

**AGENDA  
PUBLIC MEETING  
BOROUGH OF MONTVALE  
Mayor and Council Meeting  
January 11, 2022  
Meeting to Commence 7:30 P.M.**

**ROLL CALL:**

Councilmember Arendacs	Councilmember Lane
Councilmember Cudequest	Councilmember Roche
Councilmember Koelling	Councilmember Russo-Vogelsang

**Arbor Day Proclamation**

**ORDINANCES:**

**INTRODUCTION OF ORDINANCE No. 2022-1514** AN ORDINANCE TO AMEND SALARY ORDINANCE NO. 2021-1509 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 FOR THE YEAR 2022  
(public hearing 1/25/22)

**MEETING OPEN TO PUBLIC:**

Agenda Items Only

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:**

December 28, 2021

Sine Die January 2, 2022

Re-Organization January 2, 2022

**CLOSED/EXECUTIVE MINUTES:**

December 28, 2021

**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.

- 22-2022 Cancellation of Outstanding Checks / Prior Years / Pascack Joint Municipal Court
- 23-2022 Authorize Appointment / Sherri D'Alessandro / Acting Municipal Court Administrator
- 24-2022 Award Professional Service Contract / Borough Attorney / Boggia, Boggia, Betesh & Voytus, LLC
- 25-2022 Award Professional Service Contract / Borough Auditor / Lerch, Vinci & Higgins
- 26-2022 Award Professional Service Contract / Engineering Services / Colliers Engineering & Design, Inc.  
Andrew R. Hipolit, P.E., PP., C.M.E.
- 27-2022 Award Professional Service Contract / Borough Planner / Colliers Engineering & Design, Inc.  
Darlene Green, P.P., AICP
- 28-2022 Awarding Service Contract / Agreement Tri-State Technical Services / Computers & Peripherals
- 29 -2022 Authorize Contract Animal Control Services/Tyco
- 30-2022 Award Professional Service Contract Administrative Agent for the Borough consistent with N.J.A.C. 5:80-26.14 and to coordinate the affirmative marketing, review and approval of the sale and rental of affordable units in the Borough of Montvale/Piazza & Associates, Inc.

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

- 31-2022 A Resolution of the Borough of Montvale Awarding a Contract To Flanagan Productions, LLC, as an Extraordinary Unspecifiable Service for Montvale Graphic Design Borough Newsletter
- 32-2022 A Resolution of the Borough of Montvale Awarding a Contract to Spatial Data Logic, Inc. (formally GovSites) as an Extraordinary Unspecifiable Service for Website Design, Web Manage, Hosting and Support and Related Services
- 33-2022 A Resolution Awarding a Professional Services Contract to Jeffrey R. Surenian and Associates, LLC to Serve as Special Counsel in Connection with the Borough's Affordable Housing
- 34-2022 Awarding a Professional Service Contract for the Position of Municipal Prosecutor for the Pascack Joint Municipal Court to Dario, Albert, Metz, Eyerman, Canda, Concannon, Ortiz & Krouse, LLC
- 35-2022 Award Professional Service Contract/Public Defender/Alternate Public Defender/Pascack Joint Municipal Court to Aronsohn, Weiner, Salerno & Kaufman
- 36-2022 Authorize Contract NorthWest Bergen Regional Health Commission / Years 2022-2023
- 37-2022 Authorize Contract Heath Awareness Regional Program (HARP) / Hackensack Meridian Health Hackensack University Medical Center
- 38-2022 A Resolution Authorizing the Borough of Montvale Police Department to Apply, Enroll and Participate in the Department of Defense Law Enforcement Support Office ("LESO") 1033 Program to Enable the Montvale Police Department to Request and Acquire Excess Department of Defense Equipment
- 39-2022 A Resolution Extending Affordable Housing Restrictions on Certain Existing Affordable Housing Units in the Summit Ridge Condominium Development
- 40-2022 Award Professional Service Contract / Survey, Design and Bidding Services / LaTrenta Parking Lot Improvements / Colliers Engineering & Design
- 41-2022 Award Professional Service Contract / Design and Bidding Services / NJDOT FY2021 – Various Streets, Craig Road / Colliers Engineering & Design
- 42-2022 Award Professional Service Contract / Montvale Firehouse Roof Inspection / Colliers Engineering & Design
- 43-2022 Authorizing Two Year (2) Field License Agreement with the Montvale Board of Education
- 44-2022 Authorize The Cancellation of Entire Year 2022 Property Taxes and All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs
- 45-2022 Authorize The Cancellation of Entire Year 2022 Property Taxes and All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs
- 46-2022 A Resolution Authorizing a Settlement Agreement and Release With P.O. Walter Marsico
- 47-2022 Refund Tax Overpayment / Block 1903; Lot 7 / 2 Paragon Drive

**BILLS:**

**REPORT OF REVENUE:**

**COMMITTEE REPORTS:**

**ENGINEER'S REPORT:**

Andrew Hipolit  
Report/Update

**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:**

Regular Workshop Meeting of the Mayor & Council to be held at 7:30pm on January 25, 2022 on Zoom Only – no in person at this time.

**Budget Meeting Dates/Times: - on Zoom Only**

January 24, 2022 @ 6:00 p.m.

January 31, 2022 @ 6:00 p.m.

**ZOOM information is as follows:**

Topic: M&C Meeting

<https://us02web.zoom.us/j/88491084325?pwd=L2U5RVpYMGIMeFdaNzdGcFFWUTd3UT09>

Passcode: 222775

By phone

1 929 436 2866


Webinar ID: 884 9108 4325


Passcode: 222775


**\*\*\*\*\*Disclaimer\*\*\*\*\* Subject to Additions And/Or Deletions**


# Borough of Montvale PROCLAMATION


*January 11, 2022*


 **HEREAS**, in 1872, J Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

 **HEREAS**, the holiday, called Arbor Day, was first observed with the planting of more than a million trees in Nebraska, and is observed nation-wide.

 **HEREAS**, trees can reduce the erosion of our precious topsoil by wind and water, lower our heating and cooling costs, moderate the temperature, clean the air, produce oxygen and provide habitat for wildlife, and

 **HEREAS**, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and countless other wood products, and

 **HEREAS**, trees in our town increase property values, enhance the economic vitality of business areas, and beautify our community.

 **OW, THEREFORE**, the Borough Council and I, Michael N. Ghassali, Mayor of the Borough of Montvale, County of Bergen, State of New Jersey, Do hereby proclaim January 11<sup>th</sup> as **Arbor Day**, and urge all citizens to support efforts to protect our trees and plant and care for trees to gladden the heart and promote the well-being of this and future generations.

**MICHAEL N. GHASSALI, MAYOR**

**BOROUGH OF MONTVALE  
ORDINANCE NO. 2022-1514**

**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 January 11, 2022 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 January 25, 2022 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 SALARY ORDINANCE NO. 2021-1509 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 FOR THE YEAR 2022**

**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		2022 Salary Range	
1.	Borough Administrator (PT)	\$50,000 -	58,000
2.	Safety Coordinator	\$3,000 -	7,000
3.	Chief Financial Officer (PT)	\$21,000 -	30,000
4.	Municipal Clerk (PT)	\$90,000 -	105,000
5.	Deputy Municipal Clerk (PT)	\$47,000 -	55,000
6.	Floater/ Admin. Assistant to Administrator	\$40,000 -	55,000
7.	Tax Collector (PT)	\$62,000 -	75,000
8.	Tax Assessor	\$37,000 -	45,000
9.	Treasurer/Purchasing Agent	\$78,000 -	90,000
10.	Deputy Treasurer	\$57,000 -	65,000
11.	Accounts Payable Clerk	\$42,000 -	50,000

Title		2022 Salary Range	
12.	Secretary, Planning Board/Land Use Admin. (PT)	\$83,000	95,000
13.	Planning Board Secretary Special Meetings	\$45 -	\$60/hour
14.	Board Secretary, Clerical/Recording	\$130 -	\$160
15.	Office Manager (PT)	\$4,000 -	7,000
16.	Board of Health Secretary	\$22 -	\$30/hour
17.	Registrar Vital Statistics	\$800 -	1,200
18.	Deputy Registrar Vital Statistics	\$250 -	500
19.	Construction Code Official	\$36,000 -	50,000
20.	Building Sub Code Official	\$36,000 -	50,000
21.	Zoning Officer	\$5,000 -	11,000
22.	Building Inspector (PT)	\$30,000 -	35,000
23.	Facilities Building & Property Inspector	\$20,000 -	30,000
24.	Property Maintenance Officer (PT)	\$20,000 -	25,000
25.	Construction Dept. Control Person	\$50,000 -	70,000
26.	Plumbing Sub Code Official	\$ 25,000 -	35,000
27.	Plumbing Inspector	\$25 -	\$50/hour
28.	Fire Sub Code Official	\$15,000 -	20,000
29.	Fire Sub Code Official special inspections	\$25 -	\$50/hour
30.	Electrical Sub Code Official	\$40,000 -	50,000
31.	Electrical Sub Code Official special inspections	\$25 -	\$50/hour
32.	Fire Prevention Official	\$62,000 -	74,000
33.	Fire Inspector/ Senior/Deputy Fire Official	\$7,600 -	25,000
34.	Fire Prevention Secretary	\$1,000 -	1,000
35.	Municipal Court Administrator	\$72,000 -	85,000
36.	Deputy Municipal Court Administrator	\$50,000 -	60,000
37.	Court Security	\$20 -	\$27/hour
38.	Violations Clerk	\$40,000 -	50,000
39.	Police Secretary	\$42,000 -	50,000
40.	Administrative Assistant for Police Chief	\$55,000 -	65,000
41.	Emergency Mgmt. Coordinator	\$5,000 -	7,000
42.	Deputy Emergency Mgmt. Coordinator	\$3,000 -	6,000
43.	Library Director	\$80,000 -	97,000
44.	Library – Library Adult Services	\$52,000 -	63,000

Title		2022 Salary Range	
45.	Library (PT)	\$13	- \$50/hour
46.	Library (PT) meetings	\$120	- \$225/mtg.
47.	Director, Public Assistance	\$2,000	- 5,000
48.	Director of Recreation	\$52,000	- \$64,000
49.	Recreation Assistant (PT)	\$20	- \$26/hour
50.	Park Monitor (PT)	\$20	- \$26/hour
51.	Van Drivers (PT)	\$20	- \$25/hour
52.	Station Technicians (PT)	\$15	- \$20/hour
53.	Booker Cable Access TV	2,000	- 5,000
54.	Archivist Records Manager/D.A.R.M.	\$25	- \$28/hour
55.	Deputy Construction Code Official	\$75,000	- 85,000

**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:

Title		2022 Salary Range	
A.	Municipal Judge	\$40,000	- 45,000
B.	Mayor	\$8,000	- 10,000
C.	Councilpersons (each)	\$6,500	- 8,000

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

Title		2022 Salary Range
A.	Chief	\$232,600 - 250,000
B.	Captain	\$210,000 - 225,000
C.	Lieutenant (Base Wage)	\$163,131 - 167,373
D.	Sergeants (Base Wage)	\$151,804 - 155,750
E.	Detective – Additional per year	\$3,500 - 4,000
F.	Juvenile Officer – Addt'l per year	\$400 - 400
G.	Asst. Juvenile Officer – Addt'l per year	\$350 - 350
H.	Special Police Officer Class III (SLEO)	\$50,000 - 57,000
I.	Special/Auxiliary Police	\$22/hour - \$26/hour
J.	School Cross Guard/Police Matrons	\$22/hour - \$26/hour

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

Police Officers Schedule (Base Wage Each)		
0-6 months	\$46,250	- 47,452
6 months – 1 year	\$52,970	- 54,347
1 – 2 years	\$59,689	- 61,241
2 – 3 years	\$73,126	- 75,027
3 – 4 years	\$86,564	- 88,815
4 – 5 years	\$100,001	- 102,601
5 – 6 years	\$113,438	- 116,388
6 – 7 years	\$126,878	- 130,176
7 – 8 years	\$140,315	- 143,963



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

<b>Years of Service</b>	<b>Officers Hired BEFORE January 1, 2006</b>	<b>Officers Hired AFTER January 1, 2006</b>
Beginning five (5) years	1%	-
Beginning seven (7) years	2%	-
Beginning nine (9) years	3%	1%
Beginning eleven (11) years	4%	2%
Beginning thirteen (13) years	5%	3%
Beginning fifteen (15) years	6%	4%
Beginning seventeen (17) years	7%	5%
Beginning nineteen (19) years	8%	6%
Beginning twenty-one (21) years	-	7%
Beginning twenty-two (22) years	-	8%
Beginning twenty-four (24) years	9%	9%

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

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

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

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

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

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

**SECTION 6.** This ordinance shall be operative as of January 1, 2022, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

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

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

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

\_\_\_\_\_  
ATTEST:  
MAUREEN IAROSI-ALWAN  
Municipal Clerk

INTRODUCTION: 1-11-2022

Councilmember	Yes	No
Arendacs		
Cudequest		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 1-25-2022

Councilmember	Yes	No
Arendacs		
Cudequest		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

**MINUTES  
WORK SESSION**

The Public Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:30PM. Adequate notice was published in the official newspaper of the Borough of Montvale.

**OPEN PUBLIC MEETING STATEMENT**

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

**ROLL CALL:**

Councilmember Arendacs - via Zoom  
Councilmember Cudequest  
Councilmember Koelling

Councilmember Lane - via Zoom  
Councilmember Roche - absent  
Councilmember Russo-Vogelsang - via Zoom

Also Present: Mayor Mike Ghassali; Borough Attorney, Joe Voytus (via zoom); Borough Engineer, Andrew Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

**ORDINANCES:**

None

**MINUTES:****December 16, 2021**

A motion to accept minutes by Councilmember Koelling; seconded by Councilmember Arendacs - all ayes

**CLOSED/EXECUTIVE MINUTES:**

None

**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.

**185-2021 Cancellation of Invoices/2019 Police Outside Detail**

**WHEREAS**, there exists outstanding invoices from 2019 for Police Outside detail which as not collected; and

**WHEREAS**, it has been determined that the following is to be cancelled;

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, that the following police outside detail old invoices be cancelled:

PSEG - ELECTRIC 09/30/19	\$1,666.44
AJM CONTRACTORS 10/31/19	\$1,103.37

Introduced by: Councilmember Cudequest; seconded by Councilmember Koelling - all ayes

**186-2021 Transfer Of Appropriations**

**WHEREAS**, certain transfer of funds for various 2021 budget appropriations are necessary to cover anticipated expenditures; and

# BOROUGH OF MONTVALE

DECEMBER 28, 2021

**WHEREAS**, N.J.S.A. 40A:4-58 provides for transfers from appropriations with an excess over and above the amount deemed to be necessary to fulfill the purpose for such appropriations, to those appropriations deemed to be insufficient;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, that the transfers be made between the 2021 budget appropriations as follows:

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
General Appropriations		
Operations - Within "CAPS"		
Revenue Administration(Collection of Taxes):		
Other Expenses	\$1,000.00	
Administrative and Executive:		
Salaries and Wages		\$1,000.00
Planning Board:		
Other Expenses	32,000.00	
Administrative and Executive:		
Other Expenses		32,000.00
Public Health Services(Board of Health)		
Other Expenses	1,000.00	
Public Health Services(Board of Health)		
Salaries and Wages		1,000.00
	\$34,000.00	\$34,000.00
	=====	=====

Introduced by: Councilmember Lane; seconded by Councilmember Cudequest - all ayes

## 187-2021 Resolution Awarding Change Order #1 and #2 American Asphalt & Milling Services, LLC for the NJDOT FY2020 - Various Streets Improvements Program in the Borough of Montvale

**WHEREAS**, the Borough of Montvale approves Change Order # 1 and Change Order #2; and  
**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale hereby approves change order No. 1 and change order No. 2 as described in the letter dated December 21, 2021 submitted from Colliers Engineer and design as attached to the original of this resolution be approved.

### **Contractor**

American Asphalt & Milling Services, LLC  
 96 Midland Avenue  
 Kearny, New Jersey 07032

### **Contract Amount Awarded Aug. 11, 2020**

Base:	\$193,258.80
Alternate "A":	\$117,490.90
Alternate "B":	\$117,146.58
<u>TOTAL:</u>	<u>\$427,896.28</u>

Progress Payment 4 reflects revised Fuel and Asphalt adjustments that were provided by the Contractor and updated during preparation of the submission documents for reimbursement to the NJDOT.

The Project Payment breakdown and Change Orders are as follows:

Contract Amount- Base Bid	\$ 193,258.80
Contract Amount- Alternate Bid 'A	\$ 117,490.90
Contract Amount- Alternate Bid 'B	<u>\$ 117,146.58</u>
Total Contract Amount	<u>\$427,896.28</u>

**BOROUGH OF MONTVALE****DECEMBER 28, 2021**

Change Order 1	\$( 43,965.28)
Proposed Change Order 2	<u>\$ 3,365.92</u>
Adjusted Contract Amount	\$ 387,296.92
Amount Completed to Date	\$ 387,296.92
Less Previous Payments	<u>\$(383,931.00)</u>
<b>Amount Due Progress Payment 4</b>	<b>\$ 3,365.92</b>

Introduced by: Councilmember Cudequest; seconded by Councilmember Koelling - all ayes

**188-2021 A Resolution Awarding Change Order #1 to DLS Contracting, Inc. for the Montvale 2019 Roadway Improvements Project**

**WHEREAS**, the Borough of Montvale awarded a contract on July 9, 2019 in connection with the Montvale 2019 Roadway Improvements Project to DLS Contracting, Inc.; and  
**Bidder**

DLS Contracting, Inc.  
271 Highway 46W, Suite D-205  
Fairfield, New Jersey 07004

Base Bid	\$714,875.75
Alternate "A"	\$ 26,000.00
Alternate "B"	\$ 36,230.00
Alternate "C"	\$ 30,474.75
Alternate "D"	\$ 91,489.25
Alternate "E"	<u>\$175,734.75</u>
<b>TOTAL</b>	<b>\$1,074,804.50</b>

**WHEREAS**, this Change Order was the result of bid quantities being higher than the field work performed. We had reviewed the work performed and take no exception to the adjusted quantities.

The Change Order and project breakdown is as follows:

Original Contract Amount	\$ 1,074,804.50
Change Order 1 Amount	\$(128,001.07)
Adjusted Contract Amount	\$ 946,803.43
Amount Completed to Date	\$ 946,803.43
Less Previous Payments	<u>\$946,803.43)</u>
Total Amount Due	0.00

Based upon our review, we recommend proposed Change Order 1 in the amount of \$-128,001 .07. Note that no payment is due the Contractor.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, that change order #1 is hereby approved as described in the letter dated December 21, 2021 from Colliers Engineering & Design which is attached to the original of this resolution.

Introduced by: Councilmember Cudequest; seconded by Councilmember Arendacs - all ayes

**189-2021 Resolution Awarding Change Order #1 to American Asphalt & Milling Services, LLC for the Montvale 2018 Roadway Improvements Project and Sports Court Project**

**WHEREAS**, the Borough of Montvale awarded a contract on September 25, 2018 in connection with the Montvale 2018 Roadway Improvements Project; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale that a change order #1 is hereby approved as described in the attached letter dated December 21, 2021 from Colliers Engineering & Design attached to the original of this resolution

**BOROUGH OF MONTVALE****DECEMBER 28, 2021****Bidder**

American Asphalt & Milling Services, LLC  
96 Midland Avenue  
Kearny, New Jersey 07032

**In the amount of:**

Base Bid	\$612,673.97
(Sports Court Project) Alternate "A"	<u>\$135,123.00</u>

Attached please find Change Order No. 1, prepared by Colliers Engineering & Design, dated December 15, 2021.

At this time, we recommend payment as noted below:

Original Contract Amount	\$
	747,796.97
Change Order 1 Amount	
	(56,585.41)
Adjusted Contract Amount	\$
	691,211.56
Amount Completed to Date	\$ 691,21
	1.56
Less Previous Payments	691.21 1.56)
Total Amount Due	0.00

Based upon our review, we recommend approval of Change Order 1 in the amount of \$56,585.41. Note that no payments are due the Contractor.

Introduced by: Councilmember Lane, seconded by Councilmember Koelling - all ayes

**BILLS:** *Municipal Clerk read the Bill Report*  
None

**ENGINEER'S REPORT:**

Andrew Hipolit  
Report/Update

- Proposal NJDOT FY2021 Various Street/Craig Road/Design/Bidding  
Monies are already in place. Asking for authorization to proceed with bid documents
- Proposal LaTrenta Parking Lot Improvements /Survey/Design & Bidding/Grant Administration  
Monies are already in place. Asking for authorization to proceed with bid documents

**ATTORNEY REPORT:**

Joe Voytus, Esq.  
Report/Update  
No report

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

- a. Award Notification Bergen County/Open Space, Recreation Trust Fund/Huff Park Playground Improvements

Received \$77,340 for Huff Park playground improvements. The remaining funding will be included with Recreations budget request.

**COMMUNICATION CORRESPONDENCE:**

None

**MEETING OPEN TO THE PUBLIC:**

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

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

A motion to open meeting to the public by Councilmember Cudequest; seconded by Councilmember Koelling – all ayes

No Public Comment

A motion to close meeting to the public by Councilmember Cudequest; seconded by Councilmember Russo-Vogelsang – all ayes

**ADJOURNMENT:**

Motion to adjourn by Councilmember Cudequest; seconded by Councilmember Koelling - all ayes

Meeting adjourned at 7:40pm

**ADJOURNMENT:**

The Re-Organization Meeting of the Mayor and Council will be held on Sunday, January 2<sup>nd</sup>, 2022 at 12:00 p.m. in person and on Zoom.

Budget meeting is scheduled for Monday, January 10<sup>th</sup> at 6:00 p.m. in Council Chambers in person and on Zoom.

The next Regular Meeting of the Mayor & Council will be held on Tuesday January 11<sup>th</sup>, 2022 at 7:30 p.m. in Council Chambers in person and on Zoom.

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

**NEW BUSINESS:**

- a. Award Notification Bergen County/Open Space, Recreation Trust Fund/Huff Park Playground Improvements

Received \$77,340 for Huff Park playground improvements. The remaining funding will be included with Receptions budget request.

**COMMUNICATION CORRESPONDENCE:**

None

**MEETING OPEN TO THE PUBLIC:**

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

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

A motion to open meeting to the public by Councilmember Cudequest; seconded by Councilmember Koelling – all ayes

No Public Comment

A motion to close meeting to the public by Councilmember Cudequest; seconded by Councilmember Russo-Vogelsang – all ayes

**ADJOURNMENT:**

Motion to adjourn by Councilmember Cudequest; seconded by Councilmember Koelling - all ayes

Meeting adjourned at 7:40pm

**ADJOURNMENT:**

The Re-Organization Meeting of the Mayor and Council will be held on Sunday, January 2<sup>nd</sup>, 2022 at 12:00 p.m. in person and on Zoom.

Budget meeting is scheduled for Monday, January 10<sup>th</sup> at 6:00 p.m. on Zoom.

The next Regular Meeting of the Mayor & Council will be held on Tuesday January 11<sup>th</sup>, 2022 at 7:30 p.m. on Zoom.

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



**SINE DIE MEETING  
BOROUGH OF MONTVALE  
MAYOR AND COUNCIL  
SUNDAY, JANUARY 2, 2022  
12:00 P.M.**

**SUNSHINE LAW STATEMENT**

In accordance with the provisions of the Open Public Meetings Law, notification of this meeting was provided to the Bergen Record on December 26, 2020 informing the public of time and place according to the provisions of the Open Public Meeting Law (Chapter 231, P.L.1975) posted on the Montvale web site and on the Municipal Building bulletin board

**MAYOR GHASSALI CALLS THE MEETING TO ORDER:**

**SALUTE TO THE FLAG:**

**ROLL CALL:**

Councilmember Arendacs  
Councilmember Cudequest  
Councilmember Koelling  
Councilmember Lane  
Councilmember Roche  
Councilmember Russo-Vogelsang

**UNFINISHED BUSINESS OF 2021:**

None

**ADJOURNMENT SINE DIE MEETING:**

A motion to adjourn by Councilmember Cudequest; seconded by Councilmember Lane - all ayes

**FOLLOWED BY REORGANIZATION MEETING FOR THE YEAR 2022:**

**RE-ORGANIZATION MEETING  
MINUTES**

The Re-Organization Meeting of the Mayor and Council was held in the Council Chambers and virtually on Zoom Tele-Conference and called to order at 12:00 PM. Adequate notification was published in the official newspaper of the Borough of Montvale according to the provisions of the Open Public Meeting Law (Chapter 231, P.L. 1975).

**OPENING PRAYER:**

Pastor Sam Goertz – Montvale Evangelical Free Church

**SWEARING IN OF COUNCILMEMBERS (3 YEAR TERM)**

Dieter Koelling

AnnMarie Russo-Vogelsang

County Commissioner, Tom Sullivan, presented a proclamation for Councilmembers Koelling and Russo-Vogelsang

**ROLL CALL**

Councilmember Arendacs

Councilmember Cudequest

Councilmember Koelling

Councilmember Lane

Councilmember Roche

Councilmember Russo-Vogelsang

Mayor Ghassali spoke briefly about former Councilmember Rose Curry:

We lost a strong voice and a fierce fighter yesterday morning, former Councilwoman Rose Curry who resigned this past November. Serving as Montvale PTO President and VP, working in Broadway and regional productions, directing area high school musicals, volunteering with the Boy Scouts, Girl Scouts, Tri-Boro Food Pantry, and Meals on Wheels, and of course served as Councilwoman for the last decade. For her years of dedication and work for our community, the Montvale Public Library will now bears the honorary name of Rose S. Curry Montvale Public library. Our condolences to her husband Brian and to the entire family, may she rest in peace.

**ELECTION OF COUNCIL PRESIDENT:**

(Council Appointment)

Motion by Councilmember Koelling to nominate Councilmember Russo-Vogelsang for Council President; seconded by Councilmember Lane - all ayes on roll call vote

**ELECTION OF PLANNING BOARD MEMBER:**

(Council appointment)

Motion by Councilmember Lane to nominate Councilmember Koelling for Planning Board Liaison seconded by Councilmember Cudequest - All ayes on roll call vote

**OATHS OF OFFICE ADMINISTERED TO OFFICERS OF MONTVALE FIRE DEPARTMENT  
SWEARING IN BY MAYOR MIKE GHASSALI**

Fire Chief, Geoffrey Gibbons

Deputy Fire Chief, Bruce Hopper

Captain, Michael Cintineo

Lieutenant, Richard Alton

NON-CONSENT RESOLUTIONS00-2022 RE: Temporary Budget

WHEREAS, 40A: 4-19 provides that where any contract, commitment or payment are to be made prior to the final adoption of the 2022 budget, temporary appropriations should be made for the purpose and amounts required in the manner and time therein provided; and

WHEREAS, the effective date of this resolution is January 1, 2022; and

WHEREAS, the total appropriations in the 2021 budget, exclusive of any appropriations for debt service, capital improvement fund and public assistance are as follows:

Current	\$18,303,547.00
---------	-----------------

WHEREAS, 26.25 percent of the total appropriations in the 2021 budget, exclusive of any appropriations for debt service, capital improvement fund and public assistance in said 2021 budget is as follows:

Current	\$ 4,804,681.08
---------	-----------------

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

**General Appropriations****Operations - Within "CAPS"**

Administrative and Executive:	
Salaries and Wages	\$75,000.00
Other Expenses	50,000.00
Mayor and Council:	
Salaries and Wages	17,000.00
Other Expenses	4,000.00
Borough Clerk:	
Salaries and Wages	47,500.00
Other Expenses	7,000.00
Financial Administration:	
Salaries and Wages	68,000.00
Other Expenses	9,500.00
Tax Assessment Administration (Assessment of Taxes):	
Salaries and Wages	12,000.00
Other Expenses	8,500.00
Revenue Administration (Collection of Taxes):	
Salaries and Wages	21,000.00
Other Expenses	10,500.00
Legal Services and Costs:	
Other Expenses	100,000.00
Engineering Services and Costs:	
Other Expenses	50,000.00
Cable TV Committee:	
Salaries and Wages	2,500.00
Other Expenses	4,000.00
Planning Board:	
Salaries and Wages	31,000.00
Other Expenses	50,000.00
Zoning Official:	
Salaries and Wages	3,000.00
Property Maintenance:	
Salaries and Wages	7,000.00
Life Insurance	1,500.00
General Liability Insurance	125,000.00
Worker's Compensation Insurance	100,000.00

**BOROUGH OF MONTVALE****JANUARY 2, 2022**

Employee Group Health	350,000.00
Employee Group Health - Waiver	10,000.00
Fire:	
Other Expenses	45,000.00
Fire Hydrant Service	60,000.00
Police:	
Salaries and Wages	1,200,000.00
Other Expenses	50,000.00
Acquisition of Police Vehicles	10,000.00
Police Dispatch / 911(Radio Communications):	
Other Expenses	10,000.00
First Aid Organization:	
Other Expenses	10,000.00
Emergency Management:	
Salaries and Wages	2,500.00
Other Expenses	2,500.00
Uniform Fire Safety:	
Salaries and Wages	37,000.00
Other Expenses	3,000.00
Prosecutor:	
Other Expenses	4,000.00
Road Repairs and Maintenance:	
Other Expenses	45,000.00
Sewer System:	
Other Expenses	40,000.00
Snow Removal/Storm Recovery:	
Other Expenses	50,000.00
Garbage and Trash Removal:	
Other Expenses	200,000.00
Public Buildings and Grounds:	
Salaries and Wages	7,000.00
Other Expenses	50,000.00
Maintenance of All Vehicles:	
Other Expenses	12,500.00
Municipal Services Act:	
Other Expenses	5,000.00
Public Health Services (Board of Health):	
Salaries and Wages	4,000.00
Other Expenses	25,000.00
Environmental Commission:	
Salaries and Wages	1,450.00
Other Expenses	500.00
Animal Control Services (Animal Regulation):	
Other Expenses	4,000.00
Welfare Administration (Public Assistance):	
Salaries and Wages	2,500.00
Other Expenses	200.00
Parks and Playground Maintenance:	
Other Expenses	1,000.00
Recreation:	
Salaries and Wages	22,000.00
Other Expenses	2,000.00
Senior Citizen:	
Salaries and Wages	6,000.00
Other Expenses	1,500.00
Municipal Court:	
Salaries and Wages	40,000.00
Other Expenses	3,000.00
Public Defender:	
Other Expenses	1,500.00
Construction Code Official:	
Salaries and Wages	65,000.00
Other Expenses	7,500.00
Building Sub-Code Official:	
Salaries and Wages	15,000.00
Plumbing Sub-Code Official:	
Salaries and Wages	10,000.00

Fire Sub-Code Official:	
Salaries and Wages	7,000.00
Electrical Sub-Code Official:	
Salaries and Wages	15,000.00
Elevator Sub-code Official:	
Other Expenses	10,000.00
Gasoline	20,000.00
Electricity	55,000.00
Telephone	15,000.00
Natural Gas	30,000.00
Street Lighting	40,000.00
Deferred Charges and Statutory	
Expenditures - Municipal Within "CAPS"	
Statutory Expenditures:	
Social Security System	60,000.00
Defined Contribution Retirement Program	4,000.00
	<u>3,475,650.00</u>
Operations - Excluded from "CAPS"	
Maintenance of Free Public Library	240,000.00
Sewer Processing and Disposal:	
Contractual	<u>315,000.00</u>
	<u>555,000.00</u>
Shared Service Agreements:	
Police Dispatch / 911:	
Other Expenses	55,000.00
Municipal Court Administration:	
Salaries and Wages	40,000.00
Other Expenses	20,000.00
Prosecutor:	
Other Expenses	4,000.00
Public Defender:	
Other Expenses	1,500.00
Pascack Valley Special Police Officers:	
Salaries & Wages	48,000.00
Other Expenses	5,500.00
Department of Public Works:	
Other Expenses	<u>600,000.00</u>
	<u>774,000.00</u>
	<u>4,804,650.00</u>
Municipal Debt Service - Excluded from "CAPS"	
Payment of Bond Principal	1,265,000.00
Interest on Bonds	<u>344,515.00</u>
	<u>1,609,515.00</u>
	<u>\$6,414,165.00</u>
	=====

Introduced by Councilmember Lane; seconded by Councilmember Roche - a roll call was taken - all ayes

#### **17-2022 Officers Fire Department**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that the following Officers of the Montvale Fire Department be approved for the year 2022:

Fire Chief	-	Geoffrey Gibbons
Deputy Fire Chief	-	Bruce Hopper
Captain	-	Michael Cintineo
Lieutenant	-	Rick Alton

Introduced by Councilmember Cudequest; seconded by Councilmember Lane - a roll call was taken - all ayes

**18-2022 Professional Service Contract Appointments 2021 / New Jersey Local Unit Pay to Play"****Law, N.J.S.A. 19:44A-20.4**

**WHEREAS**, on January 2006, the "New Jersey Local Unit Pay to Play" Law, N.J.S.A. 19:44A-20.4, et. seq., took effect; and

**WHEREAS**, the Borough of Montvale has a need to award certain professional contracts for services required by the municipality in calendar year 2021; and

**WHEREAS**, the Pay to Play Law permits such services to be acquired through the "non-fair and open" process as declined in N.J.S.A. 19:44A-20.4 or 20.5 on those contracts where it is anticipated that the total cost will exceed \$17,500.00; and

**WHEREAS**, the anticipated term of these contracts is 1 year; and

**WHEREAS**, the public good and interest of the citizens of the Borough of Montvale will best be served by the "alternative" process to secure experienced professional services, rather than the "fair and open" process awarding a contract to the lowest bidder; and

**WHEREAS**, each professional will be required to first complete and submit a Business Entity Disclosure Certification which certifies these professionals have not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that said professionals will be prohibited from making any reportable contributions through the term of the contract, and

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

The following professional 2022 contracts shall be awarded under the alternative process at the next regular meeting of the Governing Body:

*Borough Attorney:*

Joseph Voytus  
Boggia, Boggia, Betesh & Voytus, LLC  
71 Mt. Vernon Street  
Ridgefield Park, NJ 07660

*Borough Engineer:*

Andrew Hipolit  
Colliers Engineering & Design  
400 Valley Road, Suite 304  
Mount Arlington, NJ 07856

*Auditor:*

Jeff Bliss  
Lerch, Vinci & Higgins  
1717 Route 208  
Fairlawn, NJ 07407

The said professionals, prior to securing such contract, shall execute and file with the Municipal Clerk, a 2022 *Business Entity Disclosure Certification* pursuant to N.J.S.A. 19:44A-20-8.

Introduced by Councilmember Lane; seconded by Councilmember Cudequest – a roll call was taken - all ayes

**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 requests it, in which case, the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

**\*CONSENT AGENDA****RESOLUTIONS 01-2022 THROUGH 16-2022, 19-2022, 20-2022 and 21-2022****01-2022 Cash Management Plan**

**WHEREAS**, P. L. 1983, Chapter 8, Local Fiscal Affairs Law; N.J.S. 40A:5-2, has been amended to require that each municipality designate a Cash Management Plan for the deposit of each local unit's monies,

**NOW THEREFORE, BE IT RESOLVED**, that the following Cash Management Plan of the Borough of Montvale be and hereby is adopted:

**A. DESIGNATION OF OFFICIAL DEPOSITORIES:**

The following financial institutions are designated official depositories:

Bank of America  
Wells Fargo  
N.J. Cash Management Fund  
TD Bank

2. Designated Official depositories are required to submit to the Chief Financial Officer of the Borough of Montvale a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act Notification of eligibility, which must be filed semiannually in the Department of Banking as of June 30<sup>th</sup> and December 31<sup>st</sup> of each year. Said Notices must be available for annual audit.
3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's "Annual Report" on an annual basis.

**B. DEPOSIT OF FUNDS**

All funds shall be deposited within Forty-Eight (48) hours of receipt in accordance with State statute.

1. Operating funds shall be deposited into interest bearing accounts to maximize interest earnings.
2. Capital and Debt service funds may be deposited into interest bearing accounts. Non-Interest bearing accounts shall be regularly monitored for the availability of funds for investment.
3. Trust funds may be deposited into interest bearing accounts in accordance with the State statutes regulating the deposit of developer's escrow deposits. Non-Interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.
4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

**C. DEFINITION OF ALLOWABLE INVESTMENT INSTRUMENTS:**

The Borough may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C.17:9-44) and other instruments specified below:

1. United States Treasury Bills (T-Bills)
2. Borough of Montvale Bonds or Notes
3. Commercial Bank Deposits and Certificates of Deposit (CD's)
4. Repurchase Agreements (Repo's)
5. Investments in Savings and Loan Association
6. United States Government Agency and Instrumentality Obligations
7. State of New Jersey Cash Management Fund
8. School District Obligations

**D. DEFINITION OF ACCEPTABLE COLLATERAL AND PROTECTION OF BOROUGH ASSETS**

1. All designated depositories must conform to all applicable State statutes concerning depositories of Public Funds.

2. All depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage of all Borough Assets (Demand and Certificate of Deposit)
3. Collateral will be required for all deposits and investments of the Borough, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent of all deposits and investments.
4. For pledges by depositories on Borough Funds, the following securities will be considered acceptable for pledges:
  - a. Any security backed by the U.S. Government
  - b. Any direct obligation of any taxing authority within the Borough of Montvale
  - c. Real Estate Mortgage Loans for Real Estate property located within the Montvale market area. Pledges of Real Estate Mortgage Loans shall be maintained at a market value of 115 percent of deposits
  - d. All pledges of collateral must be indicated on an advice copy of the investment instrument which shall be forwarded to the Chief Financial Officer or Treasurer

E. COMPENSATING BALANCE AGREEMENTS:

Where compensating balances are used to offset bank expenses, an agreement between the bank and the Borough shall be executed, specifying the charge for each service. Said agreement shall be reviewed annually.

F. REPORTING PROCEDURES:

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

1. MONTHLY REPORTING: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.
2. QUARTERLY REPORTING: A detailed summary analysis of all investments by fund, specifying the quarterly interest rate earned, quarterly interest earned on NOW and Savings Accounts and Year-To-Date total interest earnings.
3. The Treasurer shall prepare a schedule of outstanding investments for the independent auditors as of December 31<sup>st</sup> of each year and at other such times as required by the auditors.
4. The Treasurer shall also periodically provide analysis of average daily balances in interest bearing checking accounts vs. other investment vehicle potential.
5. All such reports may include a comparison of current investment income vs. forecast, prior year or market conditions.

G. DIVERSIFICATION REQUIREMENTS:

The Chief Financial Officer and Treasurer shall closely examine investments to guard against the effects of a financial institution going into default. This may be accomplished through the practice of spreading the investments around in various designated official depositories.



H. MAXIMUM MATURITY POLICY:

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.

I. INVESTMENT PROCEDURES:

Bids for Certificates of Deposit and Repurchase Agreements will be solicited of at least three (3) designated depositories only if the amount is \$100,000 or greater.

Telephone bids will be solicited of designated depositories by the Chief Financial Officer or Treasurer or designated staff member.

The depository shall specify the principal amount of the investment bid on, interest rate and number of days used to calculate the interest to be paid upon maturity.

Interest paid shall be from the date the bid was awarded to the date of maturity.

All bidders may request the results of the bid after the bid is formally awarded.

A check or wire transfer of funds will be made available to the winning bidder on the same business day the bid is awarded.

Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Borough may be used.

J. RETURN ON INVESTMENT:

Where the return on a proposed investment does not exceed the cost of making said investment by a minimum amount the Chief Financial Officer and/or Treasurer will not make the investment. The Chief Financial Officer and/or Treasurer shall have the discretion to award an investment to the bank wherein the funds reside, should that bank's quoted rate be less than other quoted rates received in the event that the differential in interest rates is less than 25 basis points, and providing that the term of the investment is less than fifteen (15) days.

K. CONTROLS:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designed for telephone orders, wire transfers and securities safekeeping. Only specifically designated personnel shall be allowed to conduct this part of the transactions, and all activity should be subject to immediate written confirmation by the designated depository. The Treasurer shall review each day's activity.

L. BONDING:

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Tax Collector  
Treasurer  
Municipal Court Administrator  
Deputy Municipal Court Administrator  
Magistrate

Staff members of the Department of Finance not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond in the minimum amount of \$50,000.00

- M. COMPLIANCE:  
The Cash Management Plan of the Borough of Montvale shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.
- N. The official charged with the custody of the monies of the Borough of Montvale shall deposit them as designated by the Cash Management Plan and shall thereafter be
- O. relieved of any liability or loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan pursuant to N.J.S. 40A:5-2.
- P. Where a conflict exists between this Cash Management Plan and State statute, the applicable State statute shall apply.
- Q. The Cash Management Plan shall be subject to the approval of the Borough Attorney.

**02-2022 Authorizing payment to the United States Postal Service to affect the use of a Postal Machine**

BE IT RESOLVED by the Mayor and Council of the Borough of Montvale, N.J., that the Administrator be authorized to issue payment through appropriate methods, to the United States Postal Service, not to exceed One Thousand Dollars (\$1,000.00) per month, to effect the use of a Postal Mailing System.

**03-2022 Establish 2022 Holiday Schedule For Administrative Non-Contractual Employees**

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following 2022 Holiday Schedule for eligible Administrative non-contractual employees be and is hereby established:

**SECTION 1.** Mandatory holidays during which Borough Hall Administrative Offices shall be closed:

<b><u>HOLIDAY</u></b>	<b><u>DAY OBSERVED</u></b>
Martin Luther King Day	Monday, January 17
President's Day	Monday, February 21
Memorial Day	Monday, May 30
Juneteenth	Monday, June 20 (observed)
Independence Day	Monday, July 4
Labor Day	Monday, September 5
Columbus Day	Monday, October 10
Veterans Day	Friday, November 11
Thanksgiving Day	Thursday, November 24
and the Day After	Friday, November 25
Christmas Day	Monday, December 26 (observed)
New Year's Day	Monday, January 2, 2023 (observed)

**SECTION 2.** Two Floating Holidays to be taken any time during the year. If not used during the calendar year, it will be lost with no ability to be carried or receive pay.

**SECTION 3.** If any of the above holidays fall on Saturday, the holiday shall be observed on Friday. If any of the above holidays fall on Sunday, the holiday shall be observed on Monday.

If Christmas Day and New Year's Day fall on Saturday, these two holidays shall be observed on Friday. Therefore, the two-1/2 holidays shall be observed on the Thursday before the holidays.

If Christmas Day and New Year's Day fall on Sunday, these two holidays shall be observed on Monday. Therefore, the two-1/2 holidays shall be observed on the Friday before the holidays.

**SECTION 4.** Pursuant to the Personnel Policy, those employees classified as full-time employees (working 35 hours or more each week) shall be entitled to all days, as outlined above in Section 1 through Section 3. Pursuant to the Personnel Policy, all employees classified as part-time employees (working less than 35 hours per week) and eligible to receive holidays, shall only be entitled to the holidays listed in Section 1, and only when the holidays fall on their regularly scheduled days of work.

**04-2022 Designating the Mayor, Municipal Clerk, Administrator, Chief Municipal Financial Officer and Treasurer as Official signatories on Borough Warrants and the Judge, Municipal Court Administrator and Deputy Court Administrator as Official signatories on Municipal Court Accounts**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, N.J., that the Mayor, Municipal Clerk, Treasurer, Borough Administrator, Certified Municipal Finance Officer are hereby designated as the official signatories on Borough Warrants.

**BE IT FURTHER RESOLVED**, that the Judge, Municipal Court Administrator and Deputy Court Administrator are hereby designated as the official signatories on all Municipal Court accounts.

**05-2022 Roll Call of the Council members to be called in alphabetical order**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J. that a Roll Call of the Council Members at the Council meetings is to be taken in alphabetical order.

**06-2022 Authorizing the Mayor, Clerk and Collector to issue warrants for certain items with ratification at the following meeting**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that the Mayor, Clerk and Collector be authorized to issue warrants for the following purposes, with ratification at the following meeting, on due dates for the following items:

- Board of Education, Montvale, NJ
- Pascack Valley Regional Board of Education
- County Tax
- Bergen County Sewer Authority
- Medical Insurance
- Life Insurance
- Bond and Note Payments
- Interest on Bonds and Notes
- Payrolls
- Investments
- Gasoline
- Scavenger Service

**07-2022 All bills to be presented in proper form to the Finance Department no later than the 25th of each month**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that all bills must be presented in proper form to the Finance Department no later than the 25<sup>th</sup> of each month, and

**BE IT FURTHER RESOLVED** that any bills received later than this date shall be held over for payment until the following month.

**08-2022 Change Fund in the amount of \$150.00 front counter Administration; Municipal Clerk petty cash \$500.00; Municipal Court \$150.00 each for a total of \$450.00; and \$300.00 for the Police Department**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that the governing body approves the establishment of "a general change fund at the front counter in the municipal

building in the amount of \$150.00, the Municipal Clerk/Deputy Municipal Clerk has a petty cash fund in the amount of \$500.00, the Joint Municipal Court Violations Clerks (3) have a change fund in the amount of \$450.00 or \$150.00 each; and the Police Department has a petty cash fund in the amount of \$300.00.

**09-2022 Designation of official newspapers for advertising for the Borough of Montvale**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that the following newspapers are hereby designated as the official newspapers for advertising for the Borough of Montvale, NJ for the year 2022:

The Bergen Record – Hackensack, N.J.  
The Ridgewood News – Hackensack, N.J.  
The Star Ledger – Newark, NJ

**10-2022 Fixing the rate of interest to be charged for the nonpayment of taxes, assessments and excess sewer fees**

**WHEREAS**, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes, assessments and excess sewer fees subject to any abatement or discount for the late payment of taxes, assessments and excess sewer fees as provided by law; and

**WHEREAS**, R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00;

**NOW THEREFORE, BE IT RESOLVED**, by the Borough of Montvale, County of Bergen, State of New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes and excess sewer fees becoming delinquent after due date and 18% per annum on any amount of taxes and excess sewer fees in excess of \$1,500.00 becoming delinquent after due date, subject to any abatement or discount for the late payment of taxes and excess sewer fees as provided by law.
2. Re Chapter 72 laws of 94 CTC 94-3. If the new tax bills are not in the mail by June 14, interest will then be charged 25 calendar days after the bills were mailed. Interest shall be calculated from August 1.
3. No interest shall be charged if payment of any quarterly tax payment and bi-annual excess sewer fees is received within ten (10) days of the date upon which the same becomes payable.
4. In connection with any delinquency of taxes, assessments or municipal charges in excess of \$10,000 which has not been paid prior to the end of a calendar year, there shall be imposed a penalty in a sum equal to six (6%) percent of the delinquency in excess of \$10,000.
5. With respect to tax certificates in excess of the sum of \$200 the following additional penalties shall be charged: two (2%) percent on the amount due over \$200 up to \$5,000; four (4%) percent of the amount due over \$5,000 up to \$10,000; and six (6%) percent on the amount in excess of \$10,000; plus cost 2% and \$25.00 per Title 54.
6. Any payments not made in accordance with Paragraph Two of this resolution shall be charged interest from the due date, as set forth in Paragraph One of this resolution.
7. The Tax Collector is authorized to hold a tax sale for unpaid taxes and/or excess sewer charges.
8. This resolution shall be published in its entirety once in the newspaper.
9. A certified copy of this resolution shall be provided by the Office of the Municipal Clerk to each of the following officials: Tax Collector; Borough Attorney; Borough Auditor; Chief Financial Officer.

**11-2022 Order of business to be followed at all regular meetings of the Mayor and Council**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., the agenda to the extent known will be established and printed for each regular meeting of the Council.

**BE IT FURTHER RESOLVED**, the agenda is subject to amendments by a majority vote of the council and action may be taken on issues that are not listed on the agenda, as authorized by the Open Public Meetings Act.

**BE IT FURTHER RESOLVED** that the following order of business shall be followed at all public meetings of the Mayor and Council of the Borough of Montvale, N.J.

1. Roll Call
2. Reading and/or approval of all unapproved minutes
3. Second reading, public hearing and final passage of ordinances and introduction of ordinances
4. Presentation of resolutions/consent resolutions

5. Presentation of bills
6. Reports of committees, Mayor, Treasurer and Administrator
7. Old Business
8. New Business
9. Reading of all communications, petitions, etc.
10. Both Public and Workshop Meetings are opened to the public to speak
11. Adjournment

The Borough Council will conduct a meeting on the last Tuesday of each month, which will serve as workshop sessions. Action may be taken at this meeting. The public is invited to attend all meetings and speak at all public and workshop sessions of the Mayor & Council.

**12-2022 All monies collected by any Borough Official or Employee of the Borough shall be turned over the Borough Treasurer within 48 hours**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that all monies collected by any Borough Official or Employee of the Borough of Montvale, N.J. shall be turned over to the Borough Treasurer, in full, within forty-eight (48) hours, without any fees being deducted; and

**BE IT RESOLVED**, the Tax Collector or Borough Treasurer shall deposit funds collected within forty-eight (48) hours, as required by law; and

**BE IT RESOLVED**, all cash receivables will be posted and recorded; and

**BE IT FURTHER RESOLVED** that any fees to which any Borough Official or Employee is entitled shall be set forth in detail on a regular Borough Voucher and presented for payment in the same manner as all bills are submitted.

**13-2022 Establish Mayor & Council Meeting Schedule for the Year 2022**

**BE IT RESOLVED** that public meetings of the Mayor and Borough Council shall be held on the following dates for the year 2022:

<b>*January 2 (Sunday)</b>	Organization Meeting
January 11	Public Meeting
January 25	Workshop Session
February 8	Public Meeting
February 22	Workshop Session
March 8	Public Meeting
March 29	Workshop Session
April 12	Public Meeting
April 26	Workshop Session
May 10	Public Meeting
May 31	Workshop Session
June 14	Public Meeting
June 28	Workshop Session
July 12	Public Meeting
July 26	Workshop Session
August 9	Public Meeting
<b>Cancelled</b>	Workshop Session
September 13	Public Meeting
September 27	Workshop Session
October 11	Public Meeting
October 25	Workshop Session
<b>*November 10(Thursday)</b>	Public Meeting
November 29	Workshop Session
December 13	Public Meeting
December 27	Workshop Session

Due to the current Public Health Emergency, and in accordance with the Division of Local Government Services Remote Meeting Protocol for Local Public Bodies During Declared Emergency New Rules,

N.J.A.C. 5:39, the meeting will be held either remotely via Zoom or in-person at the Borough of Montvale Municipal Complex, 12 Mercedes Drive, 2<sup>ND</sup> Floor, Montvale, New Jersey, as conditions dictate.

ZOOM information is as follows:

Topic: M&C Meeting

<https://us02web.zoom.us/j/88491084325?pwd=L2U5RVpYMGIMeFdaNzdGcFFWUTd3UT09>

Passcode: 222775

By phone: 1 929 436 2866

Webinar ID: 884 9108 4325

Passcode: 222775

Documents for each meeting will be posted on the website, and members of the public shall be allowed to make public comment during remote meetings by audio only or by audio and video. In advance of the remote meeting, public comments may be submitted to [miarossi@montvaleboro.org](mailto:miarossi@montvaleboro.org) by email or by written letter no later than 12:00 p.m. on the date of the meeting. In the event that it is determined that meetings can be safely held in-person at the Municipal Complex instead of via Zoom, notice of this determination will be posted on the Borough website [www.montvale.org](http://www.montvale.org). All posted agendas for scheduled meetings will indicate whether the meeting is being held remotely or in-person.

All meetings will commence at 7:30 p.m. except where noted. Closed sessions of the Mayor and Council may commence before 7:30 p.m. as indicated on the agenda for the meeting.

Meeting dates are subject to change. 48-hour notification will be provided as per N.J.S.A. 10:4-18.

**ACTION MAY BE TAKEN AT BOTH PUBLIC AND WORKSHOP MEETINGS.**

#### **14-2022 Procedure for the Periodic Release of Closed Session Minutes**

**WHEREAS**, the Borough Council of the Borough of Montvale periodically conducts executive session meetings pursuant to N.J.S.A. 10:4-12; and

**WHEREAS**, the Borough Council is desirous of establishing a procedure for the periodic release of minutes of executive session meetings.

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

- **Borough Council Minutes Review Committee.** There shall be a minutes review committee (MRC) consisting of the Borough Administrator, the Borough Attorney and the Municipal Clerk, whose job shall be to periodically review the minutes of closed sessions of the Borough Council and make recommendations to the Borough Council which minutes should be made public. The MRC shall have no power and shall not be a "public body" within the meaning of the Open Public Meetings Act.
- **Meetings of MRC.** The MRC shall meet on an as-needed basis. Meetings of the MRC shall be as scheduled at the convenience of the MRC members by the Borough Administrator.
- **Preparatory staff work.** Prior to each meeting of the MRC, the Borough Attorney shall prepare a list of all closed sessions minutes which have been prepared by the Borough Attorney that have not been made public. The list and the minutes listed shall be made available to the MRC at their meetings.
- **Basis for recommendation.** Recommendations to make minutes public shall be on a case-by-case basis, taking into consideration both the interest in maintaining confidentiality set forth in N.J.S.A. 10:4-12 and the interest in prompt disclosure set forth in N.J.S.A. 10:4-14. The applicable guidelines set forth in paragraph 7 of this resolution may be considered as a general standard.

- Decision. The decision to make public the minutes of any closed session shall be made only by the Governing Body of the Borough of Montvale and shall be based on a finding that public disclosure of the matters discussed at such closed session will not be detrimental to the public interest. In making this finding, the public body shall take into consideration, but need not agree with, the recommendation of the MRC and the basis for the recommendation as set forth in paragraph 4 above. In cases where more than one matter was discussed in closed session, the public body may elect to make public only the minutes pertaining to certain of those matters, and to keep the remaining portion(s) of the minutes confidential. Should the minutes contain any material entitled to protection, the public body shall excise or redact such protected matter, provided, that all materials required to be contained in the minutes by N.J.S.A. 10:4-14 shall be set forth.
- Once public, always public. Minutes which are made public shall not thereafter be treated as confidential, but may be seen and copied by any person in the same manner as minutes of open meetings.
- Guidelines. The following general guidelines pertaining to the nine purposes for closed meetings set forth in N.J.S.A. 10:4-12.B, may be considered in recommending and deciding when to make public minutes of closed session;
  - (a) Matters required by law to be confidential. When the need to preserve the secrecy of the confidential information discussed no longer exists; provided, that material entitled to court protection shall not be disclosed.
  - (b) Matters affecting the right to receive federal funds. When disclosure would no longer impair the right to receive funds or cause funds already received to be forfeited.
  - (c) Matters involving individual privacy. Such matters shall not be disclosed except as ordered by a court of competent jurisdiction, or with the written consent of all of the individual(s) concerned.
  - (d) Matters relating to collective bargaining agreements. When the collective bargaining agreement has been made, executed, and ratified.
  - (e) Certain matters involving public funds. After the transaction involving the public funds has been made.
  - (f) Matters affecting public safety and property. When the disclosure would no longer impair the safety and property of the public or the conduct of any investigation.
  - (g) Litigation, contract negotiation and certain privileged matters. As to litigation, when a final decision has been rendered and all rights of appeal are exhausted; as to anticipated litigation, when the statute of limitations has been made as to contract negotiation, when either the contract has been made and is binding on all parties or if not made, when negotiation is terminated; as to matters falling within the attorney-client privilege, at such time, if ever, that disclosure would not violate the attorney's ethical duties.
  - (h) Employment matters. When the employment decision has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.
  - (i) Deliberations after hearing in penalty matters. After the decision of whether to impose the penalty has been made and all rights to litigate or appeal are exhausted; provided, that material entitled to court protection shall not be disclosed.

**15-2022 Open Public Meetings Act, Chapter 231 of Public Laws of the State of New Jersey Closed Executive Sessions of the Montvale Governing Body**

**WHEREAS**, it is necessary for the Mayor and Council of the Borough of Montvale to discuss matters relating to such matters and which matters are permitted by Section 7.b of the Open Public Meeting Act, Chapter 231 of the Public Laws of the State of New Jersey for 1975 to be discussed in closed session in the absence of the public from time to time:

- 1.) Any matter considered confidential by federal law, state statute, or court rule;
- 2.) Any matter in which the release of information would impair the receipt of federal funds;

- 3.) Any material which would constitute an unwarranted invasion of individual privacy if disclosed;
- 4.) Any collective bargaining agreements or other discussion of the terms and conditions of a collective bargaining agreement, including negotiations leading up to such an agreement.
- 5.) Any matter involving the purchase, lease or acquisition of real property with public funds, the setting of banking rates or investment of public funds where disclosure of such matter could adversely affect the public interest.
- 6.) Any tactics and techniques used in protecting the safety and property of the public and investigations of violations or possible violations of the law.
- 7.) Any pending or anticipated litigation or contract negotiations in which the public body is or may become a party, and any matter falling within the attorney-client privilege, to the extent that confidentiality is required to preserve the attorney-client relationship.
- 8.) Personnel matters related to the employment, appointment or termination of current or prospective employees, unless all individuals who could be adversely affected request, in writing, that the matter be discussed at a public meeting.
- 9.) Any deliberations of a public body occurring after a public hearing that may result in the imposition of a fine upon an individual or the suspension or the loss of license or permit belonging to an individual.

**WHEREAS**, the Mayor and Council of the Borough of Montvale have determined that it is necessary in the public interest that the matters in fact be discussed in closed session, and has estimated that as nearly as can now be ascertained, the results of the discussion can be disclosed to the public at the conclusion of such matters; and

**WHEREAS**, any motion to go into closed session will be deemed to include a motion that the matters discussed at such closed session will be disclosed to the public when such matters are finally determined and there is no further reason to prohibit the public disclosure of information relating to such matters; and

**NOW, THEREFORE BE IT RESOLVED**, that any motion to go into closed session shall have the same effect as this resolution being adopted; and

**NOW, THEREFORE BE IT FURTHER RESOLVED** that the public be excluded from said portions of the meetings, when said closed session is deemed necessary and the appropriate motion adopted.

**16-2022 Adoption of year 2022 By-Laws of the Mayor and Council of the Borough of Montvale**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, N.J., that the By-laws of the Mayor and Council of the Borough of Montvale are hereby adopted.

**19-2022 Adoption Borough Policy & Procedures Manual / Administration**

**WHEREAS**, the Municipality has a Policies & Procedures Manual which has been established to ensure Employees and prospective Employees are treated in a manner consistent with all applicable employment laws, regulations and protocols; and

**WHEREAS**, the Borough places great value and consideration in relation to the health, well-being and safety of its Employees.

**WHEREAS**, said Manual is also in accordance with the requirements promulgated by the Bergen County Municipal Joint Insurance Fund and under the auspices of the New Jersey Municipal Excess Liability Fund; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey the Manual previously adopted by Resolution is hereby reaffirmed to serve as the Borough's Policies and Procedures serving and applying to every Employee, Volunteer, Elected & Appointed Official and Independent Contractor(s) serving the Municipality; and

**BE IT FURTHER RESOLVED**, the Borough will continue to monitor changes in Federal and State Statutes and Regulations to ensure continued compliance with applicable laws, regulations and policies that impact the employment practices of the Municipality; and

**BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be maintained on file in the Clerk's office and shall also be forwarded to Professional Insurance Associates, 429 Hackensack Street, P.O. Box 818 Carlstadt, NJ 07072, Risk Management Consultant to the Municipality.

**20-2022 Re-affirming the Borough's Existing Policy For Eligible Municipal Employee To Voluntarily Waive The Medical & Prescription Coverages Provided Through The Employee Benefits Program Calendar Year 2022**

**WHEREAS**, the Borough of Montvale provides a comprehensive health benefits program comprised of medical, prescription, dental and vision coverages for eligible municipal employees, dependents and retirees; and

**WHEREAS**, the Governing Body desires the continuance of the program offering for the 2022 Calendar Year.

**NOW, THEREFORE BE IT RESOLVED**, the Mayor and Council of the Borough of Montvale, County of Bergen, hereby re-authorizes the offering of the Borough's "Opt – Out" Program to municipal employees/Plan participants



eligible for health benefits coverage through the Borough Employee Health Benefit Program, whereby the employee/plan participant can voluntarily waive participation in consideration of an annual financial incentive; and **BE IT FURTHER RESOLVED**, the waiver of benefits financial incentive shall be set on an annual basis, such incentive set for the 2022 calendar year as follows:

**FOR THOSE EMPLOYEES/PLAN PARTICIPANTS PARTICIPATING IN THE OPT-OUT  
AFTER MAY, 21, 2010**

<b>ELIGIBLE COVERAGE</b>	<b>ANNUAL FINANCIAL INCENTIVE (2022)</b>
<b>Single</b>	<b>25% of the Net Savings to the Borough of Montvale or \$5,000, whichever is less</b>
<b>Employee/Spouse</b>	
<b>Parent/Child</b>	
<b>Family</b>	

**BE IT FURTHER RESOLVED**, the above schedules are consistent with the amounts set forth by the Borough and in accordance with the provisions set forth by the NJ Divisions of Local Government Services, as established by Chapter 2, P.L. 2010.

**BE IT FURTHER RESOLVED**, the specific terms and conditions of said waiver of coverage are contained within the "Waiver of Coverage Offer and Agreement," a copy attached herewith and affirmed by this Resolution; and **BE IT FURTHER RESOLVED**, a certified copy of this Resolution shall be forwarded to the Borough Finance Officer, Health Benefits Consultant and Borough Attorney.

**21-2022 A Resolution To Affirm The Borough Of Montvale's Civil Rights Policy With Respect To All Officials, Appointees, Employees, Prospective Employees, Volunteers, Independent Contractors, And Members Of The Public That Come Into Contact With Municipal Employees, Officials And Volunteers**

**WHEREAS**, it is the policy of the Borough of Montvale to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act, and

**WHEREAS**, the governing body of the Borough of Montvale has determined that certain procedures need to be established to accomplish this policy

**NOW, THEREFORE BE IT ADOPTED** by the Governing Body of the Borough of Montvale that:

**Section 1:** No official, employee, appointee or volunteer of the Borough of Montvale by whatever title known, or any entity that is in any way a part of the Borough of Montvale shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Montvale's business or using the facilities or property of the Borough of Montvale.

**Section 2:** The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Montvale to provide services that otherwise could be performed by the Borough of Montvale.

**Section 3:** Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

**Section 4:** The Governing Body shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

**Section 5:** No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

**Section 6:** The Governing Body shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Montvale as well as all other entities subject to this

resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

**Section 7:** The Governing Body shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

**Section 8:** At least annually, the Governing Body shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Montvale. This communication shall include a statement from the governing body expressing its unequivocal commitment to enforce this resolution. This summary shall also be posted on the Borough of Montvale web site.

**Section 9:** This resolution shall take effect immediately.

**Section 10:** A copy of this resolution shall be published in the official newspaper of the Borough of Montvale in order for the public to be made aware of this policy and the Borough of Montvale's commitment to the implementation and enforcement of this policy.

Introduced by Councilmember Lane; seconded by Councilmember Roche - all ayes on a roll call vote

**MAYOR & GOVERNING BODY APPOINTMENTS, 2022 STAFF, BOARD AND COMMITTEE APPOINTMENTS**

Mayor Ghassali read the staff, board and committee appointments into the record. (Listing attached to original minutes).

A motion by Councilmember Cudequest; seconded by Councilmember Roche - all ayes on a roll call vote

**OPEN MEETING TO PUBLIC:**

Motion to open meeting to the public by Councilmember Lane; seconded by Councilmember Cudequest - All ayes

**NO PUBLIC COMMENT**

**CLOSE MEETING TO PUBLIC:**

Motion to close meeting to the public by Councilmember Lane; seconded by Councilmember Roche - All ayes

**COUNCIL COMMENTS:**

**Councilmember President Russo-Vogelsang**

I want to start by wishing all of the people of Montvale a Happy New Year. I wish all of you joy, peace, love, happiness, health and good luck this year. Thank you for your trust and faith in re-electing me to a second term. I also want to thank my colleagues for your vote of confidence in my ability to lead the council for the upcoming year. I am honored to be your Council President. Congratulations to Theresa Cudequest for being appointed to the council. I would like to thank all of our committees and volunteers, especially the Montvale Fire Department, Tri-Boro, and Police department who all work tirelessly for us. I look forward to working with all my committees, Municipal Alliance, Economic Development, Local BOE, The senior club, Local Assistance, Historic Preservation, Construction and the Montvale Fire Dept. This past year was an especially hard one for us as we have lost and almost lost some very special people that I have known most of my life. For those we have lost, my life is better for having known you and we will always remember you. Lastly, I would like to thank my family for their love and support with all that I do. I will continue to do my best for the people of Montvale and wish you all continued success for the coming year.

**Councilmember Koelling**

It's an honor to serve this town and it will be a continuing honor to serve this town in the coming years. Thank you for the confidence in re-electing myself and Councilwoman AnnMarie Russo-Vogelsang and look forward to this year. Thank You.

**Councilmember Arendacs**

Thank you Mayor and Council, I would like to start off by wishing everyone a Happy & Healthy 2022! I would like to thank Councilman Tim Lane for a job well done during his role as our 2021 Council President and I would like to congratulate our new Council President, Annmarie Russo-Vogelsang and wish her the best in her new role. Congratulations to Councilmembers Dieter Koelling and Annmarie Russo-Vogelsang on your re-election. Congratulations to all the fire officers who were just sworn in to their newly elected positions.

**PV DPW**

I would like to thank, PV DPW Superintendent Rich Campanelli and his crew for all their hard work and dedication throughout the year. During this new wave of illness and being short up to 7 members at one point, they were still out there working, checking and maintaining sewers, pump stations, cleaning / sanitizing playground areas, emptying trash cans, raking the turf fields, cleaning a conditioning ball fields, lawn maintenance, filling potholes, lining roadways for traffic, repairing / replacing street signs, assisting construction crews around the borough and the preparation and maintaining all their equipment that is sound and ready to go for any upcoming winter storms. It's imperative and a pleasure to communicate with the Superintendent directly so he can relay information to road crews to respond to areas that are in need of special attention especially during the winter season.

**POLICE**

As the Deputy Police Commissioner, it has been an honor working alongside once again Our Police Commissioner Dieter Koelling, Our Police Chief and his command staff as they are always searching for new ways to keep our community proactively safe. I know their number 1 goal is to keep all our residents and businesses safe, including all our roadways for pedestrian and vehicular traffic while answering calls for service. Also like to acknowledge Officer Brian Lamendola as he is responsible for important Community oriented programs, sponsored by County Grants, such as the Municipal Alliance, this is also overseen by Council Member Russo-Vogelsang. This grant just received a total of \$4,000. For this upcoming year. The grant is broken down equally in two areas, prevention education and community awareness. These funds help fund school organized events such as DARE, the junior police academy and I know they are planning on utilizing the funds for a drunk driving simulator at the high school and pairing with the Woodcliff Lk PD on lectures during drivers Ed courses this month. I just want to thank all the first responders, our police, firefighters and Tri borough EMTs. I know the entire governing body is proud of our first responders, as we will always will have your back!

**MAYOR ADVISORY COMMITTEE**

I would like to thank all the members of the Mayors advisory committee who volunteer their time, to go out and seek residents valuable ideas and thoughts on how we can improve our community. They then bring these ideas back to the council where we can have an open dialoged and act on it.

**FAA - new**

Recently the Mayor assigned Council Member Koelling and I to attend the Federal Aviation Administration meetings in Teterboro as many residents are concerned with the change in the direct flight path over our borough. I know with several concerned surrounding towns and the help of our state and county officials we will be able to get some answers to questions and work toward a resolution.

**ENGINEERING**

With the hard work of our Borough engineer, Mr. Hipolit of Collier Engineering several key borough projects were completed this past year:

The Borough received \$520,000 in NJDOT Grants for roadway improvements.

PSE&G milled and paved 43 roads (approximately 30 miles).

Memorial Bocce Ball Courts were completed, under continued 2019 Count Grant.

Under current design is the LaTrenta field parking lot including disability improvements and Craig Road construction (\$210,000 grant received) scheduled for late Spring.

Summit Ave and several roadways will be repaved this year (also under the 2022 NJ DOT Grant)

I look forward to working alongside Mr. Hipolit on additional projects that will immensely benefit our town. In addition, these grants were obtained by his firm. We are lucky to have him in Montvale.

I would like to thank everyone sitting up here on the dais, The Mayor, Council members, our Administrator, Deputy Clerk and Borough Attorney, also to all our borough employees and our volunteers that make Montvale truly a wonderful town. I will continue to work hard for all residents and make you proud of our community where we all live together.

I will also continue to reach out to residents and I would hope you will do the same when there is a question or concern in town. Being a proud resident of our community, I only expect the best.

On a sad note, at the start of 2022 we lost our dear friend Councilwomen Rose Curry. She was my mentor and taught me many valuable lessons on serving the people in our community while we campaigned together. My condolences to the entire Curry family.

Let's have a Happy, Healthy New Year and God Bless Montvale.

### **Councilmember Cudequest**

I would like to thank council for nominating me to fill the vacant seat on council. I am honored to have been asked and feel privileged to serve Montvale in this capacity. When I first ran for council in 2010, my platform was safety; Safety for both our families and residents as well as the many who work here Monday through Friday. Safety is still my concern today, especially with the growth of our town is seeing. For 2022, I'm thrilled to be back on the Board of Health committee. I look forward to working side by side with a very experienced and knowledgeable group of volunteers. I look forward to the Stigma Free committee, as this too, relates to safety within our community. I'd like to take this opportunity to thank our many volunteers throughout the town, from our fire men and woman, to Tri-Boro ambulance, to those who share their time and talents on the many committees we have. It's because of you and what you give to Montvale, that makes Montvale the special town it is. I'd like to wish everyone a Happy, Healthy & Prosperous New Year.

### **Councilmember Roche**

Thank you to Mayor Ghassali and the members of the Council who continue to do the good and responsible work for the Borough. Congratulations to Councilmembers Koelling and Russo-Vogelsang on being elected for another three (3) year term. Welcome back Councilmember Cudequest as a member of council. I would like to start off by wishing everyone a Happy & Healthy New Year. I would like to thank all of those who volunteer in our community to aid and protect our residents. A special thanks to our volunteers on both Tri-Borough Ambulance and the Montvale Fire Department. I am eager to work this upcoming year with Chamber of Commerce, Regional Board of Education, Our Recreation Department, Montvale Athletic League, Special Events and Environmental Commission. I would like to thank my family for their continued support and look forward to working together with all this year. Stay healthy and safe. God Bless

### **Councilmember Lane**

Happy New Year

I'd like to congratulate Council Members Koelling and Russo-Vogelsang on their re-election to the Council, and thank Council Member Cudequest for filling the position vacated by the resignation of Rose Curry.

I'd like to say just a few words about Rose Curry on her passing. We will certainly miss her in so many ways:

- Her commitment to always doing the right thing for Montvale;
- Her wonderful sense of humor;

- Rose was just a good overall person and this Council, this town, and this country is lessened because of her loss.

Most of all, Rose demonstrated a commitment to fairness and above all common sense.

With that I want to thank this Council for selecting me to serve as Council President for the past year, and I wish Ann Marie the best for that role in 2022. I'd also like to thank the people of Montvale for electing me to serve as a Council Member.

When I was sworn in for my most recent term in January 2020, we had no idea what was coming with COVID. Since then we have had to adjust our lives to a new reality. It has affected so many things, but we have tried to make the best of it for Montvale. Hopefully the current surge will be a short-term issue and we can get back to normal, whatever that is.

I want to thank all our volunteers for their service and commitment, and I look forward to working with my liaison assignments. I have worked with the Montvale Fire Department for 14 years; I am impressed by the professionalism and dedication of our Borough Administration; and I thank the Diversity Committee for their efforts to make Montvale a better place.

Earlier I mentioned Rose Curry's fairness and common sense, and I think there's something in Rose's example we can follow. If you watch the national news, it seems that politicians would rather win an argument than lead and govern. In contrast, you have elected us to do a job, and that's how we operate as a Council. As we enter the budget season, I welcome your involvement and ideas as we seek to keep moving Montvale forward.

Thank you.

#### **Mayor Ghassali**

I want to thank all the first responders, paid and volunteers, council members, members of the boards and commissions, staff and professionals and everyone who is involved in making our town great and runs as smoothly as it does.

On normal days, I get anywhere between 5-10 calls of messages directly to me and another 5-10 calls at the office. I respond to each and every one of them, and often I get messages back of how prompt I was, the truth is, if I don't do it right away I will forget. About 80% of the calls are questions about services and where and how to do certain things, about 10% are general comments and 10% are ideas for how to make our town even better, and I find that fascinating. It tells me that our residents really care about our town and not afraid to speak up and I appreciate that. To me that is motivating. I am asking the council liaisons and all the boards and staff to work together to look into our processes and the day to day activities and give recommendations to better streamline the process and reduce the red tape, to make it easier for residents and businesses to do work with borough hall.

2021 was challenging in many ways. We lost 55 businesses, some lost their lifetime saving. I met and spoke with most of the business owners as they were shutting down, and to see a grown man telling me his story with tears his eyes, it's heart breaking, but then followed by a frantic call from a resident about a pothole.

Choose Montvale is our banner program to attract and retain businesses. Working with the Chamber of Commerce and the Economic Development Committee, we will roll out a schedule of meetings and business breakfasts throughout the year to listen to the business owners and to help them succeed.

This year we have a new committee chaired by our own veteran Dieter Koelling, the Veterans Affairs Committee. They will be holding monthly meetings with veterans and come up with ways to help them where needed and to celebrate and show our appreciation through activities and events.

I am also proud that we have one of the first Diversity and Inclusion committee in the Pascack Valley. We have new members and they are eager to showcase our diverse culture from the 55 countries we represent in this 4 square town, with events and activities throughout the year.

Looking ahead, I intend on calling the County mayors and forming our own multi-town, county-wide 2025 Council on Affordable Housing, to plan and prepare for the 4th round of affordable housing obligations together. We have met our obligation and already building what we agreed to, and I will ask this council's support, to stand firm, to ask the courts to look into our history of meeting our obligations.

I took on a challenge this year, and that is to shed 1000 pounds together in 2022. You pledge how many pounds you want to lose and will work together to achieve it. I already have commitments from gyms, dietitians, personal trainers, and yoga and dance instructors to help me. So because I like to see you all healthy, every council member will pledge at least 5 pounds, and seeing members of our fire department here and I know they like to eat healthy, they too will have to pledge at least 5 pounds, and I look forward to seeing Chief Gibbons and Tom Sullivan doing yoga and Zumba with me.

I am proud to be living in the greatest country on earth, I thank all the veterans, all the soldier and all those without uniforms keeping us safe and risking their lives around the globe while we sit here in peace. I wish you a Happy and Healthy New Year and may Peace be on Earth. Thank you.

**CLOSING PRAYER**

Closing Prayer given by Pastor Sam Goertz – Montvale Evangelical Free Church

Motion to adjourn Re-Organization meeting by Councilmember Lane; seconded by Councilmember Cudequest - all ayes

Meeting adjourned at 12:45PM

Budget Meeting will be held January 10, 2022 at 6:00pm

Next scheduled Mayor and Council meeting will be held January 11, 2022 at 7:30PM

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 22-2022**

**RE: Cancellation of Outstanding Checks / Prior Years / Pascack Joint Municipal Court**

**WHEREAS**, there exists various outstanding checks from prior years drawn against certain accounts; and

**WHEREAS**, the Municipal Court Administrator provided a listing of outstanding checks that require cancellation (listing attached) from prior years.

**BE IT RESOLVED**, the Chief Financial Officer is hereby authorized to deposit these funds to the respective reserve or surplus account;

**BE IT FURTHER RESOLVED**, the Municipal Court Administrator shall receive a copy of this resolution for record keeping; and

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that the attached list of outstanding checks from prior years be cancelled;

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

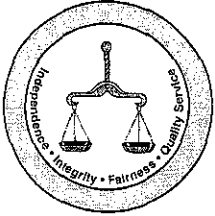
**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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



**PASCACK JOINT MUNICIPAL COURT**  
*Serving Montvale, Park Ridge and Woodcliff Lake*

12 Mercedes Drive • Montvale, NJ 07645  
(201)-391-5701  
Fax: (201)-391-6239

Harry D. Norton, Jr., Judge  
Ann Levitzki, Court Administrator  
Pedro Rodrigues, Deputy Court Administrator

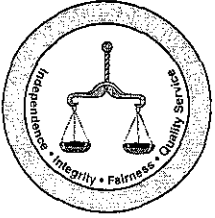
TO: Chris Kalafut  
FROM: Ann Levitzki  
DATE: January 3, 2022  
RE: Outstanding Checks – Regular Account

Below please find a list of outstanding checks more than six months old in the Municipal Court checking account:

<u>Date</u>	<u>Check #</u>	<u>Amount</u>
11/09/2020	2171	3.00
04/05/2021	2199	1.00
<b>TOTAL</b>		<b>\$4.00</b>

Cc: Fran Scordo, Deputy Clerk





**PASCACK JOINT MUNICIPAL COURT**  
*Serving Montvale, Park Ridge and Woodcliff Lake*

12 Mercedes Drive • Montvale, NJ 07645  
(201)-391-5701  
Fax: (201)-391-6239

Harry D. Norton, Jr., Judge  
Ann Levitzki, Court Administrator  
Pedro Rodrigues, Deputy Court Administrator

TO: Chris Kalafut  
FROM: Ann Levitzki  
DATE: January 3, 2022  
RE: Outstanding Checks – Bail Account

Below please find a list of outstanding checks more than six months old in the Municipal Court checking account:

<u>Date</u>	<u>Check #</u>	<u>Amount</u>
4/29/2021	2751	100.00
5/27/2021	2754	300.00
	<b>TOTAL</b>	<b>\$400.00</b>

Cc: Fran Scordo, Deputy Clerk

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 23-2022**

**RE: Authorize Appointment / Sherri D'Alessandro / Acting Municipal Court Administrator**

**WHEREAS**, pursuant to N.J.S.A. 2B:12-10 the Municipality of Upper Saddle River and the Municipality of Montvale, acting as lead agency for the Pascack Joint Municipal Court, are required to provide for a Municipal Court Administrator; and

**WHEREAS**, pursuant to N.J.S.A. 40A:65-1 et. Seq., any municipality of the State of New Jersey may contract with any other municipality or municipalities to share services that any party to the agreement is empowered to provide within its own jurisdiction; and

**WHEREAS**, in accordance with N.J.S.A. 2B:12-1(c) the Municipality of Upper Saddle River and the Municipality of Montvale, acting as lead agency for the Pascack Joint Municipal Court, consent and agree to share the professional services of their respective Municipal Court Administrators on a provisional basis in the event of the absence of the Municipal Court Administrator and Deputy Court Administrator, to undertake the duties of the absent Municipal Court Administrator during scheduled and/or unscheduled leaves, within the two respective municipalities; and

**WHEREAS**, the rate of pay shall be \$30 per hour. Pay rate established by N.J.S.A. 2B:12-10(b).

**NOW THEREFORE BE IT RESOLVED**, this 11th day of January 2022, that the Municipality of Upper Saddle River and the Municipality of Montvale consent to the attached agreement.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 24-2022**

**RE: Award Professional Service Contract / Borough Attorney / Boggia, Boggia, Betesh & Voytus, LLC**

**WHEREAS**, the Borough of Montvale has a need to acquire Attorney Services through the alternate process pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

**WHEREAS**, Boggia, Boggia, Betesh & Voytus, LLC, 71 Mt. Vernon Street, Ridgefield Park, NJ 07660 were appointed at the Re-organization Meeting of the Governing Body on January 2, 2022; and

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, the Certified Municipal Finance Officer has certified the availability of funds; and,

**WHEREAS**, Joseph Voytus, Esq. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Philip Boggia, Esq. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Boggia, Boggia, Betesh & Voytus, LLC
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. A Notice of this action shall be printed once in the official newspaper of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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



BOGGIA BOGGIA BETESH & VOYTUS, L.L.C.

COUNSELLORS AT LAW  
71 MT. VERNON STREET  
RIDGEFIELD PARK, NEW JERSEY 07660

PHILIP N. BOGGIA\*  
PRISCILLA M. BOGGIA  
WILLIAM R. BETESH  
JOSEPH W. VOYTUS\*\*

\*ALSO MEMBER OF N.Y., FLA., D.C. BAR &  
CERTIFIED CIVIL TRIAL ATTORNEY  
\*\*ALSO MEMBER OF N.Y. BAR

TEL: (201) 641-0006  
FAX: (201) 641-6649  
E-MAIL: philip@boggialaw.com  
priscilla@boggialaw.com  
williambetesh@boggialaw.com  
jwvoytus@boggialaw.com

November 22, 2021

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

**Re: Professional Service Fees - 2022**

Dear Maureen:

Please be advised that the annual retainer for 2022 shall remain the same as 2021. Our hourly rate will increase from \$150.00 to \$155.00.

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

Very truly yours,

*/s/ Joseph W. Voytus*

Joseph W. Voytus

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 25-2022**

**RE: Award Professional Service Contract / Borough Auditor / Lerch, Vinci & Higgins**

**WHEREAS**, the Borough of Montvale has a need to acquire Auditor Services through the alternate process pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

**WHEREAS**, Lerch, Vinci & Higgins, LLP, 17-17 Route 208, Fair Lawn, NJ 07410 were appointed at the Re-organization Meeting of the Governing Body on January 2, 2022; and

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, the Certified Municipal Finance Officer has certified the availability of funds; and,

**WHEREAS**, Lerch, Vinci & Higgins, LLP has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Lerch, Vinci & Higgins, LLP from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Lerch, Vinci & Higgins
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.
4. A Notice of this action shall be printed once in the official newspaper of the Borough of Montvale.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

## Engagement Administration, Fees, and Other (continued)

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the New Jersey State Department of Community Affairs. If we are aware that a federal or state awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party(ies) contesting the audit finding for guidance prior to destroying the audit documentation.

Our fee for the above described services rendered on behalf of the Borough of Montvale is based on our experience in prior years' audits of the Borough. The fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs. Additionally, the Borough will be billed for any out-of-pocket costs charged by the financial institutions relating to the direct confirmation of the Borough's bank balances in accordance with generally accepted auditing standards. Our invoices for this fee will be rendered each month as work progresses and are payable upon presentation. Our fee for the fiscal year ended December 31, 2022 will be as follows:

	<u>2022 Proposed Fee</u>
Annual Audit	\$42,800
LOSAP Review	\$ 2,300
Preparation of Supplemental Debt Statement And Capital Budget Amendment	\$ 500 each

The above fee includes the following additional services that will not be subjected to the audit procedures applied in the audit of the financial statements:

- Preparation of the Unaudited Annual Financial Statement for the year ended December 31, 2022
- Preparation of the Annual Debt Statement for the year ended December 31, 2022

Also, should the Borough request accounting support services in connection with the sale of bonds or notes, our fee for these services in connection with assistance in the preparation of an official statement will be billed on a flat fee basis. Our requested fee for Bond Sales is \$19,000 and Bond Anticipation Note sales is \$7,500, plus out-of-pocket expenses. In addition, our fees for preparing Secondary Market Disclosure documents is \$1,500.

## Engagement Administration, Fees, and Other (continued)

Lerch, Vinci & Higgins LLP will not act as dissemination agent for the Borough in connection with the Borough's obligations, if any, to provide secondary market disclosure. Our work to prepare secondary market disclosure documents shall consist of and be limited to (1) distribution of the Borough's audited financial statements to the Borough or its designated dissemination agent in an electronic format that complies with the requirements of the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port, and (2) preparation of operating data, customarily consisting of the operating and financial information contained in Appendix A to an Official Statement, and distribution of the operating data to the Borough or its designated dissemination agent in an electronic format that complies with the requirements of the Municipal Securities Rulemaking Board's Electronic Municipal Market Access Data Port. The Borough, or its designated dissemination agent, shall remain responsible for filing required secondary market disclosure information and "material event" notices in accordance with any prior undertakings, and Lerch, Vinci & Higgins LLP shall not have any responsibility nor liability for the failure of the Borough, or its designated dissemination agent, to comply with the Borough's secondary market disclosure undertakings.

Should any additional matters come to our attention, such as utilization of the State-mandated Financial Automation Submission Tracking ("FAST") system for statutory documents required by the Division of Local Government Services, which will require us to enlarge the scope of the engagement, we will discuss the matter as well as the cost estimate with the Borough Council prior to commencement of the work. Should the Borough request accounting support services to be rendered outside the scope of audit services reflected herein, such services would be billed at our standard hourly rates or an agreed-upon fixed fee.

An additional fee may be charged in accordance with our hourly rates with respect to the audit of Federal grant monies received under the American Rescue Plan Act. These costs are reimbursable under the grant program.

Our standard billing rates for 2022 are as follows:

Partners	\$160- \$190 per hour
Managers	\$135- \$150 per hour
Senior Accountants/Supervisors	\$100 - \$125 per hour
Staff Accountants	\$ 80 - \$ 95 per hour
Other Personnel	\$ 50 per hour

*Government Auditing Standards* requires that we provide you with a copy of our most recent external peer review report and any letter of comment, and any subsequent peer review reports and letters of comment received during the period of the contract. Our September 30, 2018 peer review report accompanies this letter.

The parties to this Agreement agree to incorporate into this Agreement the mandatory language of N.J.S.A. 10:5-31 et seq. (N.J.A.C. 17:27), a copy of which is attached hereto as Exhibit "A".



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 26-2022**

**RE: Award Professional Service Contract / Engineering Services / Colliers Engineering & Design, Inc.  
Andrew R. Hipolit, P.E., PP., C.M.E.**

**WHEREAS**, the Borough of Montvale has a need to acquire Engineering Services through the alternate process pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

**WHEREAS**, Colliers Engineering & Design, Inc. 400 Valley Road, Suite 304, Mount Arlington, NJ 07856 were appointed at the Re-organization Meeting of the Governing Body on January 2, 2022; and

**WHEREAS**, Andrew R. Hipolit, shall be designated as Principal in Charge for all services provided to the Borough of Montvale, and

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, the Certified Municipal Finance Officer has certified the availability of funds; and,

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Colliers Engineering & Design, Inc.

2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.

3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

4. A Notice of this action shall be printed once in the official newspaper of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

**Borough of Montvale, Bergen County, NJ**  
**Rates are effective January 1, 2022 through December 31, 2022**

**Technical Staff Rates**

<b>Billing Titles</b>	<b>Hourly Rates</b>
Project Manager	181.00
Senior Project Specialist	177.00
Project Specialist	171.00
Technical Professional	163.00
Technical Specialist	153.00
Specialist	138.00
Senior Data Technician	128.00
Senior Technical Assistant	123.00
Technical Assistant	113.00
Data Technician	103.00
Survey Crew – 1 Man w/Robotic Equipment	198.00
Additional Survey Crew Member	45.00
SUE Crew (designating) – 1 Man	125.00
Additional (designating) Member	45.00
SUE Crew (locating) – 2 Man	218.00
Additional (locating) Member	45.00
Expert Witness	335.00
Sr. LSRP	250.00
LSRP	235.00

**Reimbursable Expenses**

General Expenses	Cost + 20%
Travel (Hotel, Airfare, Meals)	Cost + 20%
Sub-Consultants/Sub-Contractors	Cost + 20%
Plotting	3.95 / Each
Computer Mylars / Color Plots	95.00 / Each
Photocopies	0.19 / Each
Color Photocopies	2.00 / Each
Document Binding	4.00 / Each
Portable Media	75.00 / Each
Exhibit Lamination (24" x 36" or larger)	75.00 / Each
Initial Digital Signature	275.00
Additional Digital Signatures	75.00 / Each
Mileage Reimbursement*	0.575 / Per Mile
	Field Vehicle 0.70 / Per Mile

\*Mileage reimbursement subject to change based upon IRS standard mileage rate.

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 27-2022**

**RE: Award Professional Service Contract / Borough Planner / Colliers Engineering & Design, Inc.  
Darlene Green, P.P., AICP**

**WHEREAS**, the Borough of Montvale has a need to acquire Municipal Planner through the alternate process pursuant to the provisions of *N.J.S.A. 19:44A-20.4 or 20.5*; and,

**WHEREAS**, Colliers Engineering & Design, Inc. was appointed at the Re-Organization Meeting of the Governing Body on January 2, 2022; and

**WHEREAS**, it is the desire of the Mayor and Borough Council to appoint Darlene Green, P.P., AICP, Associate, Senior Project Planner of Colliers Engineering & Design, Inc., Shelbourne at Hunterdon, 53 Frontage Road, Suite 110, Hampton, NJ 08827 for planning services for the Borough; and

**WHEREAS**, the anticipated term of this contract is for 1 year; and

**WHEREAS**, the Certified Municipal Finance Officer has certified the availability of funds; and,

**WHEREAS**, Colliers Engineering & Design, Inc. has completed and submitted a Business Entity Disclosure Certification which certifies that he has not made any reportable contributions to a political or candidate committee in the Borough of Montvale in the previous one year, and that the contract will prohibit Colliers Engineering & Design, Inc. from making any reportable contributions through the term of the contract; and

**WHEREAS**, the Local Public Contracts Law (*N.J.S.A. 40A:111 et seq.*) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and the Contract itself must be available for public inspection;

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

1. The Mayor and Municipal Clerk of the Borough of Montvale are hereby authorized and directed to execute the attached Contract with Colliers Engineering & Design, Inc.

2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with *N.J.S.A. 40A:11-5(1)(a)* of the Local Public Contracts Law because the services are to be performed by a person authorized by law to practice a recognized profession.

3. The Business Disclosure Entity Certification and the Determination of Value be placed on file with this resolution.

4. A Notice of this action shall be printed once in the official newspaper of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

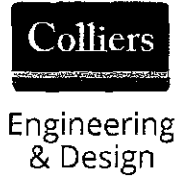
**APPROVED:**

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

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

Shelbourne at Hunterdon  
53 Frontage Road Suite 110  
Hampton, New Jersey 08827

Main: 877 627 3772



October 21, 2021

VIA EMAIL

Maureen Iarossi-Alwan  
Administrator/Municipal Clerk  
Borough of Montvale  
12 Mercedes Drive, 2nd Floor  
Montvale, NJ 07645

2022 Professional Services Fees  
Borough Planner

Dear Ms. Iarossi-Alwan,

In response to your request, attached please find Colliers Engineering & Design's 2022 Rate Schedule for professional planning services. The hourly rate for my services as Senior Project Specialist is \$177.00.

Thank you for your kind attention to this matter. If you have any questions, or require any additional information, please do not hesitate to contact me.

Sincerely,

Colliers Engineering & Design, Inc.

A handwritten signature in black ink that reads "Darlene A. Green".

Darlene A. Green, PP, AICP  
Borough Planner

R:\Projects\IM-PMPP\MPP001\Correspondence\OUT\211021dag\_2022 rates.docx

**Borough of Montvale, Bergen County, NJ**  
**Rates are effective January 1, 2022 through December 31, 2022**

**Technical Staff Rates**

<b>Billing Titles</b>	<b>Hourly Rates</b>
Project Manager	181.00
Senior Project Specialist	177.00
Project Specialist	171.00
Technical Professional	163.00
Technical Specialist	153.00
Specialist	138.00
Senior Data Technician	128.00
Senior Technical Assistant	123.00
Technical Assistant	113.00
Data Technician	103.00
Survey Crew – 1 Man w/Robotic Equipment	198.00
Additional Survey Crew Member	45.00
SUE Crew (designating) – 1 Man	125.00
Additional (designating) Member	45.00
SUE Crew (locating) – 2 Man	218.00
Additional (locating) Member	45.00
Expert Witness	335.00
Sr. LSRP	250.00
LSRP	235.00

**Reimbursable Expenses**

General Expenses	Cost + 20%
Travel (Hotel, Airfare, Meals)	Cost + 20%
Sub-Consultants/Sub-Contractors	Cost + 20%
Plotting	3.95 / Each
Computer Mylars / Color Plots	95.00 / Each
Photocopies	0.19 / Each
Color Photocopies	2.00 / Each
Document Binding	4.00 / Each
Portable Media	75.00 / Each
Exhibit Lamination (24" x 36" or larger)	75.00 / Each
Initial Digital Signature	275.00
Additional Digital Signatures	75.00 / Each
Mileage Reimbursement*	0.575 / Per Mile
	Field Vehicle 0.70 / Per Mile

\*Mileage reimbursement subject to change based upon IRS standard mileage rate.

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 28-2022**

**RE: Awarding Service Contract / Agreement Tri-State Technical Services / Computers & Peripherals**

**WHEREAS**, the Borough of Montvale requires professional computer services and an extended service agreement for the computers and peripherals for the period January 1, 2022 through December 31, 2022; 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.

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

That a contract for professional computer services for an Service Agreement for Computers and Peripherals proposal which is attached and made part of this resolution be awarded to Tri-State Technical Computer Services, Inc., of 442 Lafayette Avenue, Hawthorne, New Jersey 07506 in the amount of \$9,275.00 for the period January 1, 2022 through December 31, 2022 for the service contract, and \$80.00 for labor rate as described in the Service Agreement;

**WHEREAS**, the Certified Municipal Finance Officer has certified the availability of funds; and

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

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

**TRI-  
STATE**

**TECHNICAL COMPUTER SERVICES INC.**

442 Lafayette Avenue  
Hawthorne, New Jersey 07506  
Tel: (973) 304-0088  
Fax: (973) 304-0481

November 1, 2021

Maureen Iarossi-Alwan  
Administrator/Municipal Clerk  
Borough of Montvale  
12 Mercedes Drive  
Montvale, New Jersey 07645

Dear Ms. Iarossi-Alwan,

Our labor rate for the year 2021 will remain \$80.00 per hour and the service contract will increase to \$9275.00.

If you have any questions, please call.

Sincerely,



Dino George  
Vice-President

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 29-2022**

**RE: Authorize Contract Animal Control Services/Tyco**

**WHEREAS**, the Board of Health of the Borough of Montvale has received a proposal from Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ.

**WHEREAS**, said proposal has been reviewed and approved by the Board of Health; and

**WHEREAS**, the Board of Health recommends this contract with Tyco Animal Control Service based upon prior services provided; and

**WHEREAS**, it is the intention of the Mayor and Council to provide funds in the year 2022 Budget for this contract, Other Expense Portion of the Animal Control Services Budget; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that the contract for Animal Control Services for 2022 be and is hereby awarded to Tyco Animal Control Service, 1 Stout Lane, Ho-Ho-Kus, NJ 07423 pursuant to the terms and conditions and rates as outlined in the attached contract effective January 1, 2022, copy of which is attached to this resolution for the base amount of \$11,040.00 annually payable monthly with additional costs charged per the rates as outlined in the attached proposal.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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



# **TYCO ANIMAL CONTROL SERVICE**

*Dependable Professional Animal Control,  
We are always there when you need us!*

1 Stout Lane  
Ho-Ho-Kus NJ 07423  
Phone 201-652-4554

## ***Contract of Services for Borough of Montvale***

Contact: Carol A. Tyler  
Licensed Animal Control Officer

Tracy Cohen-Grady, DVM  
Consultant

This is a contract between the Borough of Montvale and Tyco Animal Control for animal control services for the sum of \$11,040.00 per annum to be paid monthly, effective January 1, 2022. This price will remain in effect through December 31, 2022.

Hours of regular services as provided for herein will be Monday through Friday 8:00 am to 7:00 PM inclusive. Any calls responded to outside of these hours or on any national holiday shall be considered an emergency as described below in statement number five.

### **SERVICES TO BE PROVIDED:**

1. The impounding of any animal deemed to be stray. The only animals to be impounded will be those taken by the animal control officer.
2. The impounding of any owned animal without a current registration tag on its collar.
3. Dependable and quick response to calls from the police department or other municipal official to rescue and remove sick, dangerous, diseased, or injured wildlife.
4. Render a monthly written report of animal control activities in the community.
5. Respond to emergency calls. These shall involve animals on public property that represent a life-threatening hazard to the animal and/or the general public. A call shall be deemed an emergency between the hours of 7:00 PM and 8:00am Monday through Thursday and from 7:00pm Friday to 8:00am Monday. Responses during these hours will result in a charge of \$60.00 per call. At the request of the police shift supervisor we will respond to pick up deer as an emergency response when needed at a cost of \$60.00 per deer.
6. Supervision of humane trapping of wild and stray animals on public property with no additional fee. In the event that animals must be trapped on private property and additional fee of \$60.00 trap rental and \$60.00 service and removal fee payable in advance shall be born by the owner of the property. Trapping services are available Monday through Friday. There will be no trapping on weekends.
7. Removal of visible wildlife from private homes will be available at a fee of \$60.00 payable by the homeowner.
8. Dead animals on public streets will be removed and disposed of in a professional, dependable, and timely manner during regular business hours up to 4:00 PM for no additional charge. This does not include owned or licensed animals that have been killed on public property. The cost for this removal shall be the responsibility of the owner. The Borough Administrator or Borough Clerk will designate a location in the borough for the disposal of the deceased animals picked up by the animal control officer.

9. All licensed animals impounded from public property will be held, owners contacted, and animals returned. Municipal fees or fines will be collected from the owners and forwarded to the proper agency in the Borough.
10. The Borough shall provide a list of all licensed animals.
11. There will be no provision for Tyco's facility to accept unwanted animals from owners. The only animals to be impounded at our facility will be those actually caught by the animal control officer.
12. Rabies suspect specimens will be prepared at no additional cost, and transported to Bergen County Health when necessary. If a situation arises when the specimen has to be taken to Trenton, a private courier service will be used. In the case of a bite to a human it is the responsibility of that individual to assume the cost for transport. In other situations, the municipality is responsible for the charges of transportation to Trenton. (Currently about \$180.00)
13. Either Party may terminate this contract for any reason upon 90 days written notice to the non-terminating or other party.
14. Assist the Borough Clerk with licensing follow up, issue summons and appear in court on behalf of the Borough.
15. If Tyco must intercede in an emergent situation that causes Tyco to take in and house an unusual number of animals (more than 15), or a circumstance that causes Tyco to provide extraordinary scope of services above and beyond normal animal control an additional fee to cover time and expenses will be borne by the contracting municipality. This fee will be discussed and agreed upon at the onset of the particular circumstance.

\_\_\_\_\_  
Borough of Montvale

\_\_\_\_\_  
Date

\_\_\_\_\_  
Tyco Animal Control Agent

\_\_\_\_\_  
Date

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Date

-End-

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 30-2022**

**RE: Award Professional Service Contract Administrative Agent for the Borough consistent with N.J.A.C. 5:80-26.14 and to coordinate the affirmative marketing, review and approval of the sale and rental of affordable units in the Borough of Montvale/Piazza & Associates, Inc.**

**WHEREAS**, the Borough of Montvale requires the services of an experienced, qualified agency to serve as Administrative Agent for the Borough consistent with N.J.A.C. 5:80-26.14 and to coordinate the affirmative marketing, review and approval of the sale and rental of affordable units in the Borough of Montvale, and the income qualification of the applicants who seek to reside in such units; and

**WHEREAS**, such services have previously been provided to the Borough by the Bergen County Housing Authority, which has advised the Borough that it will no longer be providing such services in connection with affordable rental units in the Borough and future sale units; and

**WHEREAS**, the Borough is in receipt of a proposal from Piazza & Associates, Inc., 216 Rockingham Row, Princeton Forrestal Village, Princeton, New Jersey 08540 to perform such services as is more particularly detailed in a document entitled, "Proposal Submitted To The Borough of Montvale, Bergen County, New Jersey, which is hereto attached to the original of this resolution; and

**WHEREAS**, said services constitute a professional service under the Local Public Contracts Law; and

**WHEREAS**, the Chief Financial Officer of the Borough has certified that funding is available for such services.

**NOW THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale that it does hereby approve the aforesaid proposal with Piazza & Associates, Inc. for a one (1) year period in accordance with the draft Contract, provided that Piazza & Associates, Inc. submits documentation consistent with N.J.S.A. 19:44A-8 and 16 that it has not made a reportable contribution to any candidate for local office in Montvale or any political committee in the Borough; and

**BE IT FURTHER RESOLVED** that Mayor and Borough Clerk/Administrator be and are hereby authorized to execute the Contract on behalf of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

Piazza & Associates  
Affordable Housing Services

---

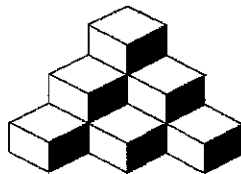
Proposal

submitted to

The Borough of Montvale

Bergen County, New Jersey

2022



**H. No Financial Interest:** P&A certifies and warrants that it has no financial interest in the units in the Borough that are restricted under the Regulations.

## TERM

The term of this Agreement shall be one (1) year, commencing January 1, 2022. The Agreement is renewable for successive terms and can be terminated at the discretion of the Borough with 60 days written notice without cause.

## COMPENSATION

In return for its compliance efforts (as detailed in the Scope of Services above), P&A will be compensated as follows:

- CONSULTING, LIST MAINTENANCE, AND RESPONDING TO INQUIRIES, INCLUDING COORDINATION OF THE AFFORDABILITY ASSISTANCE PROGRAMS: \$400 per month to be paid by the Borough;
- EXISTING UNITS / RE-SALES: \$700 per resale certification fee to be paid by the seller upon transfer of title;
- EXISTING UNITS / RE-RENTALS: \$450 per re-occupancy certification fee to be paid by the landlord upon occupancy;
- FUTURE NEW SALE UNITS: \$400 per unit setup and marketing fee\*, plus \$800 per unit certification fee that are paid by the developer at a predetermined timetable;
- FUTURE NEW RENTAL UNITS: \$400 per unit setup & marketing fee\*, plus \$450 per unit certification fee that are paid by the developer at a predetermined timetable;
- CERTIFICATION OF PARTICIPANTS FOR AFFORDABILITY ASSISTANCE PROGRAMS: \$200 per application.
- REFINANCING: \$200 to be paid by the unit owner; and
- LIEN SATISFACTIONS: No charge.
- OTHER PROGRAMS: The cost to provide compliance services for programs, such as Accessory Apartments, Market to Affordable, etc., are contingent upon the number of units and the scope of services required for each.
- ADDITIONAL SERVICES: In the event that the Borough and/or Owner requests services in addition to the Scope of Services above, a mutually agreed upon rate for such services shall be determined prior to implementation.
- In addition to its fee, P&A shall be reimbursed by the Landlord, Owner or Borough as appropriate, for postage to residents and applicants. However, all management and

compliance reports outlined above, all forms, web and e-mail services, telephone calls, travel expenses and meeting time, to a reasonable extent, shall be included in the basic fee above.

\* There is a \$3,500 minimum per project / developer fee that applies if the new unit or units require the implementation of an exclusive advertising and affirmative marketing process pursuant to the Regulations. There is no minimum fee for new units created as part of a series of units that are already marketed.

**SUBMITTED**

BY: Piazza & Associates, Inc., a New Jersey Corporation.

BY: \_\_\_\_\_  
Frank Piazza, Jr.  
Its President

Date: November 1, 2021

**ACCEPTANCE**

Accepted on behalf of the Borough of Montvale

BY: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 31-2022**

**RE: A Resolution of the Borough of Montvale Awarding a Contract To Flanagan Productions, LLC, as an Extraordinary Unspecifiable Service for Montvale Graphic Design Borough Newsletter**

**WHEREAS**, the Borough of Montvale is desirous of continuing the services of a professional company for the graphic design of the Borough newsletter to better service the Borough's residents and visitors of the Borough; and

**WHEREAS**, such services are exempt from public bidding requirements pursuant to *N.J.S.A. 40A:11-5(a)(ii)* and *N.J.A.C. 5:34-2.1* as "extraordinary unspecifiable services"; and

**WHEREAS**, the Borough has received a proposal for the year 2022 to provide such services from John Flanagan of Flanagan Productions, LLC, said proposal is attached to the original of this resolution; and

**WHEREAS**, the Council is therefore desirous of awarding a contract to Flanagan Productions to perform the above-referenced services for the price and on the terms set forth in the Flanagan Productions Proposal; and

**WHEREAS**, because the value of this contract exceeds the Borough's applicable pay-to-play threshold, it shall be awarded pursuant to the "alternative" provisions of *N.J.S.A. 19:44A-20.4*, et seq., and Flanagan Productions has provided a Business Entity Disclosure Certification and all other appropriate documentation pertaining to same.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Montvale that a contract is hereby awarded to Flanagan Productions, for the price and on the terms set forth in the Proposal submitted by Flanagan Productions; and

**BE IT FURTHER RESOLVED** that the pricing for this contract shall be as set forth in the Flanagan Productions proposal but shall not exceed \$1,140.00 without further authorization of the Borough Council, and shall be for a term of one (1) year.

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk, and all other appropriate officials, shall be and are hereby authorized to execute all contract documents necessary to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

**BE IT FURTHER RESOLVED** that pursuant to *N.J.S.A. 40A:11-5(1)(a)(ii)*, a brief notice stating the nature, duration, service and amount of this contract shall be printed once in the official newspaper of Borough of Montvale, and said notice shall also advise the public that a copy of the final contract shall be on file and available for public inspection at the office of the Municipal Clerk.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

# ESTIMATE

**Flanagan Productions, LLC**  
500 Paterson Plank Road  
Union City, New Jersey 07087  
United States

551-655-0888

**BILL TO**  
**The Borough of Montvale**  
Maureen Iarossi-Alwan  
12 Mercedes Drive  
Montvale, New Jersey 07645  
United States

201-391-5700  
amccain@montvaleboro.org

**Estimate Number:** 2022-3

**Estimate Date:** October 21, 2021

**Expires On:** February 1, 2022

**Grand Total (USD):** \$1,140.00

Items	Quantity	Price	Amount
<b>Basic Newsletter</b> Charged as a single hour at hourly clerical rate and billed annually.	12	\$95.00	\$1,140.00
<b>Subtotal:</b>			\$1,140.00
Exempt 0%:			\$0.00
<b>Total:</b>			\$1,140.00
<b>Grand Total (USD):</b>			\$1,140.00

## Notes / Terms

Flanagan Productions, LLC will provide a basic newsletter layout and coordinate distribution via Mailchimp, social media, and website.

Articles must be received by the 20th of the month for distribution by the 1st. If the 1st is a weekend or holiday, distribution will take place by the end of the day the following business day.

Flanagan Productions, LLC does not provide content editing or writing services. The client is responsible for providing all content and ensuring the copyright restrictions are not violated.

Pricing assumes continued use of the existing template and single-column design. Clerical hourly rates of \$95/hr apply for template redesigns. The client must supply articles, photos, and other materials in the order in which it should appear in the newsletter and in "ready to print" format. Includes one round of revisions. Additional revisions at a clerical hourly rate of \$95/hr.



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 32-2022**

**RE: A Resolution of the Borough of Montvale Awarding a Contract to Spatial Data Logic, Inc. (formally GovSites) as an Extraordinary Unspecifiable Service for Website Design, Web Manage, Hosting and Support and Related Services**

**WHEREAS**, the Borough of Montvale is desirous of continuing the services of a professional company to redesign, host and support the Borough's website and related web applications and social media in order to better service the Borough's residents and visitors to the Borough's website; and

**WHEREAS**, such services are exempt from public bidding requirements pursuant to *N.J.S.A. 40A:11-5(a)(ii)* and *N.J.A.C. 5:34-2.1* as "extraordinary unspecifiable services"; and

**WHEREAS**, the Borough has received a proposal for the year 2022 to provide such services from Spatial Data Logic, Inc. (formally GovSites), said proposal is attached to the original of this resolution; and

**WHEREAS**, the Council is therefore desirous of awarding a contract to Spatial Data Logic Inc. to perform the above-referenced services for the prices and on the terms set forth in the attached proposal; and

**WHEREAS**, because the value of this contract exceeds the Borough's applicable pay-to-play threshold, it shall be awarded pursuant to the "alternative" provisions of *N.J.S.A. 19:44A-20.4*, et seq., and Spatial Data Logic, Inc. has provided a Business Entity Disclosure Certification and all other appropriate documentation pertaining to same.

**NOW, THEREFORE, BE IT RESOLVED** by the Borough Council of the Borough of Montvale that a contract is hereby awarded to Spatial Data Logic Inc. for website design, managing, hosting and support, and related services, for the prices and on the terms set forth in the Proposal submitted by Spatial Data Logic, Inc. ; and

**BE IT FURTHER RESOLVED** that the pricing for this contract shall be as set forth in the Spatial Data Logic, Inc. proposal but shall not exceed \$19,625.00 without further authorization of the Borough Council, and shall be for a term of one (1) year.

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk, and all other appropriate officials, shall be and are hereby authorized to execute all contract documents necessary to effectuate the purposes of this resolution, subject to approval as to form by the Borough Attorney.

**BE IT FURTHER RESOLVED** that pursuant to *N.J.S.A. 40A:11-5(1)(a)(ii)*, a brief notice stating the nature, duration, service and amount of this contract shall be printed once in the official newspaper of Borough of Montvale, and said notice shall also advise the public that a copy of the final contract shall be on file and available for public inspection at the office of the Municipal Clerk.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

# PRICING INFORMATION

## INITIAL COST

Proposed Service Level	Complete
<b>One Time Set-Up Fees</b>	
None	\$0.00
<b>Ongoing Services &amp; Annual Fees</b>	
Complete Website Management (MontvaleNJ.org)	\$13,495
Form Management (Recreation)	\$650
Social Media Management & Archiving (Main Facebook)	\$3,150
Social Media Archiving (Police)	\$525
Social Media Archiving (Recreation)	\$525
Complete Website Management Department Add-on (MontvaleRecreation.org)	\$1,250
Domain Registration (MontvaleRecreation.org)	\$30
<b>Additional Options</b>	
None	\$0.00
<b>Total Annual Cost</b>	<b>\$19,625</b>

## Pricing Notes:

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 33-2022**

**RE: A Resolution Awarding a Professional Services Contract to Surenian, Edwards & Nolan, LLC to Serve as Special Counsel in Connection with the Borough's Affordable Housing**

**WHEREAS**, the Governing Body is desirous of hiring Special Counsel to represent the Borough in connection with the Borough's affordable housing; and

**WHEREAS**, the Borough has received a proposal from. Surenian, Edwards & Nolan, LLC, 311 Broadway, Suite A, Point Pleasant Beach, NJ 08742, to perform all services necessary and appropriate in connection with same; and

**WHEREAS** Surenian, Edwards & Nolan proposal sets forth the following rates:

- (a) \$200.00 per hour for all time spent by Jeffrey R. Surenian;
- (b) \$190.00 per hour for all time spent by Michael J. Edwards
- (b) \$185.00 per hour for all time spent by other attorney's
- (e) \$90.00 per hour for all paralegal work; and

**WHEREAS**, the Governing Body is satisfied that Mr. Surenian and his firm possess the requisite experience pertaining to such matters; and

**WHEREAS**, pursuant to *N.J.S.A. 40A:11-5(a)(i)*, a professional services contract is exempt from public bidding requirements; and

**WHEREAS**, because the value of this contract is anticipated to be in excess of \$15,000 (the Borough's local pay-to-play limit), this contract has been awarded under the "alternative process" pursuant to *N.J.S.A. 19:44A-20.4 et seq.* (the "Pay-to-Play Law"), and has been awarded to the contractor based upon the merits and abilities of the contractor to provide the services necessary; and

**WHEREAS**, because this contract has been awarded under the "alternative process," Mr. Surenian has completed and submitted a Business Entity Disclosure Certification which certifies that neither he nor his firm has made any reportable contributions (\$300 or more) to a political or candidate committee in the Borough of Montvale with the elected officials in the previous one year, and that the contract will prohibit said persons and entities from making any reportable contributions (\$300 or more) through the term of the contract; and

**WHEREAS**, the Governing Body is desirous of awarding a contract to Jeffrey R. Surenian and Associates, LLC, in an amount not to exceed \$15,000.00 without further authorization of the Governing Body, at the hourly rates set forth above; and

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

**NOW, THEREFORE, BE IT RESOLVED** that a contract is hereby awarded to L Surenian, Edwards & Nolan LC to serve as Special Counsel in connection with the Borough's Affordable Housing Litigation, pursuant to the terms and conditions set forth herein.

**BE IT FURTHER RESOLVED** that the Mayor and Borough Clerk are hereby authorized and empowered to execute a contract consistent with the provisions and intent of this Resolution, subject to approval of same by the Borough Attorney.

**BE IT FURTHER RESOLVED** that the Borough Clerk shall publish notice of this contract award in the official newspaper of the Borough, in accordance with *N.J.S.A. 40A:11-5*.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

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

**APPROVED:**

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

# SURENIAN, EDWARDS & NOLAN LLC

Jeffrey R. Surenian, Esq.  
Email - JRS@Surenian.com

Michael J. Edwards, Esq.  
Email - MJE@Surenian.com

Erik C. Nolan, Esq.  
Email - EN@Surenian.com

A Limited Liability Company  
Counselors at Law  
311 Broadway, Suite A  
Point Pleasant Beach, New Jersey 08742  
Phone (732) 612-3100  
Fax: (732) 612-3101

Christine M. Faustini, Esq.  
Email - CMF@Surenian.com

Nancy L. Holm, Esq.  
Email - NLH@Surenian.com

Ann Marie Harrison, Esq.  
Email - AMH@Surenian.com

October 26, 2021

## VIA ELECTRONIC MAIL

**Maureen Iarossi-Alwan**  
**Administrator/Municipal Clerk**  
Borough of Montvale  
12 Mercedes Drive, 2<sup>nd</sup> Floor  
Montvale, NJ 07645

Dear Ms. Iarossi-Alwan,

We are in receipt of correspondence dated October 14, 2021 wherein you requested the Firm's rates for 2022. The rates for 2022 will be as follows: \$200.00 per hour for all time spent by Jeffrey R. Surenian (37 years of intensive Mount Laurel experience); \$190.00 per hour for all time spent by partner, Michael J. Edwards; \$185.00 per hour for all time spent by our partner Erik C. Nolan and firm's associates, Christine M. Faustini, AnnMarie Harrison, Nancy L. Holm; \$90.00 per hour for all paralegal work. For any new hires, the Firm will communicate with the Township prior to the commencement of any work.

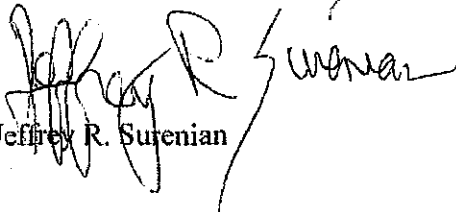
The Firm bills for disbursements at the Firm's normal rate, such as, but not limited to, photocopying and printing charges (at \$0.25 per page); facsimile charges (at \$1.00 per page); virtual meeting platforms, telephone charges; travel expenses, mileage (at standard IRS rate, plus tolls); scanning charges (at \$0.25 per page); messenger fees; filing fees; recording fees, etc.

For your convenience a proposed contract is attached for your review.

We would be gratified to continue our representation on behalf of the Borough of Montvale.

Thank you for your consideration.

Very truly yours,

  
Jeffrey R. Surenian

JRS/pf

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 34-2022**

**RE: Awarding a Professional Service Contract for the Position of Municipal Prosecutor for the Pascack Joint Municipal Court to Dario, Albert, Metz, Eyerman, Canda, Concannon, Ortiz & Krouse, LLC**

**WHEREAS**, the Pascack Joint Municipal Court has a need to contract with a licensed attorney or firm to serve as the municipal prosecutor pursuant to N.J.S.A. 2B:24-1, et seq.; and

**WHEREAS**, the Pascack Municipal Court Committee agreed to acquire Attorney Services through the alternate process pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

**WHEREAS**, it is the desire of the Pascack Joint Municipal Court to appoint the firm of Dario, Albert, Metz, Eyerman, Canda, Concannon, Ortiz & Krouse, LLC as the municipal prosecutor, with Brian E Eyerman, Esq. serving as the lead attorney; and

**WHEREAS**, it is expected that Brian E. Eyerman Esq. will serve as the primary municipal prosecutor and will handle all matters and attend all sessions of the Pascack Joint Municipal Court barring exceptional circumstances; and

**WHEREAS**, the compensation of the municipal prosecutor shall be \$29,000 per year; and

**WHEREAS**, said compensation shall be included as part of the Operational Costs for the Pascack Joint Municipal Court as per the agreement between the participating municipalities; and

**WHEREAS**, the term of this contracts shall commence as of the date of this resolution, and shall continue for the remainder of the calendar year 2022; and

**WHEREAS**, the Certified Municipal Finance Officer has the availability of funds; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and Contracts must be available for public inspection.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale as follows:

1. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, because the services are to be performed by a person authorized by law to practice a recognized profession.
2. The Contracts, including the terms of compensation for each professional, shall be placed on file with this resolution.
3. A Notice of this action shall be printed once in the official newspaper of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

**DARIO, ALBERT, METZ, EYERMAN,  
CANDA, CONCANNON, ORTIZ & KROUSE LLC**  
*Attorneys at Law*

RONALD A. DARIO\*  
SHELLEY ALBERT\*  
PATRICK METZ\*  
BRIAN E. EYERMAN, LL.M.\*  
MARILYN J. CANDA  
PAUL J. CONCANNON  
WILFREDO J. ORTIZ, II\*  
DAVID M. KROUSE

345 UNION STREET  
HACKENSACK, NEW JERSEY 07601  
TELEPHONE (201) 968-5800  
TELE-FAX (201) 968-5801

RICHARD A. FOSTER\*\*  
JONATHAN LASSER\*  
AMANDA M. RUBUSTELLO  
OF COUNSEL  
ANNAMARIE FORTUNATO\*  
\*Certified Civil Trial Attorney  
\*Member, N.J. & N.Y. Bars  
\*\*Member, N.J. & D.C. Bars  
\*Member, N.J. & FL. Bars  
\*\*MEMBER N.J., N.Y. & PA. Bars

❖PLEASE RESPOND TO HACKENSACK OFFICE❖

November 23, 2021

Carol Manhart  
Administrative Assistant to Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, New Jersey 07645

**Re: Compensation for 2021/Prosecutor- Pascack Joint Municipal Court**

Dear Ms. Manhart,

This office has the privilege of serving as the Municipal Prosecutor for the Pascack Joint Municipal Court.

In response to your request, the compensation for our services to the Court is currently \$29,000.00 per year. Our fees would remain the same for 2022.

Please feel free to contact me should you have any further questions. I remain,

Very truly yours,



Brian Eyerma, LL.M., Esq.

314 48<sup>TH</sup> STREET  
UNION CITY, NEW JERSEY 07087  
TELEPHONE (201) 865-5599  
TELE-FAX (201) 865-1361

157 ACKERMAN AVENUE  
CLIFTON, NEW JERSEY 07011  
TELEPHONE (973) 340-6565  
TELE-FAX (973) 340-6681

75 WALL STREET  
SUITE 26-I  
NEW YORK, NEW YORK 10005  
(212) 566-4060

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 35-2022**

**RE: Award Professional Service Contract/Public Defender/Alternate Public Defender/Pascack Joint Municipal Court to Aronsohn, Weiner, Salerno & Kaufman**

**WHEREAS**, the Pascack Joint Municipal Court has a need to contract for the services of various professionals to serve as the municipal public defender or alternate public defender, pursuant to N.J.S.A. 2B:24-1, et seq.; and

**WHEREAS**, the Pascack Municipal Court Committee agreed to acquire Public Defender Services through the alternate process pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and,

**WHEREAS**, there are occasions when the appointed municipal public defender may have a conflict of interest, thus creating a need for an alternate public defender; and

**WHEREAS**, it is the desire of the Pascack Joint Municipal Court to appoint the following individuals to the positions set forth below:

Public Defender: Gerald R. Salerno, Esq.

Alternate Public Defender: Salvatore Sclafani, Esq.

**WHEREAS**, the salary of the Public Defender shall be \$10,000; and

**WHEREAS**, said salaries shall be included as part of the Operational Costs for the Pascack Joint Municipal Court as per the agreement between the participating municipalities; and

**WHEREAS**, any compensation to be paid to the Alternate Public Defender shall be paid by the Public Defender, as appropriate; and

**WHEREAS**, the term of these contracts shall commence on January 1, 2021, and shall continue for the remainder of the calendar year 2021; and

**WHEREAS**, the Certified Municipal Finance Officer has the availability of funds; and,

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1, et seq.) requires that the Resolution authorizing the award of contracts for "Professional Services" without competitive bids and Contracts must be available for public inspection.

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale as follows:

1. These Contracts are awarded without competitive bidding as "Professional Services" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, because the services are to be performed by a person authorized by law to practice a recognized profession.

2. A Notice of this action shall be printed once in the official newspaper of the Borough.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

# ARONSOHN WEINER SALERNO & KAUFMAN

A Professional Corporation  
COUNSELLORS AT LAW  
21 MAIN STREET – SUITE 100  
COURT PLAZA SOUTH- EAST WING  
HACKENSACK, NEW JERSEY 07601

RICHARD H. WEINER  
GERALD R. SALERNO  
BARRY L. KAUFMAN

PATRICK W. HARRINGTON\*  
CRAIG L. LEVINSOHN  
PATRICIA A. FERRARO

\_\_\_\_\_  
RICHARD F. ARONSOHN  
(1938-1996)

Telephone: (201) 487-4747  
Facsimile: (201) 487-7601  
[www.aronsohnweinersalerno.com](http://www.aronsohnweinersalerno.com)  
[email@aronsohnweiner.com](mailto:email@aronsohnweiner.com)

\*Member NY Bar

October 29, 2020

Borough of Montvale  
12 Mercedes Drive, 2<sup>nd</sup> Floor  
Montvale, New Jersey 07645

Attention: Maureen Iarossi-Alwan  
Administrator/Municipal Clerk

Re: Public Defender – Pascack Joint Municipal Court  
Professional Services Fees-2022

Dear Ms. Iarossi-Alwan:

I am pleased to submit my fee proposal for my 33<sup>rd</sup> year of service to the Borough of Montvale. Please consider my request for an annual salary of \$10,000.00 for professional service fees in my capacity as Public Defender. Thank you for your consideration.

If you have any questions, please do not hesitate to contact me.

Very truly yours,

ARONSOHN WEINER SALERNO & KAUFMAN

By: \_\_\_\_\_

  
GERALD R. SALERNO



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 36-2022**

**RE: Authorize Contract NorthWest Bergen Regional Health Commission / Year 2022-2023  
(2) year contract**

**WHEREAS**, the Board of Health of the Borough of Montvale has received and reviewed the proposal from NorthWest Bergen Regional Health Commission; and

**WHEREAS**, said attached proposal for a two-year (2) contract which has been reviewed and approved by the Board of Health on December 6, 2021; and

**WHEREAS**, the Montvale Board of Health recommends this one-year Health Services contract with Northwest Regional Board of Health Commission based upon services provided; and

**WHEREAS**, it is the intention of the Mayor and Council to provide funds in the year 2022 and year 2023 Budget for this contract in the Borough of Montvale's Board of Health Budget; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that the contract for Health Services for year 2022 be and is hereby awarded to NorthWest Bergen Regional Health Commission, 20 West Prospect Street, Waldwick, NJ 07463, NJ pursuant to the terms and conditions and rates as outlined in the attached contract effective January 1, 2022, copy of which is attached to this resolution for the base amount of \$61,908.00 for year 2022 and \$62,844 for year 2023 as outlined in the attached proposal.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

CONTRACT FOR LOCAL PUBLIC HEALTH SERVICES  
FOR MONTVALE board of health  
JANUARY 1, 2022 THROUGH DECEMBER 31, 2023

SCHEDULE A-ADDENDUM TO CONTRACT

1. MEETING SCHEDULE: TBA or attached

2. PAYMENT OF FEES TO PROVIDER:

The annual fee for services for 2022 shall be \$61,908 (1.5% increase).

The monthly payment will be \$5,159.

The annual fee for services for 2023 shall be \$62,844 (1.5% increase)

The monthly payment will be \$5,237

THE ABOVE FEES ARE PAYABLE ON THE FIRST OF EVERY MONTH. In the event that payment is not made by the 15<sup>th</sup> of the month a \$50.00 late fee may be assessed.

3. COLLECTION OF LICENSE & PERMIT FEES: None.

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 37-2022**

**RE: Authorize Contract Health Awareness Regional Program (HARP) Hackensack Meridian Health / Hackensack University Medical Center**

**WHEREAS**, the Board of Health of the Borough of Montvale has received and reviewed the proposal from Hackensack Meridian Health, Hackensack University Medical Center (HARP) on Monday, December 6, 2021 at their regular meeting; and

**WHEREAS**, said attached proposal has been reviewed and approved by the Board of Health; and

**WHEREAS**, the Board of Health recommends the Health Department Services of Hackensack Meridian Health, Hackensack University Medical Center based upon the services provided by the Agency; and

**WHEREAS**, it is the intention of the Mayor and Council to provide funds in the year 2022 Budget for this contract for public health services, administrative services, health education, public health nursing and other related services as outlined in the attached contract; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that the contract for Health Services for 2022 be and is hereby awarded to Hackensack Meridian Health, Hackensack University Medical, Center, Hackensack, NJ 07601 pursuant to the terms and conditions as outlined in the attached contract effective January 1, 2022, copy of which is attached to this resolution in the amount of \$12,081.00 payment as outlined in the attached proposal.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

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

**APPROVED:**

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

**ADDENDUM TO BE ATTACHED TO AGREEMENT**

January 1, 2022 through December 31, 2022

Between **HEALTH AWARENESS REGIONAL PROGRAM (HARP) OF  
HACKENSACK MERIDIAN HEALTH  
HACKENSACK UNIVERSITY MEDICAL CENTER**

And **BOROUGH OF MONTVALE**

Topic of this Addendum Charge For Services for January 1, 2022 through December 31, 2022

Health Education (\$49.00 X 45 hours)	\$2,250.00
Health Education Director (\$54.00 x 15 hours)	810.00
Public Health Nursing (\$51.50 X 100 hours)	5,150.00
Required COVID-19 activities (51.50 x 50 hours)	2,575.00
Public Health Nursing Supervision (\$54.00 X 24 hours)	<u>1,296.00</u>
	\$12,081.00

**PAYMENT FOR SERVICE**

Payment to the Health Awareness Regional Program of Hackensack University Medical Center in the amount of **\$3020.25** each quarter.

**BOROUGH OF MONTVALE**

ATTEST

By: \_\_\_\_\_

By: \_\_\_\_\_

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

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

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

**HEALTH AWARENESS REGIONAL PROGRAM  
HACKENSACK MERIDIAN HEALTH  
HACKENSACK UNIVERSITY MEDICAL CENTER**

ATTEST

By: \_\_\_\_\_

By: \_\_\_\_\_

Title: President & Chief Hospital Executive

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

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 38-2022**

**A Resolution Authorizing the Borough of Montvale Police Department to Apply, Enroll and Participate in the Department of Defense Law Enforcement Support Office ("LESO") 1033 Program to Enable the Montvale Police Department to Request and Acquire Excess Department of Defense Equipment**

**WHEREAS**, the Department of Defense Law Enforcement Support Office ("LESO") facilitates a law enforcement support program, which originated from the National Defense Authorization Act of Fiscal Year 1997; and

**WHEREAS**, Federal law permits the Secretary of the United States Department of Defense to transfer to municipal, federal and State agencies personal property of the Department of Defense that the secretary determines is suitable for use by agencies in law enforcement activities; and

**WHEREAS**, informally known as the "1033 Program", this initiative allows local law enforcement agencies to obtain, at little or no cost, surplus federal property, including vehicles, small arms, rescue equipment, medical supplies, and even office supplies originally intended for use by the United States Armed Forces; and

**WHEREAS**, although equipment is provided through the 1033 Program at no cost to municipal law enforcement agencies, these entities are responsible for costs associated with the maintenance, fueling and upkeep of this equipment, and for specialized training for its operation; and

**WHEREAS**, on March 16, 2015, Governor Christie signed Senate Bill No. 2364 (P.L. 2015, c.23), which now establishes, in the absence of federal requirements, a system of local oversight over local law enforcement agencies that participate in and acquire equipment through the 1033 Program; and

**WHEREAS**, pursuant to N.J.S.A. 40A:5-30.2a, municipal governing bodies must now authorize participation in the 1033 Program by a "resolution adopted by a majority of the full membership of the governing body of a local unit prior to transmittal of any such application to the State Coordinator" of the 1033 Program; and

**WHEREAS**, pursuant to N.J.S.A. 40A:5-30.2b, the acquisition of any property by a local law enforcement agency shall be approved by a "resolution adopted by a majority of the full membership of the governing body"; and

**WHEREAS**, the Chief of Police of the Montvale Police Department has requested that the Governing Body authorize the Police Department to participate in the 1033 Program; and

**WHEREAS**, the Governing Body of the Borough of Montvale has determined that it is in the best interests of the residents of the Borough of Montvale to authorize the Police Department to apply, enroll and participate in the 1033 Program.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey, as follows:

1. The Chief of Police or his designee, on behalf of the Montvale Police Department, is hereby authorized and empowered to apply, enroll and participate in the Department of Defense Law Enforcement Support Office 1033 Program, with the authorization to participate terminating on December 31 of the current calendar year.
2. The Chief of Police shall be responsible for ensuring compliance with the requirements for participation as outlined in 10 U.S.C. 2576a for all controlled equipment.

3. The Montvale Police Department is hereby authorized to acquire items of non-controlled property designated as DEMIL A, which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Montvale Police Department, without restriction.
4. The Montvale Police Department is further authorized to acquire the identified "DEMIL B through Q" property on Exhibit A, attached hereto and expressly made a part hereof, if it shall become available in the period of time for which this resolution authorizes.
5. The Police Chief shall develop and implement a full training plan and policy for the maintenance and use of any acquired property; and
6. Pursuant to N.J.S.A. 40A:5-30.2b, the Chief of Police, or his designee, shall maintain an inventory of surplus property obtained under the 1033 Program, and shall provide a quarterly accounting of all property obtained through the 1033 Program, which shall be available to the public upon request; and
7. This resolution shall take effect immediately and shall be valid to authorize requests to acquire the above-identified DEMIL A property and DEMIL B through Q property that may be made available through the 1033 Program during the period of time for which this resolution authorizes, with Program participation and all property request authorization terminating on December 31 of the current calendar year.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

---

Maureen Iarossi-Alwan  
Municipal Clerk

---

Michael Ghassali  
Mayor

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 39-2022**

**RE: A Resolution Extending Affordable Housing Restrictions on Certain Existing Affordable Housing Units in the Summit Ridge Condominium Development**

**WHEREAS**, the Uniform Housing Affordability Controls ("UHAC"), specifically N.J.A.C. 5:80-26.25(a), "Municipal rejection of repayment option on 95/5 units," provides that "a municipality shall have the right to determine that the most desirable means of promoting an adequate supply of low- and moderate-income housing is to prohibit the exercise of the repayment option and maintain controls on lower income housing units sold within the municipality beyond the period required by N.J.A.C. 5:93-9.2, 'Length of Controls'; and

**WHEREAS**, such a determination shall be made by resolution of the municipal governing body and shall be effective upon filing with the New Jersey Council on Affordable Housing ("COAH") and/or the New Jersey Superior Court pursuant to the New Jersey Supreme Court's decision in In Re Adoption of N.J.A.C. 5:96 and 5:97 by N.J. Council on Affordable Housing, 221 N.J. 1 (2015); and

**WHEREAS**, the municipality's resolution must specify the time period for which the repayment option shall not be applicable, and that during such period, no seller in the municipality may utilize the repayment option permitted by N.J.A.C. 5:93-9.8, "Seller option; sales units"; and

**WHEREAS**, pursuant to N.J.A.C. 5:80-26.25(b) a municipality that exercises the option outlined above shall: (1) provide public notice in a newspaper of general circulation; and (2) notify the administrative agent and COAH and/or the Superior Court of its governing body's action; and

**WHEREAS**, the municipality's administrative agent shall ensure that the deed restriction on all affected housing units reflects the extended period of controls; and

**WHEREAS**, N.J.A.C. 5:80-26.25 is the successor regulation to the regulations COAH adopted in 1989 pursuant to which COAH recognized that an affordable unit as "a precious resource and efforts should be made to retain or supplement affordable housing, and that municipalities should have the first option to structure programs that accomplish this goal. Therefore, the Council structured the amendments rules to give municipalities the ability to render decisions on each affordable unit prior to the State exercising any option" (21 NJR 2020); and

**WHEREAS**, pursuant to these principles, COAH empowered municipalities (a) to capture 95 percent of the differential between the fair market value of an affordable unit and the maximum restricted price of the affordable unit at the first nonexempt sale of the unit following the expiration of affordable housing restrictions; or (b) to forego the differential and to keep the unit restricted to low- or moderate-income households (hereinafter "95/5 protocols"); and

**WHEREAS**, COAH incorporated the 95/5 protocols established in its 1989 regulations in Subchapter 9 of the Round 2 regulations COAH adopted on June 6, 1994 (N.J.A.C. 5:93-9.1 et seq.); and

**WHEREAS**, the New Jersey Housing and Finance Agency adopted the UHAC regulations in 2001 and amended those regulations in 2004 wherein it incorporated the 95/5 protocols COAH had previously established; and

**WHEREAS**, the Master Deed for the Summit Ridge Condominium development ("Summit Ridge") is dated February 24, 1999, and it was filed with the Bergen County Clerk's Office on March 16, 1999, in Book 8152, Page 516, (the "Master Deed"); and

**WHEREAS**, the Summit Ridge development includes twelve (12) low- and moderate-income restricted units, which low- and moderate-income restricted units are identified below:

Address	Type	Block	Lot	Qualifier	Date of Initial Sale	Initial Expiration Date of Affordability Controls	Extended Expiration Date of Affordability Controls
108 Gelnaw Lane	S	1002	6.08	c0008	10/17/2001	10/17/2021	10/17/2051
109 Gelnaw Lane	S	1002	6.09	c0009	1/4/2002	1/4/2022	1/4/2052
110 Gelnaw Lane	R	1002	6.10	c0010	12/31/2001	12/31/2021	12/31/2051
134 Green Way	S	1002	6.34	c0034	11/3/2000	11/3/2020	11/3/2050
135 Green Way	R	1002	6.35	c0035	1/31/2002	1/31/2022	1/31/2052
136 Green Way	S	1002	6.36	c0036	5/11/2001	5/11/2021	5/11/2051
149 Green Way	S	1002	6.49	c0049	4/19/2000	4/19/2020	4/19/2050
150 Green Way	S	1002	6.50	c0050	10/30/2000	10/30/2020	10/30/2050
151 Green Way	S	1002	6.51	c0051	3/17/2000	3/17/2020	3/17/2050
155 Green Way	S	1002	6.55	c0055	1/4/2002	1/4/2022	1/4/2052
156 Green Way	S	1002	6.56	c0056	7/28/2000	7/28/2020	7/28/2050
157 Green Way	S	1002	6.56	c0057	11/3/2000	11/3/2020	11/3/2050

(hereinafter the "Affordable Units"); and

**WHEREAS**, Paragraph 27 of the Summit Ridge Master Deed mandates that the Affordable Units are "subject to the terms and conditions, restrictions, limitations and provisions as set forth in the Affordable Housing Plan" that is attached as an Exhibit to the Master Deed; and

**WHEREAS**, Section III of the Affordable Housing Agreement attached as an Exhibit to the Master Deed sets forth that the restrictions set forth therein extend for a minimum period of twenty (20) years (the "Affordability Controls"); and

**WHEREAS**, Section III also provides that "[t]he terms, restrictions and covenants of this Affordable Housing Agreement may be extended by municipal resolution as provided for in N.J.A.C. 5:92.1 et seq. [and] [s]uch municipal resolution... shall be effective upon filing with [COAH] and the [Bergen County Housing] Authority"; and

**WHEREAS**, the individual deeds associated with each of the Affordable Units each contain a restrictive covenant that the ownership and use of the units shall be "in accordance with and subject to the terms, conditions, covenant, restrictions and other provisions of the Master Deed dated February 24, 1999 and recorded on March 16, 1999 in Blook 8152 page 516, in the Office of the Clerk of Bergen County, New Jersey, creating and establishing said Condominium (collectively the "Master Deed" and as amended); and

**WHEREAS**, the individual deeds associated with each of the Affordable Units also each contain a restrictive covenant that "[t]he Grantee's right title and interest in this unit and the use, sale, resale and rental of this property are subject to the terms, conditions, restrictions, limitations and provisions as set forth in the Affordable Housing Plan which is filed in the Bergen County Clerk's Office and is also on file with the Housing Authority of Bergen County"; and



**WHEREAS**, it is the intention of the Borough of Montvale to extend the Affordability Controls for all of the Affordable Units for an additional period of thirty (30) years from the date of expiration of the initial 20-year control period; and

**WHEREAS**, the Affordable Housing Agreement further provides that “[t]he provisions of this Affordable Housing Agreement shall constitute covenants running with the land with respect to each Affordable Housing unit affected hereby, and shall bind all Purchasers and Owners of each Affordable Housing unit, their heirs, assigns and all persons claiming by, through or under their heirs, executors, administrators and assigns for the duration of this Agreement as set forth herein”; and

**WHEREAS**, because the Master Deed, the individual deeds for the Affordable Units and the Affordable Housing Agreement specifically grant the Borough the authority to extend the period of restrictions by resolution, and that right constitutes a covenant running with the land, which binds all owners, the Borough is authorized to extend the period of controls on the Affordable Units by way of adoption of a resolution extending controls, which is consistent with the court’s holding in Society Hill at Piscataway, et als., v. Township of Piscataway, 445 N.J. Super. 435 (Law Div. 2016); and

**WHEREAS**, N.J.A.C. 5:94-4.16 requires that in order to extend the Affordability Controls on an Affordable Unit, the “municipality shall be required to obtain a continuing certificate of occupancy or a certified statement from the municipal building inspector stating that the restricted ownership unit meets all code standards upon the first transfer of title following” the expiration of the original period of restrictions, and N.J.A.C. 5:97-6.14 contains a similar requirement; and

**WHEREAS**, the Borough has determined that the most desirable means of promoting an adequate supply of low- and moderate-income housing in the Borough of Montvale is to prohibit the exercise of any repayment option on the 10 for-sale Affordable Units and to maintain the Affordability Controls on the 12 Affordable Units (which includes 2 rental units) for an additional thirty-year term.

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

1. The Repayment Option applicable to the Affordable Units shall not be permitted from the date of this Resolution until the expiration of the extended Affordability Controls shown in the below chart.
2. The Affordability Controls are extended as follows:

Address	Type	Block	Lot	Qualifier	Date of Initial Sale	Initial Expiration Date of Affordability Controls	Extended Expiration Date of Affordability Controls
108 Gelnaw Lane	S	1002	6.08	c0008	10/17/2001	10/17/2021	10/17/2051
109 Gelnaw Lane	S	1002	6.09	c0009	1/4/2002	1/4/2022	1/4/2052
110 Gelnaw Lane	R	1002	6.10	c0010	12/31/2001	12/31/2021	12/31/2051
134 Green Way	S	1002	6.34	c0034	11/3/2000	11/3/2020	11/3/2050
135 Green Way	R	1002	6.35	c0035	1/31/2002	1/31/2022	1/31/2052
136 Green Way	S	1002	6.36	c0036	5/11/2001	5/11/2021	5/11/2051
149 Green Way	S	1002	6.49	c0049	4/19/2000	4/19/2020	4/19/2050
150 Green Way	S	1002	6.50	c0050	10/30/2000	10/30/2020	10/30/2050
151 Green Way	S	1002	6.51	c0051	3/17/2000	3/17/2020	3/17/2050
155 Green Way	S	1002	6.55	c0055	1/4/2002	1/4/2022	1/4/2052

156 Green Way	S	1002	6.56	c0056	7/28/2000	7/28/2020	7/28/2050
157 Green Way	S	1002	6.56	c0057	11/3/2000	11/3/2020	11/3/2050

3. During the period of extended Affordability Controls no seller of any of the 12 Affordable Units may utilize the repayment option shown in N.J.A.C. 5:93-9.8.
4. The Borough Construction Official is hereby directed, authorized and empowered to inspect the Affordable Units to comply with the requirements of N.J.A.C. 5:94-4.16 and N.J.A.C. 5:97-6.14
5. The Borough Clerk is authorized and directed to print this Resolution in full in the official newspaper of the Borough, and to notify the Affordable Housing Administrative Agent, COAH and the Superior Court of the Borough's action.
6. The Affordable Housing Administrative Agent shall ensure the deed restriction imposing Affordability Controls on all affected 12 Affordable Units extends until the dates shown in the above chart.
7. This Resolution shall evidence pursuant to N.J.A.C. 5:94-4.16(a) and N.J.A.C. 5:97- 6.14(b)(2) (Extension of Expiring Controls) that the Affordability Controls have been extended in accordance with the Uniform Housing Affordability Controls ("UHAC"), and that the Borough of Montvale is entitled to 12 affordable housing credits (plus any applicable rental bonuses) to address a portion of its Fourth Round fair share obligation through the extension of the Affordability Controls in accordance with N.J.A.C. 5:97-9, UHAC and the New Jersey Supreme Court's decision in In Re Adoption of N.J.A.C. 5:96 and 5:97 by N.J. Council on Affordable Housing, 221 N.J. 1 (2015).
8. All of the Affordable Units shall remain subject to the requirements of UHAC and the Affordability Controls, as may be amended and supplemented from time to time, during the extended Affordability Control period and until the Borough of Montvale elects to release the Affordable Units from such requirements.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 40-2022**

**RE: Award Professional Service Contract / Survey, Design and Bidding Services / LaTrenta Parking Lot Improvements / Colliers Engineering & Design**

**WHEREAS**, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer to provide professional services for survey, design and bidding services for LaTrenta Field and Parking Lot Improvements; 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**, Colliers Engineering & Design, 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 has submitted a proposal dated December 16, 2021 to provide the engineering administrative 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 administrative services is attached to this resolution which is made part of this resolution shall be awarded to Colliers Engineering & Design
- 2) That the following be provided:
  - 1) Topographic Survey - \$9,500.00
  - 2) Design & Bidding - \$35,000.00
- 3) The cost not to exceed shall be \$44,500.00. 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.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

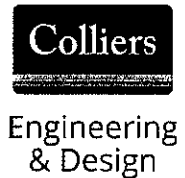
**ATTEST:**

**APPROVED:**

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

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

400 Valley Road  
Suite 304  
Mt. Arlington, New Jersey 07856  
Main: 877 627 3772



December 16, 2021

Maureen Iarossi  
Borough Clerk/Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, New Jersey 07645

*Ordinance  
2021-1497*

Professional Engineering Services  
LaTrenta Parking Lot Improvements  
Borough of Montvale, Bergen County  
Colliers Engineering & Design Project No. MVB0032P

Dear Ms. Iarossi,

Colliers Engineering & Design Inc. DBA Maser Consulting (CED) is pleased to present this agreement to provide professional engineering services for the LaTrenta Parking Lot Improvements. It is our understanding that the Borough received a Bergen County Open Space grant in the amount of \$96,309.00 for ADA improvements to several areas at LaTrenta Field. Specifically, areas include the dugout areas and circulation around the backstop for both the baseball and softball fields, the path from the parking lot to the softball field backstop area, and the entrance and viewing area for the tennis courts. The ADA improvements will be a portion of on-site improvements to include milling and resurfacing of all parking areas, base repair, miscellaneous concrete for pedestrian circulation, minor drainage improvements (if necessary), repair of wood guide rail, repainting of wood guide rail, replacement of the existing wood fence along the northern property line with a vinyl fence, striping, and restoration. The estimated cost of the project is \$500,000.00. Accordingly, this agreement includes survey, design, bidding services, and grant administration services.

Below is a description of the proposed scope of services for this project.

#### **SCOPE OF SERVICES**

##### **TASK 1.0 SURVEY SERVICES**

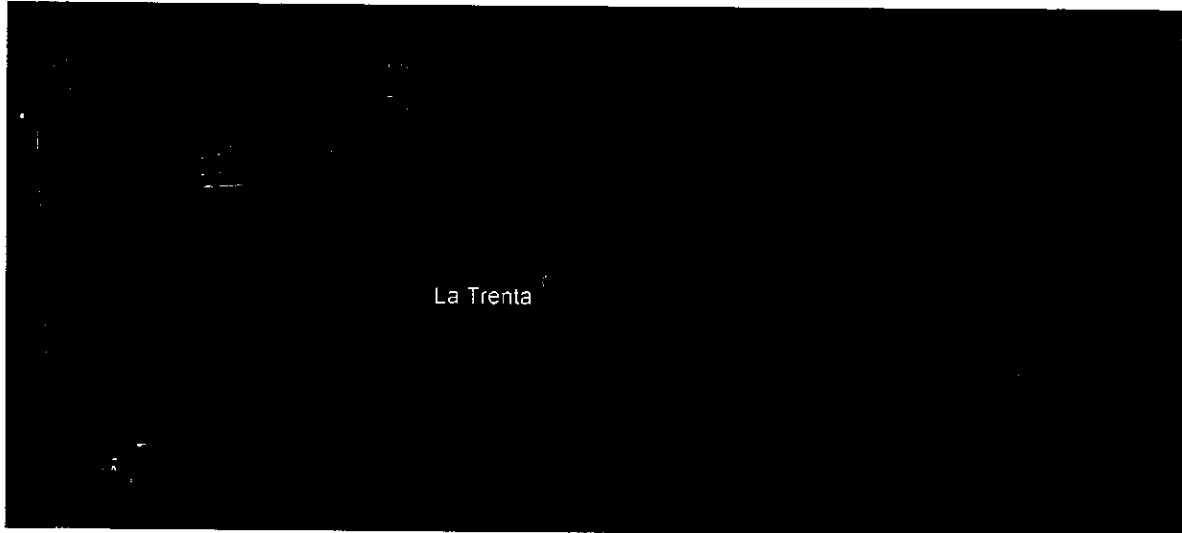
##### **Topographic Survey**

CED will perform a topographic survey of a portion of the premises in accordance with the standards set forth in the Laws of the State of New Jersey Statutory Reference NJSA 45:8-28(e) and more specifically the administrative rules and regulations promulgated by the State Board of Professional Engineers and Land Surveyors and contained in N.J.A.C. 13:40-5.1.

The limits of the survey are as depicted in the Survey Limits image below:

Maser Consulting is now Colliers Engineering & Design

### SURVEY LIMITS



Our office will prepare a topographic survey map that is a graphic pictorial representation of existing site features observed at the time of the field survey such as buildings, curbs, sidewalks, roadways, driveways, retaining walls, fences, individual trees in open areas, and utility hardware. Limits of wooded areas will be depicted based on the approximate dripline, but individual trees within wooded areas will not be surveyed. The topographic map will depict existing spot elevations and contours at a one-foot (1') contour interval. GPS surveying techniques will be used to control the survey with the resulting horizontal datum being New Jersey State Plane Coordinate System NAD83 and the vertical datum being North American Vertical Datum NAVD88.

Visible and accessible utilities and/or utility structures within the survey limits as described above will be surveyed and shown on the plan to include rim, grate and invert elevations, and pipe sizes entering and/or exiting the structures. For the purposes of this contract, accessible utilities shall be defined as those utilities that are visible to the naked eye at ground level and are safely accessible by foot by CED field survey personnel without the need for additional safety measures and/or assistance with making pipes visible, open and clear for inspection and measuring.

We will survey visible evidence of existing utilities within the survey limits, but may not be able to confirm the existence, or actual position of, all underground utilities which may be running through or servicing the subject property. The NJ One Call System prohibits the use of its service for surveying and mapping of subsurface utilities for engineering design purposes. If requested, we can enlist the services of our in-house subsurface utility engineers to investigate and mark the approximate location of subsurface utilities that may exist on the site. The fee for this additional service can be provided upon request.

Included in this task of service are the following tasks:

- Establish on-site survey control;
- Field traverse, topographic survey and data collection;
- Field measure inverts of accessible gravity structures;
- Field survey data reduction and computation;
- Import the boundary lines from prior survey dated March 17, 2008;
- Preparation of topographic survey map in AutoCAD Civil 3D 2020 format.

Traffic safety protection for field survey crew and cleaning of clogged or obstructed drain and sewer structures is **not** included in the fee for this survey. If it is determined that safety protection is required for any of the survey services performed under this contract, we will advise you of the approximate cost prior to moving forward. Such additional cost would be invoiced as a reimbursable expense pursuant to prior authorization.

## **TASK 2.0      DESIGN AND BIDDING**

Utilizing the survey prepared under Task 1.0 above as a base map, CED will develop plans, details, and specifications to be utilized for public bid. Bid documents shall be prepared in accordance with NJDOT requirements. The existing site conditions will be investigated during the design; more specifically, the conditions of the pedestrian areas, ADA accessibility, pavement, curbing, and drainage structures. CED will gather detailed field data with regard to quantities necessary to construct the project, as well as items that may need special attention throughout the parking lot during construction.

As indicated above, the design effort will consider improved ADA accessibility at each of the fields, as well as the tennis court entrance and viewing locations. Overall circulation and parking layout will be reviewed along with the drainage behind the baseball field backstop. Areas of the existing wood guide rail will be repaired where damaged and repainted. The existing six-foot (6') high stockade wood fence along the northern property line will be replaced with a vinyl fence to be chosen by the Borough. Finally, all parking and drive aisles will be milled, paved, and restriped as part of the project.

CED will also prepare the supplemental and technical specifications for the site improvement items that are required as part of the project for incorporation into the overall bid package. The specifications will be prepared in the latest NJDOT format, as amended. As this project develops, and the Construction Cost Estimate (CCE) is closer to completion during the design phase, the Borough will be updated with the status of design and whether alternate bids are recommended.

The project limits may be adjusted by utilizing alternate bids based upon the budget approved by the Borough. CED will prepare the CCE based on the quantity required for each alternate bid and finalize the bid package in order for the project to remain within the construction budget. We will coordinate with the Borough regarding public advertisement of the bid documents and bidding services will be coordinated through our Mount Arlington office. The necessary coordination with Bergen County to administer the Open Space grant and submit for reimbursement at the end of the project will be performed by CED.

The following is the estimated schedule for the project:

**Anticipated Duration**

Approval of Engineering Agreement	Anticipate Authorization December 2021
Survey Services	To be completed within 45 days of Authorization
Preparation of Design Plans and Specifications	To be completed within 90 days of Authorization
Bidding of Project	Anticipate 30 days for bidding process
Contractor Award	Anticipate April/May 2022
Construction (Anticipated)	Anticipate spring/summer 2022
Project Closeout (Anticipated)	To occur post-construction – Anticipate summer/fall 2022

Please note that the above schedule is approximate, and the goal is to construct the entirety of the project by the end of summer 2022. Should inclement weather occur, the construction schedule may be altered, as necessary.

**FEE AGREEMENT**

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

TASK 1.0	SURVEY SERVICES	\$ 9,500.00
TASK 2.0	DESIGN & BIDDING	\$35,000.00
<b>LUMP SUM FEE</b>		<b>\$44,500.00</b>

The above services will be provided on a lump sum basis not to exceed the listed amount. This Contract and Fee Schedule is based upon the current Engineering Contract authorized by the Borough of Montvale.

**REIMBURSABLE EXPENSES**

Reimbursable expenses including delivery, printing, copying, postage, and other reproducible costs for the above-mentioned deliverables are included within this proposal and are included in the project cost.

#### **PLAN REVISIONS AND EXTRA SERVICES**

Any revision requested by the Borough or review agencies that is a major redesign or not an error or omission on the part of CED will be billed on an hourly basis in accordance with our current contract. Please note that a separate agreement will be provided prior to the pre-construction meeting specific to Construction Administration Services.

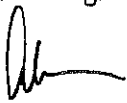
#### **EXCLUSIONS**

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement is deemed necessary, then CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra services. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours that the construction administration or engineer is on-site. No extra services will be performed without authorization from the Borough.

If you find this agreement acceptable, please forward a copy of the Resolution of Approval to this office. This will constitute approval of the proposed engineering agreement.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Sincerely,  
Colliers Engineering & Design



Andrew Hipolit, PE, PP, CME, CFM, CPWM  
Discipline Leader

ARH/dw

R:\Projects\M-P\MVB\MVB0032P\Proposals\Maser Pending\211216\_ARH\_Iarossi-LaTrenta\_MVB0032P.docx



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 41-2022**

**RE: Award Professional Service Contract / Design and Bidding Services / NJDOT FY2021 – Various Streets, Craig Road / Colliers Engineering & Design**

**WHEREAS**, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer to provide professional services for design and bidding services for NJDOT FY2021 – Various Streets, Craig Road; 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**, Colliers Engineering & Design, 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 has submitted a proposal dated December 16, 2021 to provide the engineering administrative 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 administrative services is attached to this resolution which is made part of this resolution shall be awarded to Colliers Engineering & Design
- 2) That the following be provided:
  - 1) Design & Bidding - \$32,500.00
- 3) The cost not to exceed shall be \$32,500.00. 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.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

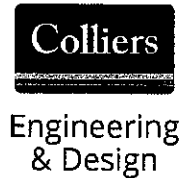
**ATTEST:**

**APPROVED:**

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

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

400 Valley Road  
Suite 304  
Mt. Arlington, New Jersey 07856  
Main: 877 627 3772



December 16, 2021

Maureen Iarossi  
Borough Clerk/Borough Administrator  
Borough of Montvale  
12 Mercedes Drive  
Montvale, New Jersey 07645

*Ordinance*  
*2021-1497*

Professional Engineering Services  
NJDOT FY2021 – Various Streets – Craig Road  
Borough of Montvale, Bergen County  
Colliers Engineering & Design Project No. MVB0033P

Dear Ms. Iarossi,

Colliers Engineering & Design Inc. DBA Maser Consulting (CED) is pleased to present this agreement to provide design and grant administration services relating to the NJDOT FY2021 Roadway Improvement project. Specifically, the limits are from West Grand Avenue to Summit Avenue. We understand that the Borough has been awarded a Fiscal Year 2021 Municipal Aid grant from the New Jersey Department of Transportation (NJDOT) in the amount of \$210,000.00. The preliminary cost estimate included in the grant application for the roadway improvements is approximately \$336,000.00. The grant award is intended to assist the Borough with funding of improvements outlined in the Municipal Aid grant application. Accordingly, the work will include full width milling and resurfacing of Craig Road with full depth base repair, as needed. Additional improvements include the selected replacement of curb, sidewalk, traffic stripes, driveway repairs, resetting of manholes, valves and miscellaneous utility structures, installation of bicycle safe grates and installation of NJDEP-approved curb pieces (as necessary). All curb ramps within the project limit will be reconstructed to meet the latest ADA requirements. In consideration of the discrepancy between the grant amount and preliminary construction cost estimate, alternate bids can be prepared, if requested, to match the desired Borough funding contribution to the project.

CED will provide the following services:

**SCOPE OF SERVICES**

**TASK 1.0 DESIGN AND BIDDING**

CED will develop construction drawings and specifications to be utilized for public bid. Bid documents shall be prepared in accordance with NJDOT requirements. The scope of improvements expressed in the bid documents shall be as specified in the grant application.

The existing site conditions will be investigated during the design; more specifically, the conditions of the curbing, sidewalk, driveway, roadway, and drainage structures. CED will prepare base mapping

Maser Consulting is now Colliers Engineering & Design

utilizing available tax maps and GIS, aerial imagery, and field measurements. Once base mapping is completed, we will prepare plan drawings depicting the proposed areas of milling, spot curb repair and installation of curbing where none exists, reconstruction of driveway aprons, resetting of structures, accessible curb ramps, and striping. The drawings shall be prepared in accordance with the following design criteria and standards:

- a. NJDOT Design Manual for Roadways.
- b. NJDOT Design Manual for Bridges and Structures.
- c. Standard Specifications for Roadways – AASHTO.
- d. NJDOT Standard Specifications for Road and Bridge Construction.
- e. Manual on Uniform Traffic Control Devices.

CED will prepare the base mapping, title sheet, general notes and legend, estimate of quantities, construction plans and the construction details. CED will also prepare the supplemental and technical specifications for the site improvement items that are specified on our construction drawings for incorporation into the overall bid specifications. The specifications will be prepared in the latest NJDOT format, as amended. As this project develops, and the Construction Cost Estimate (CCE) is closer to completion during the design phase, the Borough will be updated with the status of design and whether alternate bids are recommended.

The construction plans will callout the curb ramp types in accordance with Public Right-of-Way Guidelines (PROWAG) for ADA-accessibility. It will be the responsibility of the contractor to construct ADA-compliant curb ramps. Upon construction of curb ramps, CED will inspect the ramps for compliance with ADA requirements. Curb ramps determined to be non-compliant with the ADA requirements will be reconstructed by the contractor at no additional cost to the owner.

The project limits may be adjusted by utilizing alternate bids based upon the budget approved by the Borough. CED will prepare the CCE based on the quantity required for each alternate bid and finalize the design in order for the project to remain within the construction budget. Bidding services will be coordinated through our Mount Arlington office.

Specifications will be developed in accordance with NJDOT Standard Specifications for Road and Bridge Construction, as currently amended. An Engineer's Estimate will be prepared and submitted to NJDOT Bureau of Local Aid along with an Engineer's Design Certification, plans, and specifications. Upon receiving authorization to bid from NJDOT, we will coordinate with the Borough regarding public advertisement of the bid documents.

CED will coordinate with the Borough regarding the Bidding Period Services. Specifically, the following will be conducted:

- Order the advertisement for bid.
- Development of addendum(s) to clarify or review the bid documents, as required.
- Attend bid opening and reading of bids in order to tabulate them.
- Review the proposals from the responsive bidders and make recommendations to the Borough regarding the selection and evaluation of the bids.

Throughout the project, CED will administer the NJDOT Local Aid process and prepare submittals to the NJDOT Bureau of Local Aid in accordance with the Municipal Aid program requirements. Submittals will include final plans, specifications, Engineer's Estimate, and Engineer's Design Certifications, grant reimbursement requests and final close out documents.

### **FEE AGREEMENT**

For your convenience, we have broken down the total estimated cost of the project into the categories identified within the Scope of Services.

<b>TASK 1.0</b>	<b>DESIGN AND BIDDING</b>	<b>\$32,500.00</b>
<b>TOTAL LUMP SUM FEE</b>		<b>\$32,500.00</b>

The above engineering services will be provided on a lump sum basis not to exceed the listed amount. This contract and fee schedule are based upon the Borough Engineering Contract authorized by the Borough. Please note, Construction Administration and Observation Services are not included in this agreement. A separate agreement for said services will be prepared and provided to the Borough upon opening of contractor bids.

### **PROJECT SCHEDULE**

The following is the anticipated project schedule:

	<b><u>Anticipated Duration</u></b>
Approval of Engineering Agreement	Anticipate Authorization December 2021
Preparation of Design Plans and Specifications	To be completed within 45 days of Authorization
NJDOT Concurrence	Anticipate 30 days from submission
Bidding of Project	Anticipate 30 days for bidding process
Contractor Award	Anticipate April 2022
Construction (Anticipated)	Anticipate spring/summer 2022

Project Closeout (Anticipated)

To occur post construction – Anticipate summer/fall 2022

### **PROJECT DELIVERABLES**

Two (2) copies of the final bid documents will be provided to the Borough prior to bidding.

### **PLAN REVISIONS AND EXTRA SERVICES**

Any revision requested by the Borough or review agencies that is a major redesign or not an error or omission on the part of CED will be billed on an hourly basis in accordance with our current contract. Please note that a separate agreement will be provided prior to the pre-construction meeting specific to Construction Administration Services.

### **REIMBURSABLE EXPENSES**

Reimbursable expenses including delivery, printing, copying, postage, and other reproducible costs for the above-mentioned deliverables are included within this agreement and are included in the project cost.

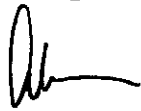
### **EXCLUSIONS**

If any item listed herein, or otherwise not specifically mentioned within this agreement or the Borough Engineering Agreement, is deemed necessary, then CED may prepare an addendum to this agreement for your review, outlining the scope of additional services and associated professional fees with regard to the extra work. Unanticipated additional services shall be in accordance with the Schedule of Hourly Rates for the number of hours that the Construction Administrator or Engineer is on-site. No extra engineering services will be performed without authorization from the Borough.

If you find this agreement acceptable, please forward a copy of the Resolution of Approval to this office. This will constitute approval of the proposed engineering agreement.

We thank you very much for the opportunity to offer our services and look forward to working with you on this and future projects. In the meantime, should you have any questions regarding this agreement, please feel free to contact me.

Sincerely,  
Colliers Engineering & Design



Andrew Hipolit, PE, PP, CME, CFM, CPWM  
Discipline Leader

ARH/dw

R:\Projects\M-P\MVB\MVB0033P\Proposals\Maser Pending\211216\_ARH\_Iarossi\_NJDOT FY2021\_MVB0033P.docx

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 42-2022**

**RE: Award Professional Service Contract / Montvale Firehouse Roof Inspection / Colliers Engineering & Design**

**WHEREAS**, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer to provide professional services for roof inspector/consultant to inspect the Montvale Firehouse roof; 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**, Colliers Engineering & Design, 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 has submitted a proposal dated December 28, 2021 to provide the engineering administrative 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 administrative services is attached to this resolution which is made part of this resolution shall be awarded to Colliers Engineering & Design
- 2) That the following be provided:
  - 1) Roof Maintenance Systems, Sub-Consultant Inspection - \$5,000.00
- 3) The cost not to exceed shall be \$5,000.00. 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.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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


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



Engineering  
& Design

## Memorandum

To: Maureen Iarossi

From: Andrew Hipolit 

Date: December 28, 2021

Subject: Montvale Firehouse Roof Inspection

Project No.: MVB020

5K  
Award 1/11/22

---

On December 21, 2021, Colliers Engineering & Design (CED) visited the Montvale Firehouse to perform a structural condition assessment of the building's roof. Jules Pike, PE, Robert Culvert, CPWM, of Colliers Engineering & Design, as well as two members of the Montvale Fire Department were on site during the inspection.

After a recent leak in the roof, the Montvale Fire Department was informed by a roofing contractor that there were concerns with the overall installation of the roofing, specifically the plywood sheathing. The roofing contractor recommended that the best solution would be to rebuild the roof (plywood, insulation, and shingles). The roofing contractor also noted missing H-clips between plywood sheets and issues with the connections from the plywood to the steel trusses.

Based on our observations, we were able to confirm there are missing H-clips randomly throughout the roofing system. However, we were only able to locate an isolated issue with the connections between the plywood and trusses. In one area, it was noted that the screws from the plywood into the steel truss were close to the edge of the truss. Overall, it appeared there were ample screws/connections between the plywood and trusses.

From a structural standpoint, we did not observe any deficiencies in the roofing system. All trusses appeared to be in good overall condition, with plywood sheathing securely attached to them. The issues found and mentioned by the roofing contractor are not structural concerns. Therefore, we recommend that the roof be inspected by a consultant who specializes in roofing. Obtaining the opinion of a roofing consultant, as opposed to a roofing contractor, will give the Fire Department a more objective answer.

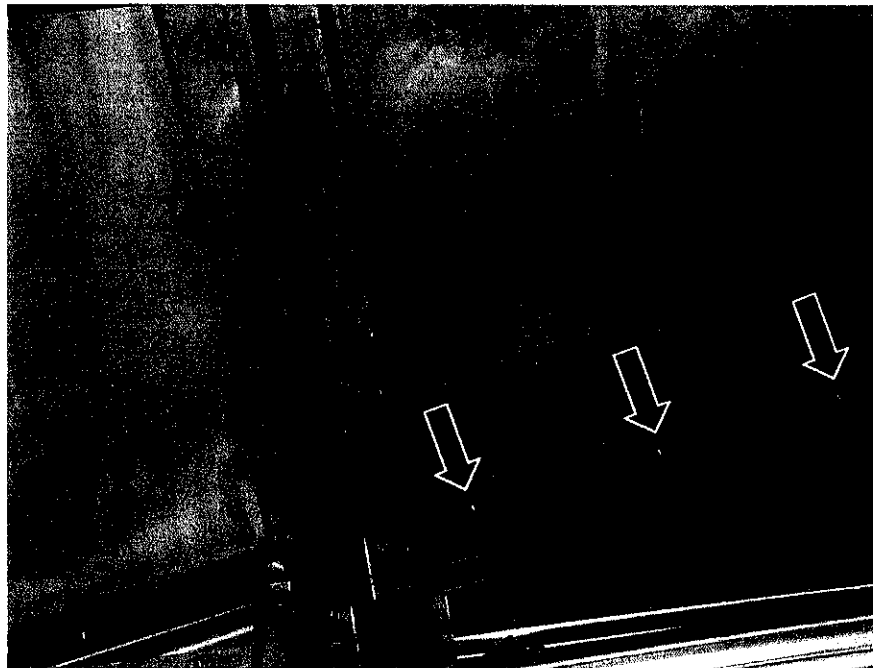
CED has worked with William (Bill) Tipton of Roof Maintenance Systems in the past. CED can utilize roof maintenance systems as a sub-consultant to perform this detailed inspection. The cost for this detailed inspection would be \$5,000.00 and would require the Montvale Fire Department to utilize their apparatus to lift personnel up to the underside or top of the roof for a detailed inspection. I have attached some photographs with brief descriptions from our site visit on December 21, 2021. If you have any questions or require additional information, please do not hesitate to contact me.

Maser Consulting is now Colliers Engineering & Design

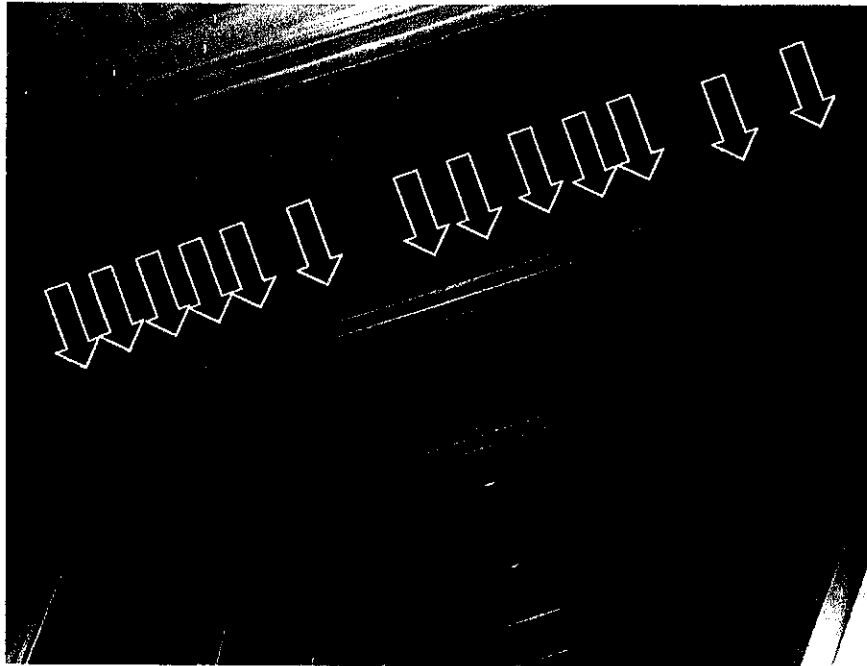




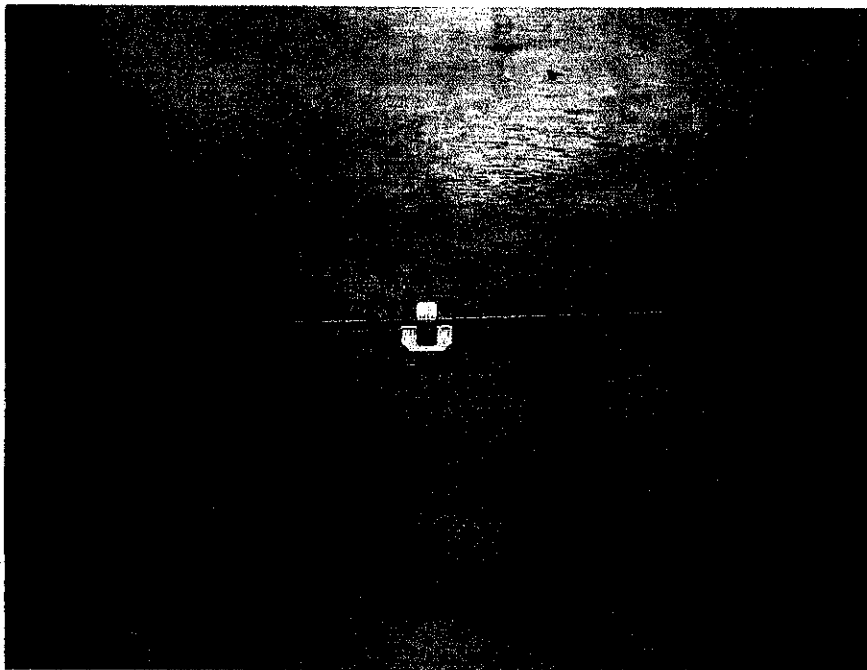
Photograph 1. General View of Roof Interior



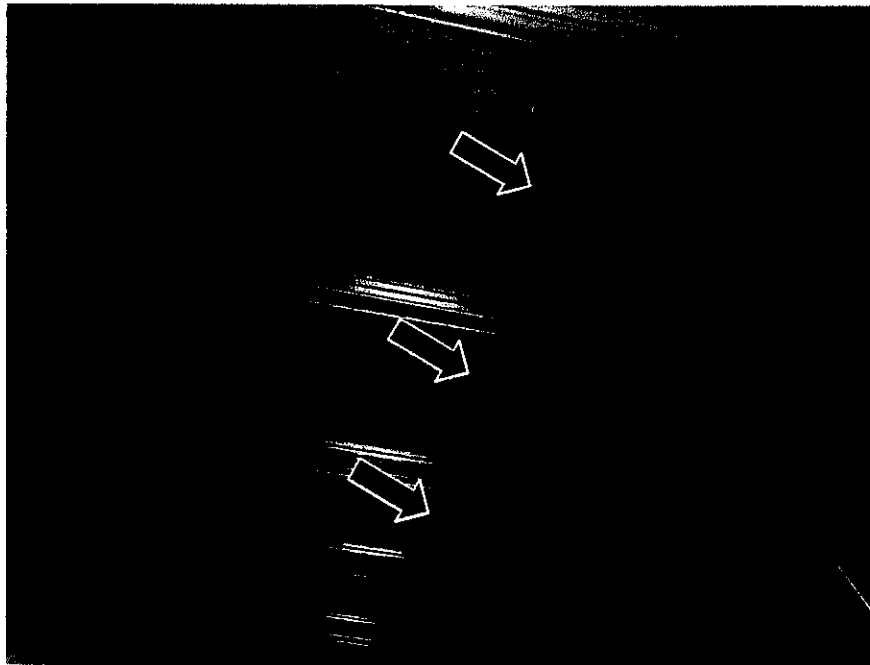
Photograph 2. Screws Adjacent to Edge of Truss



Photograph 3. General View of Typical Connections Between Plywood and Trusses



Photograph 4. H-Clip at Adjoining Plywood Sheets, Typical



Photograph 5. H-Clips at Adjoining Plywood Sheets, Typical



Photograph 6. Missing H-Clips Along Plywood Seam



Photograph 7. Missing H-Clip Along Plywood Seam

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 43-2022**

**RE: Authorizing Two Year (2) Field License Agreement with the Montvale Board of Education**

**BE RESOLVED**, the Board of Education and the Borough of Montvale are the owners of certain land which is devoted to recreational uses more particularly know as Memorial School Fields and Fieldstone School Fields; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Montvale that the attached two year Field License Agreement with the Montvale Board of Education and the Borough of Montvale has been reviewed and will be provided to the Pascack Valley Department of Public Works Superintendent; and

**NOW THEREFORE BE IT RESOLVED**, that the Governing Body hereby authorizes the execution of the attached Agreement to commence on January 1, 2022 through December 31, 2024 which includes the Maintenance of Fields on behalf of the Borough of Montvale.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 44-2022**

**RE: Authorize The Cancellation of Entire Year 2022 Property Taxes and All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs**

**WHEREAS**, this resolution authorizes the municipality to cancel all property taxes for the year 2022 and for all future taxes due to the granting of totally disabled veteran status by the Department of Veterans Affairs per the Department's letter attached to the original resolution, for Michael Kaplowitz. Mr. Kaplowitz is the owner of 5 N. Middletown Road, Block 1709, Lot 2.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to cancel all 2022 taxes and all future taxes as per the above.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 45-2022**

**RE: Authorize The Cancellation of Entire Year 2022 Property Taxes and All Future Taxes Due To Granting Of Totally Disabled Veteran Status By Department Of Veterans Affairs**

**WHEREAS**, this resolution authorizes the municipality to cancel all property taxes for the year 2022 and for all future taxes due to the granting of totally disabled veteran status by the Department of Veterans Affairs per the Department's letter attached to the original resolution, for Richard Kuiters. Mr. Kuiters is the owner of 19 Murray Road, Block 2509, Lot 3.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to cancel all 2022 taxes and all future taxes as per the above.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

ATTEST:

APPROVED:

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

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 46-2022**

**RE: A Resolution Authorizing a Settlement Agreement and Release With P.O. Walter Marsico**

**WHEREAS**, P.O. Walter Marsico has been employed within the Borough of Montvale Police Department; and

**WHEREAS**, the Borough and Marsico desire to resolve any and all outstanding issues arising out of or related to his employment with the Borough.

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

1. The Settlement Agreement and Release between the Borough of Montvale and P.O. Walter Marsico is hereby approved.
2. The resignation of P.O. Walter Marsico effective February 1, 2022, is hereby accepted by the Borough.
3. The Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Settlement Agreement and Release in the form approved by the Borough Attorney and Borough Labor Counsel.
4. All other appropriate employees, officials and officers of the Borough are hereby directed, authorized and empowered to execute all documents and take all steps reasonably necessary to effectuate the purposes and provisions of this Resolution and the Settlement Agreement and Release.
5. This Resolution shall take effect immediately.

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 47-2022**

**RE: Refund Tax Overpayment / Block 1903; Lot 7 / 2 Paragon Drive**

**WHEREAS**, a resolution authorizing the Borough of Montvale to refund an overpayment of taxes for Block 1903; Lot 7, 2 Paragon Drive, also known as Village Springs at Montvale; and

**WHEREAS**, the above parcel was split into 80 lots, therefore resulting in an overpayment on the main Block 1903; Lot 7; and

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale, County of Bergen, New Jersey, that the Tax Collector be and is hereby authorized to refund Toll Brothers c/o Zipp & Tannenbaum, LLC, 280 Raritan Center Parkway, Edison, NJ 08837 in the amount of \$109,396.00

Councilmember	Motion	Second	Yes	No	Absent	Abstain	No Vote
Arendacs							
Cudequest							
Koelling							
Lane							
Roche							
Russo-Vogelsang							

**Adopted: January 11, 2022**

**ATTEST:**

**APPROVED:**

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

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

## 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	\$3,064,123.22	Bill List Wire 1/11/2022
	<u>633,878.55</u>	Wires/Manual Checks
Current TOTAL	3,698,001.77	
Capital	21,493.50	Bill List Wire 1/11/2022
Escrow	1,063.00	Bill List Wire 1/11/2022
Housing Trust	919.00	Bill List Wire 1/11/2022
Open Space Trust	906.00	Bill List Wire 1/11/2022
General Trust	222.50	Bill List Wire 1/11/2022
Dog Trust	71.20	Bill List Wire 1/11/2022

*This resolution was adopted by the Mayor and Council of Montvale  
at a meeting held on 1/11/22*

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

Approved: 1/11/22

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

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

ATTEST:

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

**MANUAL/VOID CHECKS - WIRES**  
**January 11, 2022**

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		12/13/21	Payroll Account-Current	218,538.79
WIRE		12/13/21	Salary Deduction Account	120,428.08
WIRE		12/13/21	FSA Account	30.00
WIRE		12/27/21	Payroll Account-Current	185,961.16
WIRE		12/27/21	Salary Deduction Account	108,890.52
WIRE		12/27/21	FSA Account	30.00
<b>Total</b>				<u><u>633,878.55</u></u>

January 6, 2022  
11:48 AM

Borough of Montvale  
Bill List By Vendor Id

Page No: 1

P.O. Type: All  
Range: First to Last  
Format: Condensed

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	Status	Amount	Void Amount	Contract	PO Type
00022	BERGEN CTY MUNICIPAL JIF								
	21-00059	01/06/21	2021	JIF LIABILITY INSURANCE	Open	53,238.72	0.00		B
	22-00048	01/05/22	2022	LIABILITY & WORK COMP INS	Open	<u>110,256.00</u>	0.00		B
						163,494.72			
00043	NORTH JERSEY MEDIA GROUP								
	21-01582	12/13/21	395748	ADVERTISING - NOVEMBER	Open	73.40	0.00		
00050	DEPIERO'S FARM								
	21-01563	12/08/21	2021	POINSETTIAS	Open	249.07	0.00		
00064	MUNNOS ITALIAN DELI								
	21-01590	12/14/21	ELECTION FOOD	12/14/2021	Open	305.65	0.00		
00097	CABLEVISION								
	21-01592	12/14/21	07873-109890-01-7	CABLEVISION	Open	146.13	0.00		
	21-01593	12/14/21	07873-204461-01-0	CABLEVISION	Open	135.45	0.00		
	21-01607	12/16/21	07873-199375-01-1	CABLEVISION	Open	<u>194.96</u>	0.00		
						476.54			
00102	MGL PRINTING SOLUTIONS								
	21-01520	12/02/21	1099	NEC FORMS 2021	Open	133.50	0.00		
00104	MONTVALE BOARD OF EDUCATION								
	22-00005	01/03/22	2022	LOCAL SCHOOL TAXES	Open	1,443,626.00	0.00		B
00108	MONTVALE HARDWARE & SUPPLY								
	21-01503	11/29/21	DOOR WEDGES 12	MERCEDES DRIVE	Open	22.92	0.00		
	21-01576	12/10/21	MARKING PAINT		Open	<u>13.23</u>	0.00		
						36.15			
00116	VERIZON								
	22-00020	01/03/22	651-285-414-0001-73	VERIZON	Open	287.28	0.00		
00137	PASCACK VALLEY REGIONAL HS DST								
	22-00004	01/03/22	2022	REGIONAL SCHOOL TAXES	Open	1,169,061.17	0.00		B
00139	SCORDO, FRANCES								
	22-00002	01/03/22	DRAW PETTY CASH 2022-ADMIN		Open	500.00	0.00		
00146	PSE&G CO.								
	22-00017	01/03/22	PSE&G - NOVEMBER 2021		Open	2,164.12	0.00		
00164	STATELINE FIRE & SAFETY, INC.								
	21-01597	12/15/21	FIRE EXTINGUISHER INSPECTIONS		Open	267.75	0.00		
	21-01604	12/16/21	PD FIRE EXT REFILLS & MAINT		Open	<u>449.15</u>	0.00		
						716.90			

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00178	FAIR GAME GOOSE CONTROL INC.								
	21-00177	01/25/21	2021	GOOSE CHASING-BOARD OF ED	Open	550.00	0.00		B
	21-00178	01/25/21	2021	GOOSE CHASING-BD OF HLTH	Open	550.00	0.00		B
						1,100.00			
00215	TOWNSHIP OF RIVER VALE								
	22-00006	01/03/22	2022	PASCACK VALLEY DPW	Open	155,728.63	0.00		B
00237	BAMBOOHR								
	21-01471	11/19/21		TIME TRACKING SOFTWARE	Open	2,679.13	0.00		
00250	FIRE AND SAFETY SERVICES LTD.								
	21-01348	10/22/21		WARRANTY REPAIR - M1 FIRETRUCK	Open	700.00	0.00		
00258	ROCKLAND ELECTRIC COMPANY								
	22-00012	01/03/22		ROCKLAND ELECTRIC - NOVEMBER	Open	17.24	0.00		
	22-00058	01/06/22		ROCKLAND ELECTRIC - DECEMBER	Open	4,138.09	0.00		
						4,155.33			
00329	NJ STATE DEPT. OF HEALTH								
	22-00018	01/03/22		STATE DOG LICENSE FEE - DEC.	Open	1.20	0.00		
00332	ZAGAJA, MACIEJ								
	21-01609	12/17/21		REIMB CLOTHING ALLOWANCE	Open	120.16	0.00		
00339	GATES FLAG AND BANNER CO., INC.								
	21-01513	12/01/21		FLAGS - FIREHOUSE	Open	832.20	0.00		
00406	RUTGERS, STATE UNIVERSITY NJ								
	21-01556	12/07/21		TAX COLLECTION III- N.GAYED	Open	1,129.00	0.00		
00430	REGISTRARS' ASSOC. OF NJ								
	22-00043	01/04/22		REGISTRAR MEMBERSHIP 2022	Open	50.00	0.00		
00461	TAX COLLECTORS AND TREASURERS								
	22-00001	01/03/22	2022	DEPUTY TREASURER DUES	Open	100.00	0.00		
	22-00036	01/04/22		TCTANJ 2022 MEMBERSHIP DUES	Open	100.00	0.00		
						200.00			
00479	DRISCOLL'S LOCK & KEY								
	21-01504	11/29/21		RE-KEYING 13 WEST GRAND BLDG	Open	400.00	0.00		
00497	LEVITZKI, ANN								
	21-00149	01/20/21	2021	COURT - CELL PHONE	Open	62.25	0.00		B
00502	BOROUGH OF HILLSDALE								
	21-01586	12/13/21		CHILD HEALTH CONF/DECEMBER	Open	35.00	0.00		
00661	HANNA, JEFFREY								
	21-01588	12/13/21		REIMB CLOTHING ALLOWANCE	Open	137.19	0.00		
00730	BOGGIA, BOGGIA, BETESH & VOYTUS								
	21-00116	01/13/21	2021	LEGAL FEES	Open	14,646.54	0.00		B

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00730	BOGGIA, BOGGIA, BETESH & VOYTUS			Continued					
		21-01523	12/02/21	TRUST - RESERVE FOR HOUSING	Open	90.00	0.00		
						14,736.54			
00731	COLLIER'S ENGINEERING & DESIGN								
		20-01073	09/02/20	AFFORDABLE HOUSING 2020 SVCS	Open	130.50	0.00		B
		20-01640	12/31/20	SYNTHETIC TURF BOCCIE BALL CT.	Open	356.00	0.00		B
		21-00272	02/17/21	2021 GENERAL ENGINEERING	Open	2,553.00	0.00		B
		21-00830	06/28/21	13 WEST GRAND-ENG/DESIGN PHASE	Open	2,032.25	0.00		B
		21-01296	10/13/21	TRAFFIC ASSESSMENT-ENG. SVCS.	Open	5,587.85	0.00		B
		21-01368	10/28/21	2021 ROAD IMPROVEMENT-DESIGN	Open	19,105.25	0.00		B
		21-01369	10/28/21	2021 ROAD IMPROVE-CONSTRUCTION	Open	356.00	0.00		B
		21-01524	12/03/21	MUNICIPAL ENGINEERING REVIEW	Open	222.50	0.00		
		21-01566	12/09/21	MUNICIPAL ENGINEERING REVIEW	Open	712.00	0.00		
		21-01599	12/15/21	GENERAL WORK	Open	130.50	0.00		
						31,185.85			
00761	KLECHA, ROBERT								
		21-01549	12/07/21	REIMB CLOTHING ALLOWANCE	Open	64.86	0.00		
00793	CAMPBELL FIRE PROTECTION INC.								
		21-01230	09/27/21	SEMI-ANNUAL ANSUL SYSTEM SVC.	Open	718.50	0.00		
00801	WESTPHAL WASTE SERVICES, INC.								
		21-00180	01/25/21	2021 GARBAGE COLLECTION	Open	67,333.33	0.00		B
00896	GIAMMARINO, MICHAEL								
		21-00027	01/04/21	2021 INTERPRETING SERVICES	Open	150.00	0.00		B
00913	SITEONE LANDSCAPE SUPPLY LLC.								
		21-01495	11/24/21	REPAIR STEEL LANDSCAPE EDGING	Open	320.50	0.00		
00999	AMAZON.COM SERVICES, INC.								
		21-01602	12/16/21	PD ID PRINTER	Open	999.00	0.00		
		22-00026	01/03/22	OFFICE SUPPLIES	Open	119.99	0.00		
						1,118.99			
01028	HAWKEN, CHRISTOPHER								
		21-01596	12/14/21	REIMB CLOTHING ALLOWANCE	Open	95.94	0.00		
01132	COOPERATIVE COMMUNICATIONS, INC.								
		21-00175	01/25/21	2021 BORO PHONE 201-391-5700	Open	2,024.21	0.00		B
01211	TURN OUT UNIFORMS & CO.								
		21-01611	12/17/21	PIERRI CLOTHING ALLOWANCE	Open	304.98	0.00		
01335	HACKENSACK UNIVERSITY MEDICAL								
		21-00431	04/01/21	HEALTH AWARENESS REG PROGRAM	Open	2,961.75	0.00		B
01349	OTIS ELEVATOR COMPANY								
		21-01380	10/28/21	FIREHOUSE ELEVATOR ANNUAL CONT	Open	1,671.00	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01367	VLADICK, MATTHEW	21-01536	12/06/21	REIMB CLOTHING VLADICK	Open	120.00	0.00		
01408	VALLEY VIEW AT MONTVALE COND.	21-01465	11/18/21	HOMEOWNER ASSOC FEE ASSISTANCE	Open	150.00	0.00		
01471	RICCIARDELLA ELECTRIC INC.	21-01500	11/29/21	VARIOUS LIGHTS OUT 12 MERCEDES	Open	529.00	0.00		
		21-01502	11/29/21	WIRE PLUG MOLD FIRE PREVENTION	Open	233.56	0.00		
						762.56			
01542	WICKERSHEIM & SONS	21-01561	12/08/21	EMERGENCY NOHEAT TRAIN STATION	Open	145.00	0.00		
01552	WISS & BOUREGY, P.C.	21-01425	11/08/21	POLICE PERSONNEL MATTER	Open	350.00	0.00		
		21-01537	12/06/21	POLICE PERSONNEL MATTER	Open	280.00	0.00		
						630.00			
01748	WERBA, JOSEPH	21-01594	12/14/21	REIMB CLOTHING ALLOWANCE	Open	123.45	0.00		
01833	MC GEE, HEATHER (PETTY CASH)	22-00003	01/03/22	DRAW PETTY CASH 2022 POLICE	Open	300.00	0.00		
01856	MONTVALE FLORIST	21-01577	12/10/21	FLOWERS FOR DON BOMAN	Open	150.00	0.00		
01879	RESERVE @ MONTVALE	21-01468	11/18/21	HOMEOWNER ASSOC FEE ASSISTANCE	Open	100.00	0.00		
01882	PRESTIGE BUSINESS PRODUCTS, INC.	21-01573	12/09/21	PD TONER CARTRIDGES	Open	988.00	0.00		
01895	INSTITUTE FOR PROFESSIONAL DEV	21-01621	12/29/21	WEBINAR - CAPITAL PLANNING	Open	50.00	0.00		
01903	DARIO, ALBERT, METZ & EYERMAN	21-00129	01/14/21	2021 MUNICIPAL PROSECUTOR	Open	6,750.00	0.00		B
01949	AT&T MOBILITY	21-01547	12/07/21	PD PATROL PHONES	Open	757.52	0.00		
01968	DISPOTO, NICHOLAS	21-01589	12/13/21	REIMB CLOTHING ALLOWANCE	Open	321.51	0.00		
02056	LERCH, VINCI & HIGGINS, LLP	21-01559	12/08/21	PROFESSIONAL SERVICES RENDERED	Open	1,500.00	0.00		
02141	REGAN, ROBERT T., ESQ.	21-01526	12/03/21	MONTVALE- COAH	Open	448.50	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
02141	REGAN, ROBERT T., ESQ.				Continued				
		21-01565	12/08/21	ESCROW PAYMENTS	Open	351.00	0.00		
						799.50			
02559	INS.DESIGN ADMINISTRATORS								
		21-00031	01/05/21	2021 BOROUGH VISION PLAN	Open	259.00	0.00		B
02757	TYCO ANIMAL CONTROL SERVICES								
		21-00119	01/13/21	2021 ANIMAL CONTROL SERVICES	Open	995.00	0.00		B
		21-01542	12/07/21	SYRINGES - 2021 ANIMAL CLINIC	Open	70.00	0.00		
						1,065.00			
03215	UNUM LIFE INSURANCE								
		21-00036	01/05/21	2021 LIFE INSURANCE	Open	232.65	0.00		B
03472	AAA EMERGENCY SUPPLY								
		21-01350	10/22/21	OHD - ANNUAL FIT TESTER CALIB.	Open	800.25	0.00		
03682	CRUISE, E. K.								
		21-01595	12/14/21	REIMB MEALS TRAINING	Open	98.99	0.00		
03683	PIERRI, JASON								
		21-01610	12/17/21	REIMB PIERRI CLOTHING & MEALS	Open	202.21	0.00		
03727	STAPLES INC								
		21-01493	11/23/21	OFFICE SUPPLIES	Open	497.58	0.00		
		21-01528	12/03/21	OFFICE SUPPLIES	Open	191.86	0.00		
		21-01591	12/14/21	PD OFFICE SUPPLIES	Open	119.07	0.00		
		21-01608	12/17/21	OFFICE SUPPLIES	Open	419.90	0.00		
						1,228.41			
04008	GASTON, SCOTT								
		21-01551	12/07/21	REIMB CLOTHING ALLOWANCE	Open	123.33	0.00		
<hr/>									
Total Purchase Orders:	91	Total P.O. Line Items:	0	Total List Amount:	3,088,798.42	Total Void Amount:	0.00		



Totals by Year-Fund							
Fund Description	Fund	Budget Rcvd	Budget Held	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND 2022 1-01		182,614.14	0.00	182,614.14	0.00	0.00	182,614.14
CURRENT FUND 2022 2-01		2,881,509.08	0.00	2,881,509.08	0.00	0.00	2,881,509.08
CAPITAL FUND	C-04	21,493.50	0.00	21,493.50	0.00	0.00	21,493.50
BOA ESCROW ACCOUN	E-08	1,063.00	0.00	1,063.00	0.00	0.00	1,063.00
OTHER TRUST ACCOU	T-03	1,141.50	0.00	1,141.50	0.00	0.00	1,141.50
DOG TRUST ACCOUNT	T-12	71.20	0.00	71.20	0.00	0.00	71.20
OPEN SPACE TRUST	T-14	906.00	0.00	906.00	0.00	0.00	906.00
Year Total:		2,118.70	0.00	2,118.70	0.00	0.00	2,118.70
Total of All Funds:		3,088,798.42	0.00	3,088,798.42	0.00	0.00	3,088,798.42