceruber@montvaleboro.org))  
Philip Boggia, Esq., Borough Attorney ([philip@boggiaw.com](mailto:philip@boggiaw.com))

r:\projects\mvb\mhb-564 hvac emergency repairs\correspondence\out\190417\_arh\_iarossi-alwan\_mvb564\_col.docx



**Air Systems Maintenance, Inc.**  
Phone (908) 241-1555

**718 Jefferson Ave. Kenilworth, N.J. 07033**  
Fax (908) 241-8111

### CHANGE ORDER REQUEST

To: Borough of Montvale  
Attention: Mr. Jeff Fette  
E-Mail: [jfette@montvaleboro.org](mailto:jfette@montvaleboro.org)  
Job Name / Number: Montvale HVAC Upgrades - Project # MVB564  
Location: Montvale, New Jersey  
Date: 4/1/19

Description of Change Request:

Replace existing, non-working, Snider Electric HV 9000 variable frequency drives with new ABB drives, including; disconnect, remove and dispose of existing, supply and install new ABB drives, all electrical disconnect and re-connect, all necessary low voltage controls inputs and wiring, programming, all necessary check, test and start-up, one year warranty.

New drives to replace existing include;

One (1) 25 Hp, One (1) 20 Hp, One (1) 10 Hp, One (1) 7 ½ Hp - all 460v/3ph

Drives to be purchased with manufacturer's test and start up.

Cost Breakdown - Material .....	\$12,625.00
Sub-Contractors .....	6,095.00
Check/test/start and warranty .....	1,040.00
Total amount this request .....	\$19,760.00

Submitted By: Ray Leffler

Date: 4/1/19

Accepted:

Date:

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 109-2019**

**RE: A Resolution Certifying a Lien against the property known as 79 West Grant Avenue For Costs Incurred by the Borough of Montvale for the Demolition of Structure**

**WHEREAS**, An Emergency Affecting Public Health, Safety and Welfare and Ratifying the Emergency Contract was declared and a contract awarded Pursuant to N.J.S.A. 40A:11-6, N.J.A.C. 5:34-6.1 and N.J.A.C. 5:23-2.32(B) to Caravella Demolition, Inc. via Resolution No. 99-2019 for an unsafe structure which is attached to the original of this resolution; and

**WHEREAS**, on March 22, 2019, the Borough of Montvale Construction Official issued a Notice of Unsafe Structure concerning the building and property located at 79 West Grand Avenue in the Borough of Montvale; and

**WHEREAS**, the owner of said property did not comply with this notice and did not abate the identified violations; and

**WHEREAS**, the cost to remove the unsafe structure was \$43,256.00 at 79 West Grand Avenue; and

**WHEREAS**, it is the desire of this Governing Body, in accordance with Borough Code, to approve said costs and to authorize the imposition of a lien against the property.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey, that a lien for the bill submitted by the vendor Caravella Demolition and paid by the Borough of Montvale is hereby placed as a certified lien against the property known as 79 West Grand Avenue in the Borough of Montvale; and

**BE IT FURTHER RESOLVED** that said lien shall be added to and become and form a part of the taxes next to be assessed and levied upon such lands, the same to bear interest at the same rate as taxes, and shall be collected and enforced in the same manner as are taxes, in accordance with Chapter 86 of the Borough Code and applicable law; and

**BE IT FURTHER RESOLVED** that the Borough Clerk shall forward a certified copy of this resolution to the owner(s) of the subject property by certified mail; and

**BE IT FURTHER RESOLVED** that the Tax Collector shall be responsible for collection of the amounts herein certified.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Curry							
Gloeggler							
Koelling							
Lane							
Russo-Vogelsang							

**Adopted: April 30, 2019**

ATTEST:

\_\_\_\_\_  
Fran Scordo  
Deputy Municipal Clerk

APPROVED:

\_\_\_\_\_  
Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 99-2019**

**RE: A Resolution Declaring an Emergency Affecting Public Health, Safety and Welfare and Ratifying the Emergency Contract Awarded Pursuant to N.J.S.A. 40A:11-6, N.J.A.C. 5:34-6.1 and N.J.A.C. 5:23-2.32(B) to Caravella Demolition, Inc.**

**Whereas**, on March 22, 2019, the Borough of Montvale Construction Official issued a Notice of Unsafe Structure concerning the building and property located at 79 West Grand Avenue in the Borough of Montvale; and

**Whereas**, said Notice provided that based upon an inspection of the building on March 21, 2019, the building was deemed to be in danger of imminent total structural collapse; and

**Whereas**, the Borough Engineer conducted a structural assessment of the building which also determined that it was in danger of imminent collapse, because all interior structural elements of the building had been removed by a contractor performing work therein; and

**Whereas**, said condition represented a threat to the health, safety and welfare of the public; and

**Whereas**, this emergency situation could not have been reasonably foreseen by the Borough; and

**Whereas**, the Borough Council is satisfied based upon the Notice of Unsafe Structure from the Borough Construction Official dated March 22, 2019, and the Report from Nabil M. Ghanem, P.E. of Maser Consulting, dated March 25, 2019, that the conditions at the building at 79 West Grand Avenue represented a danger to the health, safety and welfare of the general public and thus constituted an "imminent emergency" for purposes of N.J.S.A. 40A:11-6 and N.J.A.C. 5:34-6.1; and

**Whereas**, the property owner was advised that pursuant to N.J.A.C. 5:23-2.32(B)(2), the property would be demolished by the Borough of Montvale on March 26, 2019, if the property owner did not take the necessary steps to demolish the structure or cure the unsafe conditions by March 25, 2019; and

**Whereas**, the property owner was aware of the issuance of the Notice of Unsafe Structure but took no steps to demolish the building or otherwise cure the unsafe conditions by March 25, 2016; and

**Whereas**, the Borough did therefore engage Caravella Demolition, Inc. to demolish the structure for the health, safety and welfare of the public; and

**Whereas**, the cost of the demolition was \$43,256.00 pursuant to a proposal dated March 22, 2019 submitted to the Borough of Montvale; and

**Whereas**, the structure was in fact demolished by Caravella on March 26-27, 2019; and

**Whereas**, pursuant to N.J.A.C. 5:23-2.32(B)(4) and (5), the Construction Official was authorized by law to procure the necessary labor and materials to perform the required work as expeditiously as possible, and to pay for such labor and materials out of the Borough's funds; and

Whereas, pursuant to N.J.A.C. 5:23-2.32(B)(5), the Borough is authorized to institute appropriate proceedings to recover same from the property owner.

Now, Therefore, Be It Resolved by the Mayor and Council as follows:

1. The recitals set forth above are incorporated herein as if set forth at length.
2. The Borough Council hereby declares that the situation at 79 West Grand Avenue constituted an "imminent emergency" justifying the use of emergency procurement procedures by the Borough Construction Official pursuant to N.J.A.C. 5:23-2.32.
3. The contract entered into with Caravella Demolition, Inc. in the amount of \$43,256.00 is hereby ratified and reaffirmed.
4. A copy of the March 22, 2019 Notice of Unsafe Structure from the Construction Official and the March 25, 2019 Letter Report from the Borough Engineer shall be filed in the minutes along with this Resolution.
5. The Borough Attorney and all other appropriate officials are hereby directed, authorized and empowered to take all steps necessary to recover the cost of this demolition from the property owner(s).

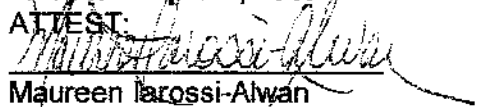
Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs			✓				
Curry	✓		✓				
Gloeggler			✓				
Koelling			✓				
Lane		✓	✓				
Russo-Vogelsang			✓				

Account #

Amount \$43,256.00

Adopted: April 9, 2019

ATTEST:

  
Maureen Larossi-Alwan  
Municipal Clerk

APPROVED:

  
Michael Ghassali  
Mayor



## NOTICE OF UNSAFE STRUCTURE IDENTIFICATION

Permit #  
Date Issued  
Control #

Work Site Location 79 W GRAND AVE Montvale Block 2305 Lot 20 Qualification Code \_\_\_\_\_

Owner in Fee HILLAS VALE, LLC  
Address 732 ROEMER AVENUE  
TEANECK, NJ 07666

Contractor \_\_\_\_\_  
Address \_\_\_\_\_

To: ☐ Owner ☒ Other: Michael & Maureen Culhane  
☐ Agent/Contractor 732 Roemer Ave.  
Teaneck, NJ 07666

DATE OF INSPECTION: 03/21/19

DATE OF THIS NOTICE: 03/22/19

### ACTION

**Take NOTICE** that as a result of the inspections conducted by this agency on 03/21/19 on the above property, an unsafe condition has been found to exist pursuant to N.J.S.A 52:27D-132 and N.J.A.C 5:23-2.32. The building or structure, or portion thereof, deemed an unsafe condition is described as follows:

#### IMMINENT TOTAL STRUCTURE COLLAPSE

BE ADVISED THAT IN ACCORDANCE WITH SECTION N.J.A.C. 5:23-2.32(3)(2) IF YOU DO NOT COMPLY, THE BOROUGH OF MONTVALE WILL COMMENCE DEMOLITION OF THE STRUCTURE ON 3/26/19

You are hereby **ORDERED** to:

- ☐ Vacate the above structure by  
☒ Demolish the above structure by 03/25/19, or correct the above noted unsafe conditions by no later than

Failure to correct the unsafe condition or refusal to comply with this **ORDER** will result in this matter being forwarded to legal counsel for prosecution and assessment of penalties up to \$500 per week per violation. You must immediately declare to the Construction Official, your acceptance or rejection of this **ORDER**.

Any building or structure vacated pursuant to this **ORDER** shall not be reoccupied unless and until a Certificate of Occupancy is issued by the Construction Official.

If you wish to contest this ORDER, you may request a hearing before the Construction Board of Appeals, within 15 days of receipt of this ORDER as provided by N.J.A.C. 5:23A-2.1. The Application to the Construction Board of Appeals may be used for this purpose.

Your application for appeal must be in writing, setting forth your name and address, the building or site in question, the permit number, the specific sections of the Regulations in question, and the extent and nature of the relief sought by you. You may append any documents that you consider useful.

The fee for an appeal is \$50 and should be forwarded with your application to the Construction Board of Appeals at: One Bergen County Plaza 4th Floor Hackensack, NJ 07601, Phone Number: (201) 336-6453

If you have any questions concerning this matter, please call: Jeff Fette, Construction Official (201) 391-5732

By ORDER of: [Signature]  
Construction Official

Date: 3/22/19



## Caravella Demolition, Inc.

www.caravellademo.com / Email: info@caravellademo.com

### Proposal / Agreement / Contract

March 22, 2019

Borough of Montvale  
12 Mercedes Dr.  
Montvale, NJ 07645

Re: 79 W. Grand Ave. Montvale, NJ 07645

Dear Jeff,

### SCOPE OF WORK

Caravella Demolition, Inc. agrees to provide all necessary labor and equipment to remove and dispose the structure (House structure) at the property referenced above.

Caravella Demolition Inc. performs all of their demolition operation within full compliance of all State and Federal Regulations and Standards during all aspects of this project.

Our proposed fee to perform the above mentioned work is in the amount of \$43,256.00

This proposal and any resulting contract, are based on waste disposal regulations and rates in effect as of this date, and are subject to revisions based on changes in rates or tariffs, which may occur.

This proposal may be withdrawn if not accepted within 30 days from the date above.

### INCLUSIONS

1. All Labor, Material and Equipment to demolish and removal the structure to include footings, foundations and slabs. Natural Rock to remain onsite.
2. All salvage and scrap metal is to become the property of Caravella Demolition, Inc.
3. Water / Dust control from fire hydrant
4. All mark outs for location listed above.

### EXCLUSIONS

1. Any and all environmental issues including but not limited to handling and abatement of hazardous or contaminated materials, water, soil, Asbestos, PCB's, etc.. Subject to special requirements.
2. Any underground and all utility disconnects, permit fees, well sealing, All work related to underground and above ground storage tanks, driveway, curbing, sidewalk and or parking lot removal and disposal and repairs, storm pipes, sprinkler systems, extermination, tree removal, dirt and soil removal and backfilling of site, seeding of disturbed areas, natural objects or materials, traffic control including police detail and unforeseen items.

## Caravella Demolition, Inc.

www.caravellademo.com / Email: info@caravellademo.com

**PAYMENT TERMS:** 15 Days

**INITIALS:**   *B*   **ACCEPTANCE OF PROPOSAL:** The prices, specifications, exclusions and conditions are satisfactory and are hereby accepted. You are authorized and under contractual agreement to do the work as specified. The person or persons signing this document will personal guarantee this document.

**Caravella Demolition Inc.**

**Borough of Montvale**

Print Name: \_\_\_\_\_

Print Name: Jeffrey Fette

Sign Name: \_\_\_\_\_

Sign Name: *[Signature]*

Title: \_\_\_\_\_

Title: clo

Date: \_\_\_\_\_

Date: 3/25/19

We thank you for the opportunity to serve you. If we may be of any further assistance, please do not hesitate to contact us.

Regards,

Caravella Demolition Inc.

## RESOLUTION

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, N.J., that the following bills, having been referred to the Borough Council and found correct, be and the same hereby be paid:

<u>FUND</u>	<u>AMOUNT</u>	<u>NOTES</u>
Current	\$219,679.61	Bill List Wire 4/30/2019
	<u>450,337.30</u>	Wires/Manual Checks
Current TOTAL	670,016.91	
Escrow - Trust	13,594.50	Bill List Wire 4/30/2019
Capital	4,799.24	Bill List Wire 4/30/2019
General Trust	432.50	Bill List Wire 4/30/2019
Housing Trust	632.70	Bill List Wire 4/30/2019
DogTrust	34.80	Bill List Wire 4/30/2019

*This resolution was adopted by the Mayor and Council of Montvale  
at a meeting held on 4/30/19*

Introduced by: \_\_\_\_\_

Approved: 4/30/19

Seconded by: \_\_\_\_\_

\_\_\_\_\_  
Michael Ghassali, Mayor

ATTEST:

\_\_\_\_\_  
Maureen Iarossi-Alwan, Municipal Clerk

**MANUAL/VOID CHECKS - WIRES**  
**April 9, 2019**

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		4/15/19	Payroll Account	167,393.23
WIRE		4/15/19	Salary Deduction Account	88,726.57
WIRE		4/15/19	FSA Account	217.50
WIRE		4/11/19	Unimak settlement	194,000.00
<b>Total</b>				<u><b>450,337.30</b></u>

P.O. Type: All  
Range: First to Last  
Format: Detail without Line Item Notes

Open: N    Paid: N    Void: N  
Rcvd: Y    Held: Y    Aprv: N  
Bid: Y    State: Y    Other: Y    Exempt: Y

Vendor # Name

PO #	PO Date	Description	Contract Amount	Charge Account	PO Type Acct Type Description	Stat/chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00019		MUNICIPAL CAPITAL CORPORATION			B						
19-00117	01/15/19	COLOR COPIER/PRINTER SCANNER			B						
9		PLANNING BOARD 2019	129.50	9-01-21-720-061	B LEASED EQUIPMENT	R	03/26/19	04/25/19		4975220319	N
10		COLOR COPIER/PRINTER SCANNER	129.50	9-01-22-725-061	B LEASED EQUIPMENT	R	01/15/19	04/25/19		4975220319	N
			259.00								
19-00353	03/05/19	COPY MACHINE LEASE - MAILROOM			B						
5		COPY MACHINE LEASE - MAILROOM	199.50	9-01-21-720-061	B LEASED EQUIPMENT	R	03/26/19	04/25/19		4975220319	N
6		COPY MACHINE LEASE - MAILROOM	199.50	9-01-22-725-061	B LEASED EQUIPMENT	R	03/26/19	04/25/19		4975220319	N
			399.00								

Vendor Total: 658.00

00027	BT SPECIALTIES								
19-00474	04/01/19	MAYOR FOR A DAY - 2019							
1	MAYOR FOR A DAY - 2019	8.95	9-01-20-703-091	B AWARDS/TROPHIES	R	04/01/19	04/25/19	5279	N
19-00480	04/02/19	PD NEW OFFICERS NAME PLATES							
1	PD NEW OFFICERS NAME PLATES	110.85	9-01-25-745-110	B NEW RECRUIT CLOTH/EQUIP ISSUE	R	04/02/19	04/25/19	5323	N
19-00521	04/09/19	Plaque-Armenian Genocide							
1	Plaque-Armenian Genocide	150.00	9-01-20-703-091	B AWARDS/TROPHIES	R	04/09/19	04/25/19	5313	N
19-00561	04/19/19	Signature Stamper/John Kurz							
1	Signature Stamper/John Kurz	34.30	9-01-25-753-036	B OFFICE SUPPLIES	R	04/19/19	04/25/19	5333	N

Vendor Total: 304.10

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Vendor Total: 292.34

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	Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice
00071 SUEZ WATER NEW JERSEY	19-00516	04/08/19	SUEZ FIRE HYDRANTS-APRIL 2019						
	1 10003825412222	APRIL 2019	15,361.91	9-01-31-834-029	B OTHER CONTRACTUAL ITEMS	R	04/08/19	04/25/19	APRIL 2019 N
	Vendor Total:		15,361.91						
00097 CABLEVISION	19-00532	04/12/19	07873-204461-01-0 CABLEVISION						
	1 07873-204461-01-0	CABLEVISION	140.45	9-01-20-701-029	B OTHER CONTRACTUAL ITEMS	R	04/12/19	04/25/19	APR/MAY 2019 N
	Vendor Total:		140.45						
00102 MGL PRINTING SOLUTIONS	19-00278	02/15/19	FIRE PREVENTION FORM						
	1 FIRE PREVENTION FORM		266.00	9-01-25-753-030	B MATERIALS & SUPPLIES	R	02/15/19	04/25/19	162796 N
	19-00438	03/25/19	LASER CHECKS - CLAIMS ACCOUNT						
	1 LASER CHECKS - CLAIMS ACCOUNT		657.00	9-01-20-701-023	B PRINTING & BINDING	R	03/25/19	04/25/19	163169 N
	2 LASER CHECKS - SHIPPING		37.00	9-01-20-701-023	B PRINTING & BINDING	R	03/25/19	04/25/19	163169 N
			694.00						
	Vendor Total:		960.00						
00108 MONTVALE HARDWARE & SUPPLY	19-00452	03/28/19	PD SUPPLIES						
	1 PD SUPPLIES		2.51	9-01-25-745-036	B OFFICE SUPPLIES	R	03/28/19	04/25/19	B119691 N
	2 PD SUPPLIES		4.48	9-01-25-745-036	B OFFICE SUPPLIES	R	03/28/19	04/25/19	B119233 N
			6.99						
	Vendor Total:		6.99						
00113 FEDICK; ANDREW	19-00523	04/09/19	FEDICK CLOTHING ALLOWANCE						
	1 FEDICK CLOTHING ALLOWANCE		88.00	9-01-25-745-260	B FEDICK, ANDREW - CLOTHING	R	04/09/19	04/25/19	CLOTHING REIMB. N
	Vendor Total:		88.00						

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	Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date Invoice	Excl
00118	NJ STATE LEAGUE OF MUNICIPALITIES								
	19-00445 03/26/19 2019 MUNICIPAL DIRECTORY								
	1 2019 MUNICIPAL DIRECTORY	49.00	9-01-20-701-033	B BOOKS & PUBLICATIONS	R	03/26/19	04/25/19	12803DK	N
	2 2019 MUNICIPAL DIRECTORY	90.00	9-01-20-701-033	B BOOKS & PUBLICATIONS	R	03/26/19	04/25/19	12803DK	N
		139.00							
	Vendor Total:	139.00							
00128	ARROW TREE SERVICE INC.								
	18-00945 07/16/18 REMOVE FALLEN TREE								
	1 REMOVE FALLEN TREE	650.00	8-01-26-772-029	B OTHER CONTRACTUAL ITEMS	R	07/16/18	04/25/19	58099	N
	Vendor Total:	650.00							
00135	PASCACK VALLEY MAYORS' ASSOC.								
	19-00439 03/25/19 PRO-RATA SHARE - 1ST QUARTER								
	1 PRO-RATA SHARE - 1ST QUARTER	239.05	9-01-20-703-044	B PROFESSIONAL ASSOCIATION DUES	R	03/25/19	04/25/19	1ST QTR. 2019	N
	2 ANNUAL DUES	250.00	9-01-20-703-044	B PROFESSIONAL ASSOCIATION DUES	R	03/25/19	04/25/19	ANN. DUES 2019	N
		489.05							
	Vendor Total:	489.05							
00142	PITNEY BOWES, INC.								
	19-00374 03/08/19 POSTAGE MACHINE LEASE & MAINT.		B						
	2 POSTAGE MACHINE LEASE & MAINT.	953.28	9-01-20-701-061	B LEASED EQUIPMENT	R	03/08/19	04/25/19	3308299071	N
	Vendor Total:	953.28							
00245	JOHN M. HARTEL & CO., INC.								
	19-00484 04/02/19 TOILET REPAIR LIBRARY								
	1 TOILET REPAIR LIBRARY	12.88	9-01-26-772-085	B BUILDING MAINT - 12 MERCEDES	R	04/02/19	04/25/19	1434118-01	N
	19-00495 04/03/19 REPAIR DPW RESTROOM								
	1 REPAIR DPW PUBLIC RESTROOM	64.86	9-01-26-772-098	B BUILDING MAINT - DPW/BLDG	R	04/03/19	04/25/19	1435087-01	N
	Vendor Total:	77.74							

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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc]
<b>00250 FIRE AND SAFETY SERVICES LTD</b>									
19-00392 03/12/19 M2 FIRETRUCK REPAIR									
1 M2 FIRETRUCK REPAIR	660.00	9-01-26-767-099	B VEHICLE MAINT/PARTS - FIRE	R	03/12/19	04/25/19		SI19-0744	N
Vendor Total:	660.00								
<b>00258 ROCKLAND ELECTRIC COMPANY</b>									
19-00513 04/05/19 ORANGE & ROCKLAND									
1 23971-50008 SPRING VALLEY RD	99.90	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		FEB/MARCH 2019	N
2 17530-77003 W GRAND AVE TEL X	58.96	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
3 51038-45008 CHESNUT TRAF/SUMT	134.32	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
4 47258-45003 SUMMIT OTHR FIRE	12.30	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
5 15030-30001 SUMMIT AVE TFLT X	98.16	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		FEB/MARCH 2019	N
6 16199-31002 VALLEY VIEW SEWER	822.29	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
7 19080-79006 MEMORIAL GATE TRFC	5.49	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
8 14729-33002 GRAND TRFC 1	55.77	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
9 14519-33002 1 MEMORIAL SHED 2	16.85	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
10 97049-32006 W GRAND OTH MTLBX	81.31	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		FEB/MARCH 2019	N
11 94949-34001 5 MIDLLTN SWR LIFT	598.47	9-01-31-825-071	B ELECTRICITY	R	04/05/19	04/25/19		MARCH 2019	N
	1,983.82								
<b>19-00517 04/08/19 ROCKLAND ELECTRIC</b>									
1 8822932014 12 MERCEDES DRIVE	6,685.89	9-01-31-825-078	B ELECTRICITY - 12 MERCEDES	R	04/08/19	04/25/19		MARCH 2019	N
2 0674933003 1 MEMORIAL DRIVE -	89.10	9-01-31-825-086	B ELECTRICITY - 1 MEMORIAL	R	04/08/19	04/25/19		MARCH 2019	N
3 2413158015 13 W. GRAND AVE	10.71	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
4 0052060009 CHESTNUT TFLT 57243	29.66	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
5 0027002008 WARN LITE F FIRE	10.71	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
6 0700055009 HUFF TER PUMP 57088	1,303.29	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
7 0195092007 GRAND SO PK 87/97	66.94	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
8 9515932009 GRAND OTHR UNMTR	121.50	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
9 0897137012 MEMORIAL LITE FIELD	22.53	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
10 5229845000 LA TRENTA FIELD	54.78	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
11 5208845000 159 CHESTNUT RDG	196.49	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
12 8906935008 E GRAND OTH UNMTR	22.69	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
13 5985845006 CHESTNUT RIDGE RD	46.23	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
14 0787127002 GRAND SO PK 75/77	30.01	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N



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Item Description	Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Exc1
00258 ROCKLAND ELECTRIC COMPANY Continued									
19-00517 04/08/19 ROCKLAND ELECTRIC			Continued						
15 0563019009 GRAND SO PK 67/62	42.93	9-01-31-825-071	B ELECTRICITY	R	04/08/19	04/25/19		MARCH 2019	N
	8,733.46								
Vendor Total:	10,717.28								
00329 NJ STATE DEPT. OF HEALTH									
19-00478 04/02/19 DOG LICENSE FEE/MARCH									
1 DOG LICENSE FEE/MARCH	34.80	T-12-56-286-001	B RESERVE FOR DOG LICENSE	R	04/02/19	04/25/19		MARCH 2019	N
Vendor Total:	34.80								
00332 ZAGAJA, MACIEJ									
19-00421 03/19/19 ZAGAJA CLOTHING REIMB									
1 ZAGAJA CLOTHING REIMB	330.53	9-01-25-745-254	B ZAGAJA, MACIEJ - CLOTHING	R	03/19/19	04/25/19		CLOTHING REIMB.	N
Vendor Total:	330.53								
00406 RUTGERS, STATE UNIVERSITY NJ									
19-00409 03/15/19 Current Issues in Planning									
1 Current Issues - J. Fette	235.00	9-01-20-701-042	B EDUCATION/TRAINING/SEMINARS	R	03/15/19	04/25/19		46124	N
2 Current Issues - C. Petersen	235.00	9-01-20-701-042	B EDUCATION/TRAINING/SEMINARS	R	03/15/19	04/25/19		46125	N
	470.00								
Vendor Total:	470.00								
00422 CEUnion									
19-00518 04/09/19 EDUCATION/TRAINING SEMINAR									
1 EDUCATION/TRAINING SEMINAR	95.00	9-01-20-704-042	B EDUCATION/TRAINING/SEMINARS	R	04/09/19	04/25/19		3307	N
Vendor Total:	95.00								
00426 TREASURER, STATE OF NEW JERSEY									
19-00488 04/02/19 Qrtly report - Jan - Mar 2019									
1 Qrtly report - Jan - Mar 2019	50.00	9-01-55-271-015	B MARRIAGE LICENSES	R	04/02/19	04/25/19		1ST QTR. 2019	N
Vendor Total:	50.00								

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Vendor # Name	PO #	PO Date	Description	Contract Amount	PO Type Charge Account	Acct Type Description	Stat/Chk	First Enc Date	Rcvd Date	Chk/Void Date	Invoice	1099 Excl
00497 LEVITZKI, ANN	19-00533	04/15/19	Cell Phone - March 2019									
	1	Cell Phone - March 2019	24.42	9-01-42-855-029	B OTHER CONTRACTUAL ITEMS	R	04/15/19	04/25/19			MARCH 2019	N
	2	Cell Phone - March 2019	25.41	9-01-41-250-029	B OTHER CONTRACTUAL ITEMS	R	04/15/19	04/25/19			MARCH 2019	N
			49.83									
Vendor Total:			49.83									
00554 BERGEN MUNT.EMPL.BENEFITS FUND	19-00569	04/25/19	HEALTH BENEFITS MAY 2019									
	1	MEDICAL BENEFITS MAY 2019	51,590.00	9-01-23-733-096	B OTHER CONTRACTUAL - BMED	R	04/25/19	04/25/19			MAY 2019	N
	2	DENTAL BENEFITS MAY 2019	2,831.00	9-01-23-733-095	B DENTAL	R	04/25/19	04/25/19			MAY 2019	N
	3	RX BENEFITS MAY 2019	9,570.00	9-01-23-733-097	B PRESCRIPTION	R	04/25/19	04/25/19			MAY 2019	N
			63,991.00									
Vendor Total:			63,991.00									
00723 RAPID PUMP & METER SERVICE CO.	19-00014	01/03/19	INSTALL NEW LEVEL CONTROLS									
	1	INSTALL NEW LEVEL CONTROLS	6,495.00	9-01-26-768-029	B OTHER CONTRACTUAL SERVICES	R	01/03/19	04/25/19			RSR157768	N
Vendor Total:			6,495.00									
00731 MASER CONSULTING P.A.	18-00453	03/30/18	US 2020 CENSUS PREPARATION		B							
	8	US 2020 CENSUS PREPARATION	247.00	8-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	03/30/18	04/25/19			0000503911	N
18-00772	06/08/18	ENVIRONMENTAL SERVICES		B								
	3	ENVIRONMENTAL SERVICES	430.00	8-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R	06/08/18	04/25/19			0000503142	N
18-00982	07/26/18	ENVIRONMENTAL SERVICES		B								
	3	ENVIRONMENTAL SERVICES	118.00	C-04-55-430-A00	B ACQUISITION OF PROPERTY (BL 1601/LOT 1)	R	07/26/18	04/25/19			0000503143	N
18-01482	11/21/18	DESIGN & BIDDING SERVICES USR		B								
	7	CONSTRUCTION OBSERVATION	1,531.00	C-04-55-447-A00	B ROAD IMPROVEMENTS	R	03/04/19	04/25/19			0000503137	N
19-00144	01/17/19	ENGINEER RETAINER 2019		B								
	4	ENGINEER RETAINER 2019	450.00	9-01-20-715-028	B OTHER PROF/CONSULTANT SERVICES	R	01/17/19	04/25/19			0000503153	N

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Item Description	Amount	Charge Account	Acct Type Description				Enc Date	Date	Date Invoice	Exc
00731 MASER CONSULTING P.A.	Continued									
19-00415 03/19/19 ESCROW PAYMENTS										
1 TWO PARAGON DR LLC (TOLL BROS)	364.00	E-08-00-218-07A	B TWO PARAGON DR LLC (TOLL BROS) (1903/7)	R		03/19/19	04/25/19		0000503130	N
2 MTVL DEV-HEKEMIAN GROUP	316.00	E-08-00-213-07A	B Mtv Dev-Hekemian Group (2802/283)	R		03/19/19	04/25/19		0000503132	N
3 RICHARD QUEEN 2408/26	32.00	E-08-00-217-04A	B RICHARD QUEEN 2408/26	R		03/19/19	04/25/19		0000503136	N
4 TSL PIKE PREDEVELOPMENT	536.00	E-08-00-218-02A	B TSL PIKE PREDEVELOPMENT (1102/2)	R		03/19/19	04/25/19		0000503138	N
5 RIDGECREST REALTY ASSOCIATES	2,960.00	E-08-00-218-19A	B RIDGECREST REALTY ASSOCIATES INC 3201/4	R		03/19/19	04/25/19		0000503139	N
6 LINARDIC, AMY & KEVIN(2002/11)	516.00	E-08-00-218-31A	B LINARDIC, AMY & KEVIN (2002/11)	R		03/19/19	04/25/19		0000503141	N
7 PREMIER DEVELOPERS (160 SVR)	1,266.00	E-08-00-217-11A	B Premier Developers (160 SVR) 301/283	R		03/19/19	04/25/19		0000503144	N
8 V+R DEVELOPMENT - 99 LLC	459.00	E-08-00-217-05A	B V+R Development - 99 LLC (403/2)	R		03/19/19	04/25/19		0000503150	N
9 HORNROCK PROPERTIES MPR LLC	4,755.00	E-08-00-218-14A	B HORNROCK PROPERTIES MPR LLC (3302/1)	R		03/19/19	04/25/19		0000503155	N
10 MCQUILLEN, KENNETH (2204/17)	473.00	E-08-00-219-03A	B MCQUILLEN, KENNETH (2204/17)	R		03/19/19	04/25/19		0000503157	N
11 ATLANTIS MANAGEMENT GROUP LLC	172.00	E-08-00-219-01A	B ATLANTIS MANAGEMENT GROUP LLC (1601/15)	R		03/19/19	04/25/19		0000503168	N
12 MONTVALE FARM BLAZE PIZZA LLC	946.00	E-08-00-218-21A	B MONTVALE FARM BLAZE PIZZA LLC (2802/2)	R		03/19/19	04/25/19		0000503170	N
	12,795.00									
19-00468 03/29/19 TIER A STORMWATER PERMIT 2019		B								
2 TIER "A" MUNICIPIAL STORMWATER	3,726.00	9-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R		03/29/19	04/25/19		503199	N
19-00472 04/01/19 MUNICIPAL ENGINEERING REVIEW										
1 MUNICIPAL ENGINEERING REVIEW	258.00	T-03-56-286-008	B TRUST - RESERVE FOR ENGINEER	R		04/01/19	04/25/19		0000503914	N
2 MUNICIPAL ENGINEERING REVIEW	86.00	T-03-56-286-008	B TRUST - RESERVE FOR ENGINEER	R		04/01/19	04/25/19		0000503149	N
3 MUNICIPAL ENGINEERING REVIEW	88.50	T-03-56-286-008	B TRUST - RESERVE FOR ENGINEER	R		04/01/19	04/25/19		0000503913	N
	432.50									
19-00507 04/04/19 ECOLOGICAL SERVICES										
1 ECOLOGICAL SERVICES	43.00	9-01-20-712-028	B OTHER PROF/CONSULTANT SERVICES	R		04/04/19	04/25/19		0000503135	N
19-00510 04/04/19 GENERAL ENGINEERING										
1 GENERAL ENGINEERING	7,776.25	8-01-20-715-029	B ENGINEERING - OTHER CONTRACTUAL ITEMS	R		04/04/19	04/25/19		0000494472	N
Vendor Total:	27,548.75									
00745 WASTE MANAGEMENT OF NEW JERSEY										
19-00138 01/17/19 GARBAGE COLLECTION 2019		B								
6 GARBAGE COLLECTION 2019 MARCH	49,350.60	9-01-26-770-029	B OTHER CONTRACTUAL ITEMS	R		01/17/19	04/25/19		2569525-1374-3	N



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Item Description	Amount	Charge Account	Acct Type Description	Stat/chk	Enc Date	Date	Date	Invoice	Excl
01020 PROFESSIONAL INSURANCE ASSOC									
19-00566 04/23/19 VOLUNTEER FIREMEN'S INSURANCE									
1 VOLUNTEER FIREMEN'S INSURANCE	3,534.00	9-01-23-730-029	B OTHER CONTRACTUAL ITEMS	R	04/23/19	04/25/19		116197	N
Vendor Total:	3,534.00								
01132 COOPERATIVE COMMUNICATIONS, INC									
19-00476 04/01/19 BOROUGH PHONE CHARGES - MARCH									
1 201-391-5700 BORO PHONE-MARCH	2,435.39	9-01-31-827-076	B TELEPHONE CHARGES	R	04/01/19	04/25/19		MARCH 2019	N
Vendor Total:	2,435.39								
01211 TURN OUT UNIFORMS & CO									
19-00536 04/16/19 PD REFLECTIVE VEST KLECHA									
1 PD REFLECTIVE VEST KLECHA	40.00	9-01-25-745-032	B CLOTHING & UNIFORMS	R	04/16/19	04/25/19		198713-01	N
Vendor Total:	40.00								
01327 LKM CONSULTING, LLC									
19-00528 04/11/19 DPW SHARED SERVICES AUDIT 2019									
1 DPW SHARED SERVICES AUDIT 2019	16,600.00	9-01-20-701-028	B OTHER PROF/CONSULTANT SERVICES	R	04/11/19	04/25/19		RESO NO.38-2019	N
Vendor Total:	16,600.00								
01335 HACKENSACK UNIVERSITY MEDICAL									
19-00142 01/17/19 HEALTH AWARENESS PROGRAM 2019									
2 HEALTH AWARENESS PROGRAM 2019	2,238.50	9-01-27-785-029	B OTHER CONTRACTUAL ITEMS	R	01/17/19	04/25/19		B-0919-C	N
Vendor Total:	2,238.50								
01359 BSN SPORTS									
19-00460 03/28/19 TENNIS NET									
1 TENNIS NET	94.00	9-01-28-795-073	B TENNIS	R	03/28/19	04/25/19		904905682	N
Vendor Total:	94.00								





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01849 NEW JERSEY FIRE EQUIPMENT CO.	19-00181 01/25/19 PARTS FURNISHED / AIR PAKS							
	1 FIRE DEPARTMENT O/E	651.60	9-01-25-752-026	B MAINTENANCE OF OTHER EQUIPMENT	R	01/25/19	04/25/19	59069 N
	Vendor Total:	651.60						
01856 MONTVALE FLORIST	19-00436 03/22/19 FLOWERS FOR FUN. DORIS							
	1 FLOWERS FOR FUN. DORIS	125.00	9-01-25-745-028	B OTHER PROF/CONSULTANT SERVICES	R	03/22/19	04/25/19	1024 N
	Vendor Total:	125.00						
01859 ATLANTIC UNIFORM CO.	18-01602 12/12/18 BULLET PROOF VEST VLADICK							
	1 BULLET PROOF VEST VLADICK	637.85	8-01-43-310-058	B OTHER EQUIPMENT & SUPPLIES	R	12/12/18	04/25/19	A 43697 N
	2 BULLET PROOF VEST VLADICK	180.00	8-01-25-745-253	B VLADICK, MATTHEW - CLOTHING	R	12/12/18	04/25/19	A 43697 N
		817.85						
	Vendor Total:	817.85						
01870 PENTLAND GRAPHICS INC	19-00412 03/18/19 UNIFORM SHIRTS WITH LOGO							
	1 UNIFORM SHIRTS WITH LOGO	270.00	9-01-25-753-030	B MATERIALS & SUPPLIES	R	03/18/19	04/25/19	3/18/19 N
	2 DIGITIZED CHEST LOGO	28.00	9-01-25-753-030	B MATERIALS & SUPPLIES	R	03/19/19	04/25/19	3/18/19 N
		298.00						
	Vendor Total:	298.00						
01877 HUANG, SIMON	18-01636 12/18/18 ESCROW REFUND (702/29)							
	1 SIMON HUANG (702/29)	672.00	E-08-00-209-12A	B SIMON HUANG 702/29	R	12/18/18	04/25/19	RESO. #217-2018 N
	Vendor Total:	672.00						



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Vendor # Name	PO # PO Date Description	Contract Amount Charge Account	PO Type Acct Type Description	Stat/Chk	First Rcvd Enc Date Date	Chk/Void Date Invoice	1099 Exc?
01880 MENA, JESUS SAGRARIO	19-00562 04/19/19 TRANSLATION FEE- MTG W/MAYOR						
	1 TRANSLATION FEE	75.00 E-08-00-213-07A	B Mtv] Dev-Hekemian Group (2802/283)	R	04/19/19 04/25/19	TRANSLATION FEE N	
	Vendor Total:	75.00					
01917 NEW JERSEY GRAVEL & SAND CO.	19-00410 03/15/19 BALLFIELD CLAY						
	1 BALLFIELD CLAY	1,246.00 9-01-28-796-029	B OTHER CONTRACTUAL ITEMS	R	03/15/19 04/25/19	3026 N	
	2 BALLFIELD CLAY	1,282.00 9-01-28-796-029	B OTHER CONTRACTUAL ITEMS	R	03/21/19 04/25/19	3423 N	
		2,528.00					
	Vendor Total:	2,528.00					
01918 KARA MAYER ROBINSON LLC	19-00463 03/28/19 TV SHOW BOOKINGS		B				
	3 TV SHOW BOOKINGS JAN-MAR 2019	600.00 9-01-20-716-028	B OTHER PROF/CONSULTANT SERVICES	R	04/03/19 04/25/19	INVOICE # 1 N	
	4 TV SHOW BOOKINGS MAR 2019	200.00 9-01-20-716-028	B OTHER PROF/CONSULTANT SERVICES	R	04/03/19 04/25/19	INVOICE # 2 N	
	5 TV SHOW BOOKINGS APRIL 2019	200.00 9-01-20-716-028	B OTHER PROF/CONSULTANT SERVICES	R	04/03/19 04/25/19	INVOICE #3 N	
		1,000.00					
	Vendor Total:	1,000.00					
01925 COLOR BY CHRIS	19-00515 04/08/19 SPRING FLING FACE PAINTER						
	1 SPRING FLING FACE PAINTER	450.00 9-01-28-795-068	B SPECIAL EVENTS	R	04/08/19 04/25/19	CONTRACT #356 N	
	Vendor Total:	450.00					
01928 AUTOMATIC SUPPRESSION & ALARM	19-00568 04/25/19 FIRE ALARM -MONTIORING						
	1 CENTRAL STATION MONITORING	300.00 9-01-25-752-029	B OTHER CONTRACTUAL ITEMS	R	04/25/19 04/25/19	46848 N	
	Vendor Total:	300.00					



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Vendor # Name	PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099	
Item Description	Amount	Charge	Account	Acct Type	Description	Stat/Chk	Enc Date	Date	Invoice	Excl
03060 TRI-STATE TECHNICAL SERVICES										
19-00074 01/10/19 2019 ACCESS/SPECIAL MICROSOFT			B							
5 2019 ACCESS/SPECIAL MICROSOFT	380.00	9-01-20-701-108	B MAINTENANCE/RENTAL AGREEMENTS	R	02/25/19 04/25/19	26599	N			
Vendor Total:	380.00									
03084 WESLEY SICOMAC DAIRY										
19-00136 01/17/19 2019 MILK DELIVERY			B							
4 2019 MILK DELIVERY - MARCH	52.30	9-01-20-701-041	B MEAL REIMBURSEMENT	R	01/17/19 04/25/19	MARCH 2019	N			
Vendor Total:	52.30									
03727 STAPLES INC										
19-00394 03/13/19 office supplies										
1 OFFICE SUPPLIES-DESK ORGANIZER	63.58	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408920031	N			
2 BATTERIES	4.79	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408422902	N			
3 FILTERS	20.58	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408422902	N			
4 TRAYS	31.79	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408920030	N			
5 PAPER TRAYS	26.29	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408920029	N			
6 FILE ORANGIZERS	19.60	9-01-20-701-036	B OFFICE SUPPLIES	R	03/13/19 04/25/19	3408422902	N			
7 DSKTP FILE ORGANIZER	16.27	9-01-20-701-036	B OFFICE SUPPLIES	R	04/04/19 04/25/19	3408422902	N			
8 128 GB FLASH DRIVE	33.15	9-01-20-701-036	B OFFICE SUPPLIES	R	04/04/19 04/25/19	3408489694	N			
9 32 GB FLASH DRIVE	37.48	9-01-20-701-036	B OFFICE SUPPLIES	R	04/04/19 04/25/19	3408489694	N			
	253.53									
19-00444 03/26/19 office supplies										
1 90A toner-fire prevention	147.27	9-01-25-753-059	B COMPUTER EQUIPMENT S/W & SUPPL	R	03/26/19 04/25/19	3409066988	N			
2 thermal pouches	61.33	9-01-20-701-036	B OFFICE SUPPLIES	R	03/26/19 04/25/19	3409066988	N			
3 laminated sheets	22.58	9-01-20-701-036	B OFFICE SUPPLIES	R	03/26/19 04/25/19	3409066988	N			
4 staples top tab index guides	7.54	9-01-20-701-036	B OFFICE SUPPLIES	R	03/26/19 04/25/19	3409066988	N			
5 staples	5.61	9-01-20-701-036	B OFFICE SUPPLIES	R	03/26/19 04/25/19	3409066988	N			
	244.33									
19-00522 04/09/19 PD OFFICE SUPPLIES										
1 LEGAL RED FILE FOLDERS	46.39	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19 04/25/19	3410666787	N			
2 STANDARD STAPLES	2.99	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19 04/25/19	3410666787	N			
3 CORK BULLETIN BOARD	52.47	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19 04/25/19	3410666787	N			
4 MAGENTA TONER CARTRIDGE	102.11	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19 04/25/19	3410666787	N			

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Vendor # Name		PO #	PO Date	Description	Contract	PO Type	First	Rcvd	Chk/Void	1099
Item Description		Amount	Charge Account	Acct Type Description	Stat/Chk	Enc Date	Date	Date	Invoice	Excl
03727	STAPLES INC	Continued								
19-00522	04/09/19	PD OFFICE SUPPLIES	Continued							
5	BLACK TONER CARTRIDGE	85.68	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
6	MAGENTA LASERJET TONER	207.99	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
7	JUMBO PAPER CLIPS	5.61	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
8	MEDIA LABELS	6.00	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666789	N
9	BLACK TONER CARTRIDGE	166.99	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
10	YELLOW LASERJET CARTRIDGE	207.99	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
11	CYAN TONER CARTRIDGE	207.99	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
12	JAN-DEC MULTICOLOR TABS	2.72	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
13	WRITE & ERASE DIVIDERS	12.90	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
14	A-Z MULTICOLOR TABS	16.92	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
15	BIG TAB DIVIDERS	8.25	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
16	1" 3 RING BINDER	9.00	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
17	DVD-R 100/PACK	43.72	9-01-25-745-036	B OFFICE SUPPLIES	R	04/09/19	04/25/19		3410666787	N
		1,185.72								
19-00538	04/16/19	office supplies								
1	office supplies	299.02	9-01-41-250-036	B OFFICE SUPPLIES	R	04/16/19	04/25/19		3411302450	N
2	office supplies	287.29	9-01-42-855-036	B OFFICE SUPPLIES	R	04/16/19	04/25/19		3411302450	N
		586.31								
Vendor Total:		2,269.89								

Total Purchase Orders: 83 Total P.O. Line Items: 182 Total List Amount: 239,173.35 Total Void Amount: 0.00

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Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND 2018 BUDGET	8-01	21,771.10	0.00	21,771.10	0.00	0.00	21,771.10
CURRENT FUND 2019 BUDGET	9-01	197,908.51	0.00	197,908.51	0.00	0.00	197,908.51
CAPITAL FUND	C-04	4,799.24	0.00	4,799.24	0.00	0.00	4,799.24
BOA ESCROW ACCOUNTS	E-08	13,594.50	0.00	13,594.50	0.00	0.00	13,594.50
OTHER TRUST ACCOUNT	T-03	1,065.20	0.00	1,065.20	0.00	0.00	1,065.20
DOG TRUST ACCOUNT	T-12	34.80	0.00	34.80	0.00	0.00	34.80
Year Total:		1,100.00	0.00	1,100.00	0.00	0.00	1,100.00
Total of All Funds:		239,173.35	0.00	239,173.35	0.00	0.00	239,173.35



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

400 Valley Road, Suite 304  
Mount Arlington, NJ 07856  
T: 973.398.3110  
F: 973.398.3199  
www.maserconsulting.com

April 16, 2019

*Engineer's Rpt  
read on 5/14  
7/14*

Maureen Iarossi-Alwan  
Borough Clerk/Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, NJ 07645

Re: Proposal for Professional Engineering  
and Construction Observation Services  
2019 Roadway Improvements  
Borough of Montvale, Bergen County, NJ  
**MC Proposal No. MVB-583P**

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for Professional Engineering Services to design, bid and perform Construction Observation Services for municipal roadway improvements for:

**BASE BID**

- Blue Sky Lane – from W. Grand Avenue to end of street
- Timberland Trail – from Blue Sky Lane to end of street
- Summertree Way – from Blue Sky Lane to end of street
- Upper Saddle River Road – from Chestnut Ridge Road to end of street
- Belnay Lane – from Upper Saddle River Road to end of street
- Nottingham Court – from Kinderkamack Road to end of street
- Waverly Place from East Grand Avenue to end of street
- Madison Avenue – from East Grand Avenue to town line
- Westmorland Avenue – from East Grand Avenue to end of street
- Locust Street – from Westmorland to end of street
- Montvale Avenue – From Ladik Place to Westerly end
- Cottage Avenue – from East Grand Avenue to end of street
- Lark Lane – from Fox Hill Road to end of street
- Wren Way – from Lark Lane to Township line
- Eagle Ridge Road – from Woodland to Hope



### **MICRO-SURFACING**

- Sheppard Drive
- Candlelight Drive
- Old Lantern Court
- Huff Terrace

### **ALTERNATE BID ITEMS**

- Concrete curbing – 1,000 feet
- Belgian Block Curbing – 100 feet
- Unclassified excavation – 100 CY

The following proposal presents the steps necessary to perform the scope of services.

### **SCOPE OF SERVICES**

#### **TASK 1.0 IMPROVEMENTS TO VARIOUS ROADS**

Maser Consulting will prepare a public bid package which will include the supplemental and technical specifications for all proposed improvements. The specifications will be prepared in the latest NJDOT format, as amended. Maser Consulting will address questions from bidders, attend the bid opening, prepare a bid summary and make a recommendation of contractor award to the Mayor and Council.

Maser Consulting will perform a street walk-through for all of the above-listed streets. This will include identifying areas in need of base repair and areas in need of drainage upgrades. Maser Consulting will also perform field surveying in any areas identified as needing drainage improvements.

Maser Consulting will provide mark-outs for new curbing and any necessary unclassified excavation. Maser will coordinate with the Pascack Valley DPW on any repairs that they recommend on the above-listed streets.

As part of the design process, Maser will contact the utility companies to advise them of the proposed project with the intent to limit any disturbance of the road after the project is completed in the first five years.

**Task 1.0 Cost Not To Exceed Fee**

**\$70,000.00**



## **TASK 2.0 CONSTRUCTION OBSERVATION SERVICES**

Maser Consulting will provide construction observation services for the 2019 Paving Program. Maser Consulting will utilize the specifications developed for the project under Task 1.0 to monitor the Contractor's performance and enforce compliance with the contract documents and project schedule.

Maser Consulting will provide the Borough with part-time, on-site observation services for the project. Maser Consulting will coordinate a pre-construction meeting for the project and maintain observation reports. Maser Consulting will review and prepare Contractor payments, as well as change orders (as necessary). If the Contractor supplies unacceptable work or material, Maser Consulting will take an immediate course of corrective action on behalf of the Borough.

Maser Consulting will review all submittals for the project, including shop drawings and As-Built drawings, provided by the Contractor. Prior to completion, Maser Consulting will provide the Borough with a final punch list as created by the Inspector. The punch list will detail any open items along with the anticipated completion deadlines. Upon completion of the punch list items, a final site observation will be scheduled with the Contractor to close out the project. Maser Consulting will prepare the paperwork for project close out and final payment to the Contractor.

**Task 2.0 Cost Not To Exceed Fee** **\$75,000.00**

**Total Professional Service Project Cost** **\$145,000.00**

## **PROJECT SCHEDULE**

- Field walk through – April/May 2019
- Preparation of the plans and specifications – May/June 2019
- Public bidding and award – June/July 2019
- Construction – August through October 2019

## **EXCLUSIONS**

1. Field survey work not listed above;
2. Application for Environmental (NJDEP) Permitting (no environmental permitting is expected;
3. Any other exclusions previously referenced in the scope of services.

## **CONCLUSION**

If the Borough finds this proposal acceptable, please forward a copy of a resolution authorizing the work to be performed.





Maurcen Iarossi-Alwan  
MC Project No. MVB-583P  
April 16, 2019  
Page 4 of 4

If you have any questions pertaining to this matter, please do not hesitate to call me.

Thank you for the opportunity to submit this proposal to you.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'A. Hipolit'.

Andrew R. Hipolit, P.E., P.P., C.M.E.  
Borough Engineer

ARH/cd/dw

R:\Projects\MVB\MVB-583P 2019 Roadway Improvements Program\Proposals\Maser Pending\190416\_arh\_Iarossi-Alwan\_Paving Prog 2019.docx