

**AGENDA
PUBLIC MEETING
BOROUGH OF MONTVALE
Mayor and Council Meeting
Tuesday, December 13, 2022
Meeting to Commence 7:30 P.M.
Closed Executive Session 7:00 P.M.**

CLOSED/EXECUTIVE SESSION:

Motion to move into Executive Session as provided for by Resolution No. 15-2022 adopted on January 2, 2022 and posted on the bulletin board in the Municipal Building:

The Mayor and Council will go into a Closed /Executive Session for the following:

- a. Personnel/Police Promotion

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

ROLL CALL:

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

ORDINANCES:

INTRODUCTION ORDINANCE NO. 2022-1528 AN ORDINANCE TO AMEND SALARY ORDINANCE NO. 2022-1516 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 2023
(Public Hearing 12-27-22)

MEETING OPEN TO PUBLIC:

Agenda Items Only

MEETING CLOSED TO PUBLIC:

Agenda Items Only

MINUTES:

November 29, 2022

CLOSED/EXECUTIVE MINUTES:

November 29, 2022

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.

- 176-2022 Cancellation Of Improvement Authorizations
- 177-2022 Cancellation Of Prior Year Outstanding Checks
- 178-2022 Cancellation Of Various Balances
- 179-2022 Cancellation Of 2021 Current Fund Appropriation Reserve Balance
- 180-2022 Transfer Of 2022 Current Fund Appropriation Balance
- 181-2022 A Resolution Of The Borough Of Montvale Of The Borough Of Montvale Adopting A Form Required To Be Used For The Filing Of Notices Of Tort Claims Against The Borough Of Montvale In Accordance The Provisions Of The New Jersey Tort Claims Act, N.J.S.A. 59:8-6.
- 182-2022 Cancellation of Tax and Excess Sewer Overpayments or Delinquent Amounts Less than \$10.00

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:

The Next Regular Public Meeting of the Mayor & Council to be held at 7:30pm on December 27, 2022
Re-Organization Meeting - Sunday January 1st at 12:00 p.m.

Wishing you a Happy Holiday Season!

**BOROUGH OF MONTVALE
ORDINANCE NO. 2022-1528**

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 December 13, 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 December 27, 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. 2022-1516 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 2023

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		2023 Salary Range
1	Borough Administrator	\$110,000 - \$150,000
2	Safety Coordinator	\$5,000 - \$8,000
3	Chief Financial Officer (PT)	\$21,000 - \$30,000
4	Municipal Clerk	\$85,000 - \$110,000
5	Municipal Clerk (PT)	\$50,000 - \$75,000
6	Deputy Municipal Clerk (PT)	\$20,000 - \$55,000
7	Floater/ Admin. Assistant to Administrator	\$40,000 - \$60,000
8	Tax Collector (PT)	\$62,000 - \$75,000
9	Tax Assessor	\$37,000 - \$45,000
10	Treasurer/Purchasing Agent	\$78,000 - \$92,000
11	Deputy Treasurer	\$55,000 - \$65,000
12	Accounts Payable Clerk	\$42,000 - \$50,000

Title		2023 Salary Range	
13	Secretary, Planning Board/Land Use Admin. (PT)	\$83,000	- \$95,000
14	Planning Board Secretary Special Meetings	\$45	- \$60/hour
15	Board Secretary, Clerical/Recording	\$130	- \$160
16	Office Manager (PT)	\$4,000	- \$7,000
17	Board of Health Secretary	\$22	- \$30/hour
18	Registrar Vital Statistics	\$800	- \$1,200
19	Deputy Registrar Vital Statistics	\$250	- \$500
20	Construction Code Official	\$36,000	- \$50,000
21	Building Sub Code Official	\$36,000	- \$50,000
22	Zoning Officer	\$5,000	- \$11,000
23	Building Inspector (PT)	\$30,000	- \$35,000
24	Temporary Building Inspector (PT)	\$25	- \$50
25	Facilities Building & Property Inspector	\$20,000	- \$30,000
26	Property Maintenance Officer (PT)	\$20,000	- \$25,000
27	Construction Dept. Control Person	\$50,000	- \$70,000
28	Plumbing Sub Code Official	\$25,000	- \$35,000
29	Plumbing Inspector	\$25	- \$50/hour
30	Fire Sub Code Official	\$15,000	- \$20,000
31	Fire Sub Code Official special inspections	\$25	- \$50/hour
32	Electrical Sub Code Official	\$40,000	- \$50,000
33	Electrical Sub Code Official special inspections	\$25	- \$50/hour
34	Fire Prevention Official	\$65,000	- \$75,000
35	Fire Inspector/ Senior/Deputy Fire Official	\$7,600	- \$25,000
36	Fire Prevention Secretary	\$1,000	- \$1,000
37	Municipal Court Administrator	\$75,000	- \$95,000
38	Deputy Municipal Court Administrator	\$55,000	- \$70,000
39	Court Security	\$20	- \$27/hour
40	Violations Clerk	\$40,000	- \$50,000
41	Police Secretary	\$42,000	- \$50,000
42	Administrative Assistant for Police Chief	\$60,000	- \$75,000
43	Emergency Mgmt. Coordinator	\$5,000	- \$7,000
44	Deputy Emergency Mgmt. Coordinator	\$3,000	- \$6,000
45	Library Director	\$80,000	- \$97,000
46	Library – Library Adult Services	\$55,000	- \$70,000

Title		2023 Salary Range	
47	Library (PT)	\$13	- \$50/hour
48	Library (PT) meetings	\$120	- \$225/mtg.
49	Director, Public Assistance	\$2,000	- \$5,000
50	Director of Recreation	\$52,000	- \$64,000
51	Recreation Assistant (PT)	\$20	- \$30/hour
52	Recreation Summer Camp Stipend	\$2,000	- \$6,000
53	Summer Camp Counsellors	\$500	- \$2,000
54	Park Monitor (PT)	\$20	- \$26/hour
55	Van Drivers (PT)	\$20	- \$25/hour
56	Station Technicians (PT)	\$15	- \$20/hour
57	Booker Cable Access TV	\$3,000	- \$6,000
58	Archivist Records Manager/D.A.R.M.	\$25	- \$28/hour
59	Clerical/Recording Special Meetings	\$20	- \$40/hour
60	Deputy Construction Code Official	\$75,000	- \$85,000
61	Wellness Coordinator	\$500	-
62	Wellness Incentive Participants	\$300	-

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		2023 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		2023 Salary Range
A.	Chief	\$232,600 - \$250,000
B.	Captain	\$210,000 - \$225,000
C.	Lieutenant (Base Wage)	\$167,373 - \$171,892
D.	Sergeants (Base Wage)	\$155,750 - \$159,956
E.	Detective – Additional per year	\$4,000 - \$4,500
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	\$47,452	- \$48,733
6 months – 1 year	\$54,347	- \$55,814
1 – 2 years	\$59,007	- \$62,894
2 – 3 years	\$68,490	- \$77,053
3 – 4 years	\$88,815	- \$91,213
4 – 5 years	\$102,601	- \$105,372
5 – 6 years	\$116,388	- \$119,530
6 – 7 years	\$130,176	- \$133,691
7 – 8 years	\$143,963	- \$147,850

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:

Years of Service	Officers Hired BEFORE January 1, 2006	Officers Hired AFTER January 1, 2006
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.
appealed.

All other ordinances and parts of ordinances inconsistent herewith are hereby

SECTION 8.
provided by Law.

This ordinance shall take effect immediately upon publication in the manner

MICHAEL GHASSALI, Mayor

ATTEST:
MAUREEN IAROSSE-ALWAN
Municipal Clerk

INTRODUCTION: 12-13-2022

Councilmember	Yes	No
Arendacs		
Cudequest		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 12-27-2022

Councilmember	Yes	No
Arendacs		
Cudequest		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

**MINUTES WORK
SESSION**

The Work Session Meeting of the Mayor and Council was in the Council Chambers and called to order at 7:38pm. Adequate notification was published in the official newspaper of the Borough of Montvale. Roll call was taken.

OPEN PUBLIC MEETING STATEMENT

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

ROLL CALL:

Councilmember Arendacs
Councilmember Cudequest
Councilmember Koelling

Councilmember Lane
Councilmember Roche
Councilmember Russo-Vogelsang

Also Present: Mayor Ghassali; Borough Attorney, Joe Voytus; Borough Engineer, Andy Hipolit; Administrator/Municipal Clerk, Maureen Iarossi-Alwan; and Deputy Municipal Clerk, Fran Scordo

Dedication Of Montvale Basketball Courts: Drew Bloodworth

Motion to approve the re-naming of the basketball courts at Memorial Field to the Drew Bloodworth Basketball Court by Councilmember Roche; seconded by Councilmember Cudequest
- a roll call vote was taken – all ayes

PRESENTATION: Nouvelle, LLC Luciano Bruni Affordable Housing Developments/Veterans

Power point presentation included with original minutes

A motion to proceed with the project by Councilmember Lane; seconded by Councilmember Cudequest – all ayes

ORDINANCES:

PUBLIC HEARING ORDINANCE NO. 2022-1526 AN ORDINANCE OF THE BOROUGH OF MONTVALE, COUNTY OF BERGEN, STATE OF NEW JERSEY, ESTABLISHING A NEW CHAPTER 326 ENTITLED "SITE PLANS," AND AMENDING AND SUPPLEMENTING CHAPTER 400, "ZONING," OF THE BOROUGH CODE TO TRANSFER THE BOROUGH'S SITE PLAN REQUIREMENTS FROM CHAPTER 400 TO A NEW CHAPTER 326, AND ESTABLISHING CERTAIN PROVISIONS RELATED TO OBTAINING WAIVERS FROM THE BOROUGH'S SITE PLAN REQUIREMENTS

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

Section 1. Chapter 400, "Zoning," Article XII, "Site Plan Review," is hereby removed from Chapter 400 and transferred to a new Chapter 326, "Site Plans." The sections of said Article shall be renumbered and the Article shall read as follows:

CHAPTER 326

Article I
Site Plan Review

§ 326-1	Authority and scope.
§ 326-2	Title.
§ 326-3	Purposes.
§ 326-4	Definitions.
§ 326-5	Review required.
§ 326-6	Fees and deposits.
§ 326-7	Application procedure.
§ 326-8	Presubmission conference.
§ 326-9	Formal site development plan filing procedure.
§ 326-10	Final site plan submission requirements.
§ 326-11	Approval or disapproval of site development plan.
§ 326-12	Performance standards.
§ 326-13	Public hearings.
§ 326-14	Effect of approval.
§ 326-15	Exceptions; simultaneous review and approval.
§ 326-16	Off-tract improvements.
§ 326-17	Expiration of site plan approval.
§ 326-18	Enforcement.
§ 326-19	Interpretation.
§ 326-20	Repealer.
§ 326-21	When effective.
§ 326-22	(Reserved)
§ 326-23	(Reserved)

Article II
Site Plan Waiver Requirements and Use Permits

§ 326-24	Purpose and intent.
§ 326-25	Standards applicable to site plan waivers.
§ 326-26	Application procedures for use permits.
§ 326-27	Standards for granting use permits.
§ 326-28	Violations and penalties.
§ 326-29	(Reserved)
§ 326-30	(Reserved)

Article I - Site Plan Review

§ 326-1	Authority and scope.
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This Article consists of an ordinance establishing rules, regulations and standards governing site plan review within the Borough of Montvale, pursuant to the authority as set forth in the Municipal

Land Use Law, N.J.S.A. 40:55D-1 et seq., and amendments and supplements thereto, setting forth the procedure to be followed in applying and administering these rules, regulations and standards, and providing penalties for the violations thereof.

§ 326-2 Title.

This Article of this Chapter shall be known as "Site Plan Review."

§ 326-3 Purposes.

The regulations set forth in this Article are deemed necessary to achieve the following purposes:

- A. Promote orderly development. To protect the character and to maintain the stability of all areas within the community and to promote the orderly and beneficial development of such areas.
- B. Promulgate rules and regulations. To provide rules, regulations and procedures where applicable and to the extent the same have not been otherwise promulgated by ordinance in the Borough of Montvale which will guide the appropriate development of the lands within the Borough in a manner which will promote the public health, safety, morals and general welfare.
- C. To protect against hazards and danger. To secure safety from fire, flood, panic and other natural and man-made disasters.
- D. Design standards. To encourage the design and location of streets which will promote the free flow of traffic while discouraging the location of such facilities and routes which will result in congestion.
- E. Creative development techniques. To promote a desirable physical environment through creative development techniques, design and arrangement.
- F. Open spaces. To promote the conservation of open space and to protect the natural resources and to prevent overcrowding through improper land use.

§ 326-4 Definitions.

- A. Unless the context otherwise indicates, the following definitions shall be used in the interpretation and construction of this Chapter. Words used in the present tense shall include the future; the singular number shall include the plural, and the plural the singular; the word "building" shall include the word "structure"; the word "person" includes a corporation as well as an individual; the word "lot" includes the word "plot"; the word "used" includes the words "arranged, designed, constructed, converted, rented, leased or intended to be used"; the word "shall" is mandatory and not optional; and the word "may" is permissive.

ADMINISTRATIVE OFFICER

The Secretary to the Montvale Planning Board for any application before the Planning Board.

APPLICANT

A developer submitting an application for development.

APPLICATION FOR DEVELOPMENT

The application form and all accompanying documents required by ordinance for approval of a subdivision plat, site plan, planned development, conditional use, zoning variance or direction of the issuance of a permit pursuant to law.

APPROVING AUTHORITY

The Planning Board of the Borough of Montvale.

BOARD

The Planning Board of the Borough of Montvale.

BUILDING

A combination of materials to form a construction adapted to permanent, temporary or continuous occupancy and having a roof.

**BOROUGH OF MONTVALE
COMMON OPEN SPACE**

NOVEMBER 29, 2022

An open space area within or related to a site designated as a development or designed and intended for the use or enjoyment of residents and owners of the development. Common open space may contain such complementary structures and improvements as are necessary and appropriate for the use or enjoyment of residents and owners of the development.

CONDITIONAL USE

A use permitted in a particular zoning district only upon a showing that such use in a specified location will comply with the conditions and standards for the location or operation of such use as contained in this chapter and upon the issuance of an authorization therefor by the Planning Board.

CONVENTIONAL

Development other than planned development.

COUNTY MASTER PLAN

A composite of the Master Plan for the physical development of Bergen County, with the accompanying maps, plats, charts and descriptive and explanatory matter adopted by the Bergen County Planning Board pursuant to N.J.S.A. 40:27-2 and 40:27-4, as the same may be amended or supplemented.

DAYS

The number of calendar days for the purposes of this Chapter.

DEVELOPER

The legal or beneficial owner or owners of a lot or of any land proposed to be included in a proposed development, including the holder of an option or contract to purchase, or other person having an enforceable proprietary interest in such land.

DEVELOPMENT

The division of a parcel of land into two or more parcels, the construction, reconstruction, conversion, structural alteration, relocation or enlargement of any building or other structure or of any mining, excavation or landfill and any use or change in the use of any building or other structure or use or extension of use of land, for which permission may be required.

DRAINAGE

The removal of surface water or groundwater from land by drains, grading or other means, including the control of runoff, to minimize erosion and sedimentation during and after construction or development and means necessary for water supply preservation or prevention or alleviation of flooding.

ENVIRONMENTAL COMMISSION

A municipal advisory body created pursuant to P.L. 1968, c. 245 (N.J.S.A. 40:56A-1 et seq.).

EROSION

The detachment and movement of soil or rock fragments by water, wind, ice and gravity.

FINAL APPROVAL

The official action of the approving authority taken on a preliminary approved site plan after all conditions, engineering plans and other requirements have been completed or fulfilled and the required improvements have been installed or guaranties properly posted for their completion or approval conditioned upon the posting of such guaranties.

GOVERNING BODY

The Mayor and Borough Council of the Borough of Montvale.

HISTORIC SITE

Any building, structure, area or property that is significant in the history, architecture, archeology or culture of this state, its communities or the nation and which has been so designated.

INTERESTED PARTY

For the purpose of this chapter, any person, whether residing within or without the Borough of Montvale, whose right to use, acquire or enjoy property is or may be affected by any action taken

BOROUGH OF MONTVALE

NOVEMBER 29, 2022

under this chapter, or whose rights to use, acquire or enjoy property under this chapter, or under any other law of this state or the United States have been denied, violated or infringed by an action or failure to act under this Code.

LAND

Includes improvements and fixtures on, above or below the ground surface.

LOT

A designated parcel, tract or area of land established by a plat or otherwise as permitted by law and to be used, developed or built upon as a unit.

MAINTENANCE GUARANTY

Security, other than cash, which may be accepted by the Borough of Montvale for the maintenance of any improvements required by this chapter.

MASTER PLAN

A composite of one or more written or graphic proposals for the development of the Borough of Montvale, adopted by the Montvale Planning Board.

MINOR APPLICATION

Any application, other than for subdivision, where the aggregate estimated cost of improvements to the land, inclusive of site improvements, where necessary, do not exceed \$500.

OFFICIAL COUNTY MAP

The map, with changes and additions thereto, adopted and established, from time to time, by resolution of the Board of Chosen Freeholders of Bergen County pursuant to N.J.S.A. 40:27-5.

OFFICIAL MAP

A map and accompanying ordinance adopted by the governing body of the Borough of Montvale pursuant to law. Such a map shall be deemed to be conclusive with respect to the location and width of streets and public drainageways and the location and extent of flood control basins and public areas, whether or not such streets, ways, basins or areas are improved or unimproved or are in actual physical existence.

OFF SITE

Located outside the lot lines of the lot in question but within the property (of which the lot is part) which is the subject of a development application or on a contiguous portion of a street or right-of-way.

OFF TRACT

Not located on the property which is the subject of a development application or on a contiguous portion of a street or right-of-way.

ON SITE

Located on the lot in question.

ON TRACT

Located on the property which is the subject of a development application or on a contiguous portion of a street or right-of-way.

OPEN SPACE

Any parcel or area of land or water essentially unimproved and set aside, dedicated, designated or reserved for public or private use or enjoyment or for use and enjoyment by owners and occupants of land adjoining or neighboring such open space, provided that such areas may be improved with only those buildings, structures, streets and off-street parking and other improvements that are designed to be incidental to the natural openness of the land.

PERFECTED APPLICATION

For the purpose of this Chapter, one that is submitted in a proper and complete form, including all required application forms and maps, all required fees are submitted and filed within the appropriate time schedules, and proof is included that no taxes or assessments for local improvements are due or delinquent on the property for which approval is sought.

PERSON

Any individual, firm, association, partnership, corporation, syndicate, copartnership, trust or other legal entity.

The provisions for development of a planned development, including a plat of the subdivision; all covenants relating to use, location and bulk of buildings and other structures; intensity of use or density of development; public or private streets, driveways and parking facilities; open space and public facilities.

PLANNED RESIDENTIAL DEVELOPMENT

An area with a specified minimum of five acres of contiguous land to be developed as a single entity according to a plan containing one or more residential clusters and which may include public or quasi-public uses, all for the primary benefit of the residential development.

PLAT

A map or maps of a subdivision or site plan pursuant to the provisions of this article and/or Chapter 350, Subdivision of Land, of the Borough of Montvale.

SIGHT TRIANGLE

As defined in § 400-8 of this Code.

SITE PLAN

A development plan of one or more lots on which is shown:

1. The existing and proposed conditions of the lot, including but not necessarily limited to topography, vegetation, drainage, floodplains, marshes and waterways.
2. The location of all existing and proposed buildings, drives, parking spaces, walkways, means of ingress and egress, drainage facilities, utility services, landscaping, structures and signs, lighting and screening devices.
3. Any other information that may be reasonably required in order to make an informed determination pursuant to this chapter.

B. All other terms used in this Chapter not herein defined shall be accorded the meaning afforded them by the Municipal Land Use Law, N.J.S.A. 40:55D-1, et seq.

§ 326-5 Review required.

A. Except as hereinafter expressly provided, no building or land shall be used, and no building or structure shall be built, altered, erected or used, and no other land shall be cleared or graded, nor any building permit or certificate of occupancy issued as a matter of right, but such shall be granted on application and approval of the Planning Board of the Borough of Montvale, as may in the case be the appropriate authority, in accordance with the provisions as embodied in this Article and Article XIII of Chapter 400. Development plan approval shall be required for all cases except those specifically excepted from the provisions of this chapter.

B. Notwithstanding the provisions of this article, no site plan approval shall be required prior to the issuance of a building permit or certificate of occupancy for any new building or addition to an existing building if such building or addition is used or is intended to be used solely as a single-family detached dwelling or as an accessory thereto.

C. Applications satisfying the conditions set forth in Article II of this Chapter shall be exempt, to the extent set forth therein, of the provisions of this Chapter.

§ 326-6 Fees and deposits.

A. Unless otherwise provided by law or elsewhere by ordinance, the nonrefundable fees and the deposits in connection with site development applications or the rendering of any services by the Planning Board shall be as set forth in this section and on Schedule A, adopted by ordinance and on file with the Land Use Administrator. In the event of a conflict between the fees in this section and those set forth on Schedule A, the fees on Schedule A shall apply.

B. Escrow fees.

(1) In addition to the required application fees established herein, the applicant shall be required to establish one or more escrow accounts with the Borough of Montvale to cover the

reasonable costs of professional review and consultation.

(2) Said escrow fees shall be required for preliminary site plan approval, final site plan approval and any site plan requiring conditional use approval, any site plan requiring subdivision approval and any site plan requiring a variance of any type.

C. Such additional deposits to be paid to the Borough Treasurer at the time of submission of a development plan are as follows:

(1) Three thousand dollars for the 40,000 square feet of land or part thereof included within the site development.

(2) An additional sum computed at the rate of \$150 per 1,000 square feet of land or part thereof in excess of 40,000 square feet of land.

(3) A sum computed at the rate of \$60 per 100 square feet for the first 30,000 square feet of building floor area or part thereof included within the site development plan.

(4) An additional sum computed at the rate of \$30 per 100 square feet for each square foot of building floor area in excess of 30,000 square feet.

D. Use of deposits; reimbursement of professionals and consultants.

(1) Funds on deposit shall be expended to reimburse the municipality and approving authority in accordance with P.L. 1995, c. 54, for monies paid to professionals and consultants engaged by them on account of the reasonable cost to their services rendered with reference to the application for which the deposit has been established. Upon receipt of sufficient funds for the escrow account, the administrative officer shall notify the professionals and other consultants of the approving authority that all appropriate examinations and reviews may be undertaken.

(2) Each payment charged to the deposit for review of applications, review and preparation of documents and inspection of improvements shall be by a voucher from the professional, including municipal employees who may render such services. This voucher shall identify the personnel performing the service and, for each date the services performed, the hours spent to one-fourth-hour increment, the hourly rate and the expenses incurred. All professionals shall submit vouchers to the Treasurer of the Borough of Montvale on a monthly basis. The professional shall send an informational copy of all vouchers or statements sent to the Treasurer of the Borough simultaneously to the applicant. The Treasurer of the Borough shall prepare and send to the applicant a statement which shall include an accounting of funds, listing all deposits, interest earnings, disbursements and the cumulative balance of the escrow account. This information shall be provided on a quarterly basis, if monthly charges are \$1,000 or less, or on a monthly basis, if monthly charges exceed \$1,000.

(3) If an escrow account or deposit contains insufficient funds to enable the Borough to perform required application reviews or improvement inspections, the Treasurer of the Borough shall provide the applicant with a notice of the insufficient escrow or deposit balance. In order for work to continue on the development or the application, the applicant shall forthwith post a deposit to the account in an amount to be agreed by the Borough or approving authority and the applicant. In the interim, any required health and safety inspections shall be made and charged back against the replenishment of funds.

(4) Upon final approval of and receipt of the signed site plan, the applicant shall send written notice by certified mail to the Treasurer of the Borough, the approving authority and to the relevant Borough professional that the application is completed. After receipt of such notice, the professional shall render a final bill to the Treasurer of the Borough within 30 days and shall send a copy simultaneously to the applicant. The Treasurer of the Borough shall render a written final accounting to the applicant on the uses to which the deposit was put within 45 days of receipt of the final bill. Any balances remaining in the deposit or escrow account, including interest in accordance with P.L. 1985, c. 315, shall be refunded to the developer along with the final accounting.

E. The applicant shall, prior to the signing of an approved plan, deposit with the Borough of Montvale for the purpose of reimbursing the municipality or approving authority for disbursements

made to its professionals subsequent to the approval on account of the application a sum equal to 3% of the estimated cost of the site improvements, which sum shall not be less than \$200.

F. As a further condition to approval and the issuance of a building permit, the applicant shall be required to enter into a developer's agreement with the Borough of Montvale, as drawn by the Planning Board Attorney, detailing the conditions of approval and the nature and scope of the work to be performed by the applicant.

G. The installation of all improvements shall be required prior to the issuance of a certificate of occupancy; provided, however, that in lieu of the completion of certain improvements deemed nonessential to the use and occupancy of the premises, the Mayor and Council may, for good cause shown, in their discretion, permit upon proof by the applicant that no substantial hazard or detriment will be created, the posting of performance guaranties in appropriate form with sufficient

securities in a form satisfactory to the governing body and in an amount sufficient to ensure completion of the said improvements.

H. The application fee for approval by the approving authority of a certificate of occupancy or change in use, ownership or occupancy for an existing building where no improvements or variances are to be required shall be \$225, payable to the Borough of Montvale. In addition, where the approving authority has granted an approval upon which conditions are imposed, the approving authority may, in its discretion, require the applicant to deposit with the Borough of Montvale, for the purpose of reimbursing the municipality or approving authority for disbursements made to its professionals for the preparation of a memorializing resolution of approval and/or required inspections related thereto, a sum equal to 3% of the estimated cost of meeting the conditions, which sum shall not be less than \$200. All other procedures and requirements of this § 326-6 relating to escrow deposits shall also apply in the case of any deposit required by this subsection.

I. Appeals.

(1) An applicant shall notify, in writing, the governing body, with copies to the Treasurer of the Borough, the approving authority and the professional whenever the applicant disputes the charges made by a professional for service rendered to the Borough in reviewing applications for development, review and preparation of documents, inspection of improvements or other charges made pursuant to the provisions of P.L. 1975, c. 291. The governing body, or its designee, shall within a reasonable time period attempt to remediate any disputed charges. If the matter is not resolved to the satisfaction of the applicant, the applicant may appeal to the County Construction Board of Appeals any charge to an escrow account or a deposit by the Borough professional or consultant pursuant to the procedures set forth in P.L. 1995, c. 54.

(2) During the pendency of any appeal, the Borough or approving authority shall continue to process, hear and decide the application for development and to inspect the development in the normal course. Further, the Borough or approving authority shall not withhold, delay or deny reviews, inspections, signing of site plans, the reduction or the release of performance or maintenance guaranties, the issuance of construction permits or certificates of occupancy or any other approval or permit because an appeal has been filed or is pending under this subsection. The Treasurer of the Borough may pay charges out of the appropriate escrow account or deposit for which an appeal has been filed. If a charge is disallowed after payment, the Treasurer shall reimburse the deposit or escrow account in the amount of any such disallowed charge or refund the amount of the applicant. If a charge is disallowed after payment to a professional or consultant who is not an employee of the municipality, the professional or consultant shall reimburse the municipality in the amount of any such disallowed charge.

§ 326-7 Application procedure.

An applicant for sketch plat approval shall submit the following along with the application:

A. The applicant shall submit five large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF copy (via email, CD, or

thumb drive) of a completed application form, and all other required documentation in this section.

B. In addition to the filing of an application and copies thereof as provided herein, the applicant shall file a sketch plat for the purpose of preliminary review or proceed immediately to file a formal site development plan as is provided for in § 326-109 of this chapter. In the event that the applicant elects to file a sketch plat with the approving authority, copies thereof shall be provided simultaneously with the application to those persons and agencies provided in § 326-109 of this chapter.

C. The sketch plat, if submitted, shall be sufficiently detailed and understandable so as to show the subject property and surrounding land and shall set forth at least the following information:

- (1) Lot and block designation(s) of the property and the development name.
- (2) Property address.
- (3) Name and address of the applicant and record owner of the property, if other than the applicant.
- (4) Name, phone number, email address, license number, and seal of the person, firm, or organization preparing the sketch plat and for whom the sketch plat has been prepared.
- (5) Name, phone number, email address, license number of the architect, landscape architect, planner, and traffic engineer, if applicable.
- (6) Date prepared with all subsequent revisions noted on the sketch plat and dated.
- (7) North arrow, written and graphic scales, and reference meridian.
- (8) A key map showing the location of the property with reference to the surrounding area showing the lot and block number(s) of the property, lot and block numbers of adjacent properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of not less than one inch equals 1,000 feet and include a North arrow and written and graphic scales.
- (9) The location, names, and existing widths of the adjacent streets, rights-of-way, and curblines.
- (10) Names of all owners of record of adjacent properties within 200 feet of the tract, together with the lot and block numbers of the properties as shown on the most recent municipal tax records.
- (11) The existing zoning of the property and on all adjacent lands.
- (12) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions. All calculations to determine bulk regulations shall be provided (i.e., lot coverage, building height, floor area ratio, etc.).
- (13) List of all variances and waivers/exceptions being sought by the applicant.
- (14) Location and width of any existing watercourse, existing rock outcrops, depressions, lakes and ponds, wooded areas, marshes, and any other significant environmentally sensitive or natural terrain features as may be determined by survey.
- (15) Location of any flood hazard areas with delineation and elevation of the 100-year-flood boundary or stormwater overflow within 200 feet of the tract.
- (16) Location of uses and outline of structures including walls, fences, culverts, underground storage tanks, bridges, and roadways presently located on the subject property and on properties immediately adjacent thereto for a distance of 200 feet.
- (17) Location of existing wells and septic systems on site and within 100 feet of the property.
- (18) Location of paved areas, sidewalks, vehicular accesses, and circulation elements between the property and public streets.
- (19) Location of any existing sewers, culverts, or water lines.
- (20) The location of existing and proposed buildings with front, rear, and side yard setback dimensions and structural improvements.
- (21) Location and area of proposed sidewalks, driveways, loading areas, off-street parking, or other paved areas.
- (22) Any proposed grading, including the locations of proposed streets.
- (23) Any proposed utilities, including stormwater drainage.

(24) Existing and proposed contours of the land, with a contour interval of not less than two feet. Existing contours are to be indicated by dashed lines, and proposed contours are to be indicated by solid lines. The reference datum shall be the United States Coast and Geodetic Survey data or other datum acceptable to the Borough Engineer.

(25) Location of all lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the property. A table shall accompany the map that provides existing and proposed steep slopes on the property in both square feet and percent.

(26) All trees exhibiting a diameter of four inches or more measured 12 inches above the ground shall be specifically located, and all trees proposed to be removed shall be specified and provided in tabular format with size (dbh) and species.

(27) Landscape plan illustrating the location illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas, along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.

(28) Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a major soil moving permit and information in accordance with § 329-4 shall be submitted.

D. A written description of the proposed use and off- and on-tract improvements.

§ 326-8 Presubmission conference.

A. Prior to the approval of the sketch plat, the applicant shall, if required, meet in person with the approving authority or its designated representatives. The purpose of the conference shall be to discuss the proposed uses of the development, to review the application and sketch plat submitted therewith and to determine what additional information should be supplied to conform with the detailed filing of the site development plan provided for under § 326-7 of this chapter.

B. The presubmission conference required herein shall be held within 30 days of the receipt of the application and sketch plat by the designated officials. The approving authority or its duly-designated representatives may within 10 days of the date of the presubmission conference submit their reports, comments and recommendations to the applicant.

§ 326-9 Formal site development plan filing procedure.

The applicant shall, simultaneously with the filing of the application herein provided for or at any time thereafter, proceed to file a detailed site plan and with respect thereto shall proceed as follows:

A. Preliminary site plan and copies.

(1) File five large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF copy (via email, CD, or thumb drive) of the site development plan and related information with the Secretary of the Board.

(2) Said plan and copies shall be submitted to the Board Secretary at least 21 days prior to the Board meeting at which approval is requested and shall be accompanied by the fees and deposits in the amounts herein set forth in this chapter referable to the site development plan review.

B. An application shall be considered perfected and filed when the application forms have been duly submitted, the fees and deposits paid, and the Borough Engineer and the Borough Planner shall have certified that the site development plan has been drawn in accordance with § 326-9 of this Chapter and is otherwise in a form required for the formal action of the Board.

C. The officials to whom a copy of the site development plan has been submitted shall forward to the Board, not later than eight days prior to the second regular meeting of the Board succeeding the perfection of the application, their recommendations and comments, if any, in writing, concerning the site development plan. The Board shall consider the recommendations thus advanced but shall proceed in the absence of such recommendations.

D. The applicant shall cause the site development plan to be prepared by a licensed professional engineer or land surveyor. Site development plan elements shall include those listed below, which are appropriate to the proposed development or use:

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- (1) Scale and dimensions. The map shall be at a scale of 10, 20, 30 or 40 feet to the inch, except that if the property has a maximum dimension in excess of 900 feet, a scale of 50 feet to the inch may be used.
- (2) Description data.
 - (a) Lot and block designation(s) of the property and title of development.
 - (b) Address of the property.
 - (c) Name and address of the record owner of the property and applicant, if other than the record property owner.
 - (d) Name, address, license number, and seal of the person, firm, or organization preparing the plan and for whom the plan has been prepared.
 - (e) Date prepared with all subsequent revisions shall be noted on the plan.
 - (f) North arrow, written and graphic scales, and reference meridian.
 - (g) Sufficient description or information to designate precisely the boundaries of the property bearings which begin to the nearest 10 seconds or closer. The error of closure shall not exceed one in 10,000.
- (h) The location, names, and existing widths of adjacent streets, rights-of-way, and curblines.
- (i) A key map showing the location of the property with reference to the surrounding area, showing the lot and block number(s) of the property, address, lot and block numbers of adjacent properties, rights-of-way, zoning districts, and municipal boundaries. The map shall be drawn at a scale of no less than one inch equals 1,000 feet and include a North arrow and written and graphic scales.
- (j) An aerial photograph with the property boundaries to evaluate effects upon existing vegetation and surrounding land uses.
- (k) Names of all owners of record of adjacent properties within 200 feet of the site, together with the lot and block numbers of the subject premises as shown on the most recent municipal tax records.
- (l) Location, width, and purpose of all existing and proposed easements, including, but not limited to, utility, drainage, sight, and access easements, within or joining the property.
- (m) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions. All calculations to determine bulk requirements shall be provided (i.e., lot coverage, building height, floor area ratio, etc.).
- (n) List of all variances and waivers/exceptions being sought by the applicant.
- (o) Approval block for signatures of the Board Chairperson, Board Secretary, Borough Engineer, and any outside agencies required to approve the proposed development.
- (3) Natural features.
 - (a) Existing and proposed contours of the land, with a contour interval of not less than two feet. Existing contours are to be indicated by dashed lines, and proposed contours are to be indicated by solid bold lines. The reference datum shall be the United States Coast and Geodetic Survey data or other datum acceptable to the Borough Engineer.
 - (b) Location and width of any existing watercourse, existing rock outcrops, depressions, lakes and ponds, marshes, wooded areas, and any other environmentally sensitive or natural terrain features as may be determined by survey.
 - (c) Location of any wetland areas and wetland transition areas as determined by a letter of interpretation from the NJDEP or a qualified wetlands expert and a metes and bounds survey of said wetlands. Said areas shall be appropriately flagged in the field.
 - (d) Location of any flood hazard areas with delineation and elevation of the 100-year-flood boundary or stormwater overflow, including a metes and bounds description of the same, within 200 feet of the site.
 - (e) All lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the site. The applicant shall provide a breakdown of existing and proposed steep slopes on the property in square feet and percent.
 - (f) All trees exhibiting a diameter of four inches or more measured 12 inches above the

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ground shall be specifically located, and all trees proposed to be removed shall be specified. The applicant shall present a table of existing and proposed trees to be removed by size (dbh).

(4) Existing structures and utilities.

(a) Location of all uses, buildings, and structures drawn to scale on and within 100 feet of the subject property. All structures, including walls, fences, culverts, bridges, roadways, and underground storage tanks, that are existing and proposed to remain shall be indicated with spot elevations. Structures to be removed shall be indicated by dashed lines.

(b) Location of all paved areas, sidewalks, vehicular access, and circulation elements, including rights-of-way, traffic control, directional signage, and railroads, between the site and public streets.

(c) Location, dimensions, grades, and flow direction of existing streets, culverts, and water lines, as well as other underground and aboveground utilities, including sanitary sewer, water, stormwater management, telephone, electric, gas, and cable TV, within and adjacent to the property.

(d) Any existing buildings, structures, and walls that are of historic importance or are of

important archaeological, cultural, scenic or architectural significance on the subject property or within 200 feet of the property shall be so noted on the plans.

(e) Location and details of existing signage, lighting, landscaping, and solid waste areas to remain.

(f) The location of existing wells and septic systems on site and within 100 feet of the site.

(5) Proposed development.

(a) The applicant shall set forth in detail the exact use to be made of the property and the buildings and structures thereon, including, but not limited to, required yard and setback areas, lot coverage and building coverage calculations, and building height in feet and stories.

(b) The location of the proposed buildings or structural improvements with spot elevations at each corner of the proposed buildings. Floor space of all buildings, number of employees, housing units or other capacity measurements, where required, shall be so indicated.

(c) Survey of the site signed and sealed by a licensed professional land surveyor.

(d) Location, size, and details of all proposed signs.

(e) Lighting plans, including location, type, wattage, height, direction, power, time of use, construction details, isolux lines, and location of security lighting, if proposed.

(f) Preliminary architecture plans prepared by a licensed professional architect which include floor plans and building elevations illustrating floor area and room divisions, building height, facade design, and roof-mounted equipment, if applicable.

(g) Landscape plan illustrating the location of all proposed plantings, including street trees, mulched areas, and lawn areas, along with a table detailing the proposed planting botanical name, common name, size, quantity, and planting details.

(h) Details of traffic control devices with direction of traffic flow.

(i) Location of fire lanes and other parking restrictions.

(j) Soil erosion and sediment control plan. If more than 500 cubic yards of soil is proposed to be moved (cut plus fill), an application for a major soil movement permit and information in accordance with § 329-4 shall be submitted.

(k) The location, arrangement, and construction of proposed sidewalks, driveways, loading areas, off-street parking areas, bicycle parking areas, solid waste and recycling disposal areas, fences, retaining walls, outdoor storage areas, or other paved areas. Improvements such as roads, parking areas, sidewalks, and other design details shall be indicated, including dimensions of parking stalls, access aisles, curb radii and traffic flows, and handicapped persons access facilities shall be provided.

(l) Any proposed grading shall be illustrated at an interval of not less than two feet.

(m) Location and design of proposed utility structures and lines, on-tract stormwater drainage with manholes, inlets, pipe sizes, grades, inverts, and flow directions, telephone, electric, water, gas, sanitary sewer, and cable TV lines.

- (n) Location of proposed area(s) to be used for snow equipment staging and/or the temporary storage of snow.
- (o) Location of any contemplated public improvements on or adjoining the property as indicated by the Borough Engineer.
- (p) If the site development plan is to be developed in phases, a phasing plan shall be submitted.
- (q) A garbage and refuse recycling plan providing for an area reserved for the separation of garbage and recyclable materials, inclusive of provisions for the storage of recyclable and nonrecyclable waste and areas reserved for the pickup of such.
- (r) Appropriate details to the Borough, county, and state standards, including sidewalks, curbs, paving, street signs, drainage, etc.
- E. An outline of any existing and proposed deed restrictions or covenants.
- F. Name, phone number, email address, and license number of the architect, landscape architect, planner, and traffic engineer, if applicable.
- G. Environmental impact statement in accordance with Article XIII of Chapter 400.
- H. Copies of completed and submitted applications to the Bergen County Planning Board and Bergen County Soil Conservation District, if applicable.
- I. Stormwater management plan, if applicable, three copies.

§ 326-10 Final site plan submission requirements.

The applicant shall, simultaneously with the filing of the application herein provided for or at any time thereafter, proceed to file a detailed site plan and with respect thereto shall proceed as follows:

- A. In addition to the requirements provided in § 326-9, five large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches), 17 half-size copies, and one digital PDF (via email, CD, or thumb drive) of the following information shall be submitted for all final major site plans:
 - (1) The preliminary site plan resolution of approval along with all proposed additions, modifications, or departures from said approval, if applicable.
 - (2) Final construction documents, including:
 - (a) Final site plans prepared by a licensed professional engineer for development, including construction details and engineering data.
 - (b) Final architecture plans prepared by a licensed professional architect, detailing the proposed floor plans and building elevations and the size, materials, colors, and textures of the building façade.
 - (c) Final landscape plans substantially conforming to the preliminary landscape plan and detailing specifications for all landscape improvements, planting details, and irrigation and maintenance details.
 - (3) Certification and will-serve letters from water, sewer, electric, and gas utilities.
 - (4) Four copies of all deeds with metes and bounds description for proposed easement dedications including dedication of additional road right-of-way.

§ 326-11 Approval or disapproval of site development plan.

- A. The approving authority shall take action under this section within the time periods provided in Chapter 65, Land Use Procedures, of the Code of the Borough of Montvale, as the same may be from time to time amended and supplemented.
- B. The action of the approving authority shall be in such form and on such notice as is required by Chapter 65, Land Use Procedures, of the Code of the Borough of Montvale, as the same may be from time to time amended and supplemented.
- C. Final plans and working drawings should not be submitted until after approval of the site

development plan.

D. Amendments to the site development plan as approved shall be acted upon in the same manner as the original plan.

§ 326-12 Performance standards.

As a prerequisite to the issuance of any building permit or certificate of occupancy for any use in the nonresidential districts, the applicant shall be required to demonstrate the following:

A. Fire and explosion hazards. All activities of operation involving fire or explosive hazards shall be carried on in conformity with the provisions of Chapter 203, Fire Prevention, of the Code of the Borough of Montvale.

B. Smoke, fumes, gases, dust, odors. There shall be no emission of any smoke, fumes, gas, dust, odors or any other atmospheric pollutant which will disseminate beyond the boundaries of the lot occupied by such use.

C. Liquid or solid waste. No use or occupancy shall discharge industrial waste of any kind into any reservoir, pond, pool or other body of open water. The discharge of untreated industrial waste into a stream shall be approved by the Borough and New Jersey State Health Departments.

Effluence from a treatment plant shall at all times comply with the standards and requirements of Chapter 457, Sanitation and Health, of the Code of the Borough of Montvale.

D. Vibration. There shall be no vibration which is discernible to the human sense of feeling beyond the immediate site on which use is conducted.

E. Glare. There shall be no direct, sky-reflected glare exceeding 0.5 footcandle measured at the property line of the lot occupied by such use. This regulation shall not apply to light used at the entrance and exits of service drives leading to a parking lot.

F. No uses shall be permitted which are violative of any of the provisions of this chapter of the Borough of Montvale, including but not limited to the ordinances of the Board of Health. There shall be no vehicular access to any use established in nonresidential districts from any street that primarily serves residential neighborhoods.

G. Signs. All signs shall comply with Article IX, Signs, of Chapter 400 of the Code of the Borough of Montvale.

H. All buildings shall have adequate fire protection facilities and equipment and shall comply in all respects with Chapter 203, Fire Prevention.

I. Landscaping.

(1) Effective landscaping, including the placement of trees, shrubs and grass, shall be provided in order to ensure the harmonious development of the area wherein a site is located and the attractiveness of the subject premises and to protect the natural resources of the premises. Landscaping plans shall be submitted to the Planning Board, which may be referred to the Environmental Commission for its recommendations. The above-mentioned landscaping plan shall include screening as is otherwise required by this chapter.

(2) It is the intention of this section to provide appropriate screening to conserve the existing natural resources and to develop a natural environment in harmony with the surrounding areas.

J. Waste disposal.

(1) Each site shall provide an area or areas internal of any principal building to be constructed, or external, provided that the same is concealed from parking areas, other properties and semipublic areas on the site with suitable vegetative material.

(2) Said areas shall be located at a place where they may be easily accessed without interfering with the general traffic circulation plan intended for the property.

(3) Areas so reserved shall include provision for the separation of the nonrecyclable and recyclable waste, as well as provision for the storage of each classification of material.

(4) The area reserved for the storage of such materials shall not be less than that as recommended or directed by the New Jersey Board of Public Utilities or the Bergen County Utility Authority; provided, however, that in the absence of any such recommendation or regulation, the

areas reserved shall be sufficient in size to accommodate the storage of separated waste materials based on the maximum building occupancy, as limited by the Uniform Construction Code adopted by the Borough of Montvale, times 1.5 pounds of waste per day.

K. Tree removal. No trees four inches or larger in diameter measured 12 inches above the ground shall be removed from the property unless the same shall interfere with the construction of buildings or utilities. In addition, no tree which, if removed, will impair growth and development of remaining trees on the property of the applicant or adjacent properties and/or cause erosion of soil, impair existing drainage, lessen property values in the neighborhood or impair the aesthetic values of the area shall be removed.

L. Any deviation from the standards set forth in this Section shall require a variance pursuant to §400-52.

§ 326-13 Public hearings.

A. A public hearing shall be required for the following applications:

- (1) Site plan approval.
- (2) For any site plan requiring conditional use approval or the grant of any variance.
- (3) For any site plan requiring subdivision (major) approval.
- (4) For any site plan requiring planned residential development approval.

(5) For any site plan requiring a variance of any type.

B. Availability of maps and documents prior to hearing. Any maps and documents for which approval is sought at a hearing shall be on file and available for public inspection at least 10 days before the date of hearing at normal business hours, in the office of the administrative officer. The applicant may produce other documents, records or testimony at the hearing to substantiate or clarify or supplement the previously filed maps and documents.

C. Rules regulating the conduct of hearings. The procedure applicable to public hearings required pursuant to this section shall be in accordance with Chapter 65, Land Use Procedures, of the Code of the Borough of Montvale, as the same may be from time to time amended and supplemented.

§ 326-14 Effect of approval.

The approval granted by the approving authority as above provided for shall be considered preliminary, which approval shall be deemed final upon application of the developer to the approving authority and upon the latter's final determination that all of the conditions of the preliminary approval, including the site development work, have been completed and are so certified by the Borough Engineer to the approving authority and the governing body.

§ 326-15 Exceptions; simultaneous review and approval.

A. The approving authority, when acting upon an application for preliminary site plan approval, shall have the power to grant such exceptions from the requirements of the design standards required for site plan approval as may be reasonable and within the general purpose and intent of the provisions of site plan review, if the literal enforcement of one or more provisions of this chapter is impracticable or will effect undue hardship because of peculiar conditions pertaining to the land in question.

B. The approving authority shall have the power to review and approve or deny under appropriate circumstances and within the power vested in it by the acts of the legislature, applications for subdivisions, site plans and variances and conditional uses where permitted simultaneously.

§ 326-16 Off-tract improvements.

As a condition for approval of a site plan, the approving authority may require the developer to pay his pro rata share of the costs of providing reasonable street improvements and water, sewerage and drainage facilities and easements therefor, located outside the property limits of the

development but necessitated or required by the construction of improvements within the development; provided, however, that this section shall in no way obligate the municipality to install such improvements in order to facilitate development, nor shall the approving authority approve a development requiring capital expenditure without appropriate action by the governing body.

§ 326-17 Expiration of site plan approval.

All site plan approval shall remain in effect for the period stated in Chapter 65, Land Use Procedures, of the Code of the Borough of Montvale, as the same may be from time to time amended and supplemented.

§ 326-18 Enforcement.

This article shall be administered and enforced by the Building Code officials, police or Fire Marshal and approving authority.

§ 326-19 Interpretation.

In their interpretation and application, the provisions of this article shall be held to be the minimum requirements for the promotion of the public health, safety, convenience, prosperity and general welfare.

§ 326-20 Repealer.

All ordinances or parts of ordinances which are inconsistent with the provisions of this article are hereby repealed to the extent of such inconsistency.

§ 326-21 When effective.

This article shall take effect immediately after final passage and publication as provided by law.

§ 326-22 (Reserved)

§ 326-23 (Reserved)

**Article II
Site Plan Waiver Requirements and Use Permits**

- § 326-24 Purpose and intent.**
- § 326-25 Standards applicable to site plan waivers.**
- § 326-26 Application procedures for use permits.**
- § 326-27 Standards for granting use permits.**
- § 326-28 Violations and penalties.**
- § 326-29 (Reserved)**
- § 326-30 (Reserved)**

**Article II
Site Plan Waiver Requirements and Use Permits**

§ 326-24 Purpose and intent.

The intent of this Article is to reduce the cost and time usually associated with the development review process for certain applications, to encourage economic growth, and to streamline smaller commercial development applications. The procedures applicable to this Article are intended primarily to address changes in occupancy to existing structures that have already obtained Site Plan approval from the Planning Board.

§ 326-25 Standards applicable to site plan waivers.

A. Consistent with §326-5 of this Chapter, applications that satisfy the following criteria shall be eligible for a Use Permit and shall be exempt from the requirement of obtaining full Site Plan approval:

Change in use of existing space within a building

Existing Site Plan approval for the property

No changes to building footprint

No external construction work

Sufficient parking provided on existing Site Plan for the additional parking requirement per Borough Code for the newly-occupied space

B. Applications for Use Permits shall be submitted to the Planning Board in accordance with §326-26 of this Chapter.

§ 326-26 Application procedures for use permits.

An applicant for Use Permit approval shall comply with the following:

The applicant shall submit three (3) completed applications with original signatures on each, along with seventeen (17) copies of the completed and signed application.

The applicant shall submit the applicable filing fee adopted by the Planning Board.

After submission, the applicant will be advised by the Board as to when the matter will be heard by the Planning Board. All applicants are required to appear at the scheduled meeting. If the applicant is a corporation and/or LLC, appearance and representation by a licensed New Jersey attorney is required.

Taxes must be current on the property in question.

A list of employee zip codes (or the name of the town of employee origin) must be included with the application.

§ 326-27 Standards for Granting Use Permits.

The Planning Board shall issue a Use Permit if the applicant demonstrates to the satisfaction of the Board that:

The proposed use is permitted within the zoning district in which the property is located

No external construction is required

There is no change proposed to the building footprint

The proposed use would not create a need for additional parking spaces beyond what is already provided for on an approved site plan

The proposed use would not have a detrimental impact on the health, safety or welfare of the public

The proposed use would not impair the purpose and intent of the Zoning Ordinance

After receiving a Use Permit from the Planning Board, the applicant shall be required to obtain a CCO and/or a Resale/ New Tenant Certificate, as appropriate, from the Building Department in accordance with §170-14 of the Borough Code.

§ 326-28 Violations and penalties.

A. Any person, persons, partnership, firm, corporation, holding company, foreign corporation, limited liability company or any other entity who in any manner knowingly fails to fully comply with

the terms and covenants of this chapter shall be subject to the penalties provided herein.

B. Any person(s) who violates any of the provisions of this chapter shall, upon conviction, be punishable as provided in Chapter 1, Article I, General Penalty.

§ 326-29 (Reserved)

§ 326-30 (Reserved)

Section 2. Chapter 400, "Zoning," Section 52 is hereby renamed "Performance standards," and shall read as follows:

§400-52 Performance standards.

The requirements set forth in §326-12, "Performance standards," shall be deemed to be zoning requirements, and compliance with said standards shall be required by all applicants for zoning approval. Any deviation from the requirements of this Section and §326-12 shall be deemed to require a zoning variance.

Section 3. Severability.

If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

Section 4. Effective date.

This Ordinance shall take effect immediately upon adoption and publication as required by law.

Section 5. Repeal of inconsistent ordinances.

All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

Section 6. Upon approval of this Ordinance upon First Reading by the Mayor and Council of the Borough of Montvale, this Ordinance shall be transmitted to the Planning Board for its review and recommendation pursuant to N.J.S.A. 40:55D-26.

A motion Introduced for second reading **Ordinance No. 2022-1526** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.

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

NO PUBLIC COMMENT

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

Motion to adopt on Second and Final Reading in The Bergen Record by Councilmember Lane; seconded by Councilmember Cudequest; Clerk read by title only. - All ayes on a roll call vote

PUBLIC HEARING ORDINANCE NO. 2022-1527 AN ORDINANCE OF THE BOROUGH OF MONTVALE ADDING A NEW CHAPTER 5 TO THE BOROUGH CODE ENTITLED "BUSINESS AND INSURANCE REGISTRY" PURSUANT TO N.J.S.A. 40A:10A-2

WHEREAS, on August 5, 2022, Governor Murphy signed Senate Bill S1368 into law as P.L. 2022, c.92, now codified at N.J.S.A. 40A:10A-2 (the "Law"); and

WHEREAS, the Law requires all business owners and rental unit owners to maintain a minimum of \$500,000 of liability insurance, and owner-occupied multi-family dwellings with four units or fewer must maintain a minimum of \$300,000 of liability insurance; and

BOROUGH OF MONTVALE

NOVEMBER 29, 2022

WHEREAS, pursuant to the Law, municipalities are required to establish a business insurance registry for all business and rental unit owners; and

WHEREAS, pursuant to the Law, businesses and rental unit owners are required to provide municipalities with a certificate of insurance annually to establish compliance with the Law; and

WHEREAS, municipalities are permitted to charge an administrative fee in connection with such registration; and

WHEREAS, municipalities are permitted to enforce the provisions of the Law by imposing penalties; and

WHEREAS, the Borough of Montvale is desirous of establishing a business and insurance registry as required by the Law.

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

Section 1. The Code of the Borough of Montvale is hereby amended and supplemented by adding a new Chapter 5 entitled "Business and Insurance Registry," as follows:

CHAPTER 5 BUSINESS AND INSURANCE REGISTRY

§5-1 Purpose

§5-2 Insurance required.

§5-3 Business insurance registration.

§5-4 Certification of registration.

§5-5 Penalties.

§5-1 Purpose

N.J.S.A. 40A:10A-1, et seq. requires all business owners, owners of rental units, and owners of a multi-family home of four or fewer units, one of which is owner occupied, to maintain certain levels of liability insurance. That law further requires municipalities to establish a registry of all such individuals and entities and to annually collect proof of compliance with the provisions of the law. The purpose of this Chapter is to implement the requirements of the law within the Borough of Montvale.

§5-2 Insurance required.

Except as provided in Section 5-2B herein, business owners and owners of rental units located in the Borough of Montvale must maintain liability insurance for negligent acts and omissions in an

amount not less than \$500,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

Owners of multi-family dwellings with four or fewer units, one of which is owner-occupied, must maintain liability insurance for negligent acts and omissions in an amount not less than \$300,000 for combined property damage and bodily injury to, or death of, one or more persons in any one accident or occurrence.

§5-3 Business insurance registration.

Owners of businesses or rental units subject to the minimum liability insurance requirements set forth in this Chapter must annually register with the Borough of Montvale and provide a compliant certificate of insurance issued by the owner's insurance company. To complete the annual registration, the owner must file with the Municipal Clerk a completed registration, along with a copy of the required insurance certificate and an administrative fee of \$50. The registration shall be in such form and shall include such information as is required by the Municipal Clerk. Annual registrations shall be due by January 31 of each calendar year, or within 30 days of registering the business or obtaining ownership of the rental units.

§5-4 Certification of registration.

Upon satisfaction of the registration requirements in Section 5-3 hereof, the Municipal Clerk shall

issue a certificate of registration to the owner in a form approved by the Municipal Clerk. This certificate of registration shall act as proof of compliance with this Chapter. A certificate of registration shall be valid for the calendar year in which it is issued.

§5-5 Penalties.

If an owner fails to maintain the required level of insurance, or fails to file an annual registration, the owner shall be subject to penalties of \$500 for a first offense, \$1,000 for a second offense, and \$2,000 for a third or subsequent offense. This penalty may be collected through a summary proceeding pursuant to the "Penalty Enforcement Law of 1999," N.J.S.A. 2A:58-110, et seq. Each year that an owner fails to register or fails to maintain adequate insurance shall be deemed a separate offense.

Section 2. Severability.

If any provision or portion of a provision of this ordinance is held to be unconstitutional, preempted by Federal or State law, or otherwise invalid by any court of competent jurisdiction, the remaining provisions of the ordinance shall not be invalidated and shall remain in full force and effect.

Section 3. Effective date.

This Ordinance shall take effect immediately upon adoption and publication as required by law.

Section 4. Repeal of inconsistent ordinances.

All ordinances and parts of ordinances which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

A motion Introduced for second reading **Ordinance No. 2022-1527** by Councilmember Cudequest; seconded by Councilmember Lane; Clerk read by title only.

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

NO PUBLIC COMMENT

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

Motion to adopt on Second and Final Reading in The Bergen Record by Councilmember Lane; seconded by Councilmember Koelling; Clerk read by title only. - All ayes on a roll call vote

MINUTES:

November 10, 2022

A motion to accept the minutes by Councilmember Cudequest; seconded by Councilmember Lane - all ayes

CLOSED/EXECUTIVE MINUTES:

November 10, 2022

A motion to accept the closed session minutes by Councilmember Lane; seconded by Councilmember Cudequest - 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 request it, in which case the item will be removed from the Consent Agenda and considered in its normal sequence on the agenda.

171-2022 Refund Tax Overpayment / Block 2509; Lot 32 / 16 Arthur Court

WHEREAS, a resolution authorizing the Borough of Montvale to refund an overpayment of taxes for

Block 2509; Lot 32, 16 Arthur Court; and

WHEREAS, an erroneous payment was made by the homeowner resulting in an overpayment in the amount \$41.64; 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 Sherry Silk, 238 Tampa Ave W., Apt 217, Venice, FL 34285 in the amount of \$41.64.

172-2022 Authorize Purchase NJ State Contract / Borough Administration And Pascack Joint Court Equipment / Dell Technologies

WHEREAS, the State of New Jersey adopted legislation which requires all municipalities who purchase under New Jersey State Contract to award said purchase by resolution, and

WHEREAS, the Borough of Montvale hereby approves the following computer purchases; and

WHEREAS, the Borough of Montvale will exceed the bid threshold with this purchase from this vendor based on prior purchases from the Dell Technologies; and

NOW THEREFORE BE IT RESOLVED, the details of the purchase from Dell Technologies Quote No. 3000137157671.1 / State Contract #19-TELE-00656 amount \$1,390.64 is attached to the original of this resolution for Pascack Joint Court; and

NOW BE IT FURTHER RESOLVED, the details of the purchase from Dell Technologies Quote No. 3000136866398.1 / State Contract #19-TELE-00656 amount \$1,305.34 is attached to the original of this resolution for Administration.

173-2022 Transfer of Appropriations

WHEREAS, certain transfer of funds for various 2022 budget appropriations are necessary to cover anticipated expenditures; and

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 2022 budget appropriations as follows:

<u>CURRENT FUND</u>	<u>FROM</u>	<u>TO</u>
General Appropriations		
Operations - Within "CAPS"		
Construction Official:		
Other Expenses	\$2,000.00	
Electrical Subcode Official:		
Salaries and Wages		\$2,000.00
Stormwater Management:		
Other Expenses	20,000.00	
Electricity		20,000.00
	<u>\$22,000.00</u>	<u>\$22,000.00</u>
	=====	=====

174-2022 Authorization to Submit a Grant Application to the BMED Gateway Fund to Participate in the Fund's Health & Wellness Program for the year 2023

WHEREAS, the Borough of Montvale affirms its understanding that the BMED Gateway Fund offers a grant opportunity to its member agencies who wish to initiate a partnership with the Fund to incentivize employee participation in health and wellness programming and awareness; and

WHEREAS, the Borough of Montvale understands that the grant is a matching grant and that participation in the Program requires local budgetary support and administration; and

WHEREAS, the Borough of Montvale matching funds will not exceed \$5,000.00; and

WHEREAS, the application for grant consideration requires a resolution of the governing body's understanding and support for promoting health and wellness concepts within their employee population;

NOW THEREFORE BE IT RESOLVED that the Borough of Montvale authorizes the submission of a grant application to the BMED Gateway Fund to enable their participation in the Fund's Health and Wellness Program for the 2023 calendar year.

175-2022 Authorization of Stipend for Coordinator and Incentives for Participation in BMED Fund Health & Wellness Program for the year 2022

WHEREAS, the Borough of Montvale has participated in the BMED Fund Health & Wellness Program for the year 2022; and

WHEREAS, the coordinator shall receive a stipend not to exceed \$500.00; and

WHEREAS, eligible employees that participated and met all requirements shall receive not to exceed \$300; and

NOW THEREFORE BE IT RESOLVED that the Borough of Montvale authorizes the Treasurer to remit payment accordingly.

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

BILLS: Municipal Clerk read the Bill Report

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

ENGINEER'S REPORT:

Andrew Hipolit

Report/Update

There are some concerns from the senior club about the bocce ball courts stating that they are too soft; Andy suggested to add playground sand; it would have to be monitored to see if the sand worked; a motion by Councilmember Lane; seconded by Councilmember Roche to order 40 bags of sand - all ayes

MAL has the desire to add a batting cage at LaTrenta field, Andy suggested the location can be near the third base line; the approximate cost would be \$30,000 - \$60,000

The t-ball field will be completed before Spring; the pee-wee field has some pooling of water issues around the pitchers mound, it needs to be raked after every use.

A portable bathroom trailer requires water and electric hook up; will speak to the school

ATTORNEY REPORT:

Joe Voytus, Esq.

Report/Update

No Report

Councilmember Cudequest asked for a follow up to not having the flu clinic next year; Mr. Voytus stated that the borough has no obligation to have a flu clinic

UNFINISHED BUSINESS:

Update – Municipal Parking Lot

Councilmembers agreed to sell the parking lot – a motion to have borough attorney set up the auction process for the selling of the lot by Councilmember Koelling; seconded by Councilmember Arendacs – all ayes

NEW BUSINESS:

- a. Determination of Date/Time Re-Organization Meeting/January 2023/Suggestion Sun. 1/1/23 @ 6:00/7:00 p.m./Mon. 1/2/23 @7:30 p.m.

Councilmembers agreed to have the re-organization meeting on January 1 at 12:00

- b. Request Memorial Bench/Huff Park/Lamendola

Councilmembers all approved

Councilmember Arendacs asked if the Police Commissioner can add to the monthly report any complaints received at dispatch

The municipal clerk asked councilmembers if they would like to have budget meetings on Zoom – councilmembers agreed to have the budget meetings on Zoom and will be scheduled for Mondays at 6pm

Councilmember Roche mentioned it was brought to his attention regarding feeding wildlife on private property – Councilmember Cudequest will bring it to the Board of Health

COMMUNICATION CORRESPONDENCE:

No

MEETING OPEN TO THE PUBLIC:

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

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

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

NO PUBLIC COMMENT

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

ADJOURNMENT:

Motion to adjourn by Councilmember Cudequest; seconded by Councilmember Russo-Vogelsang – all ayes

Meeting adjourned at 8:44pm

BOROUGH OF MONTVALE

NOVEMBER 29, 2022

The next Regular Meeting of the Mayor & Council will be held on December 13, 2022

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk

DRAFT

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO.176-2022

CANCELLATION OF IMPROVEMENT AUTHORIZATIONS

WHEREAS, there exists unexpended improvement authorization balances on the balance sheet of the General Capital Fund; and

WHEREAS, the unexpended improvement authorization balances remain dedicated to projects now completed or the balances are determined to be in excess of the amounts necessary for the completion of the projects; and

WHEREAS, it is necessary to formally cancel said balances so that the unexpended balances may be credited to deferred charges to future taxation unfunded, reserve for payment of debt or fund balance and the unused debt authorizations may be cancelled;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following unexpended improvement authorization balances be cancelled:

GENERAL CAPITAL FUND:

<u>ORDINANCE</u>	<u>DESCRIPTION</u>	<u>FUNDED</u>	<u>UNFUNDED</u>
2016-1413	Various Capital Improvements	\$187,016.27	
2017-1430	Acquisition of Property	10,761.83	
2020-1482	Various Capital Improvements	357,888.87	
2021-1497	Various Capital Improvements	60,630.51	
		\$616,297.48	\$0.00
		=====	=====

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY

RESOLUTION NO. 177-2022

CANCELLATION OF PRIOR YEAR OUTSTANDING CHECKS

WHEREAS, there exists outstanding checks from the prior year drawn against the General Checking Account and Payroll Account, and

WHEREAS, it has been determined that the outstanding checks from the prior year be cancelled to Current Fund Surplus;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, that the following outstanding checks from the prior year be cancelled:

GENERAL CHECKING ACCOUNT

<u>DATE</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>	<u>FUND</u>	<u>ACCCOUNT</u>
05/11/21	19278	\$59.75	Current	Surplus
09/14/21	19776	150.00	Current	Surplus
12/10/21	20150	63.00	Current	Surplus
		\$272.75		
		=====		

PAYROLL ACCOUNT

<u>DATE</u>	<u>CHECK NUMBER</u>	<u>AMOUNT</u>	<u>FUND</u>	<u>ACCCOUNT</u>
06/30/21	81648	\$246.63	Current	Surplus
		=====		

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY

RESOLUTION NO.178-2022

CANCELLATION OF VARIOUS BALANCES

WHEREAS, there exists receivable balances and a reserve balance on the Current Fund balance sheet of the Borough of Montvale; and

WHEREAS, the funds creating the receivable balances and reserve balance have been investigated, and it has been determined that the receivable balances and reserve balance should be cancelled; and

WHEREAS, it is necessary to formally cancel said balances so that the uncollected receivable balances may be charged to fund balance and the unexpended reserve balance may be credited to fund balance;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale, that the following receivable balances and reserve balance may be cancelled:

Current Fund

<CHARGES>/
CREDITS

Grants Receivable:

NJDOT: Various Street Improvements - 2019	<\$16,651.62>
Municipal Alliance Program	< <u>1,964.39</u> >
	< <u>\$18,616.01</u> >

Reserve for Grants - Appropriated:

Donation - Police (Wegmans)	<u>\$18.75</u>
-----------------------------	----------------

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY

RESOLUTION NO. 179-2022

CANCELLATION OF 2021 CURRENT FUND APPROPRIATION RESERVE BALANCE

WHEREAS, there exists an unexpended 2021 Current Fund budget appropriation reserve balance; and

WHEREAS, it is necessary to formally cancel said balance so that the unexpended balance may be credited to surplus;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the following unexpended 2021 Current Fund budget appropriation reserve balance be cancelled:

GENERAL APPROPRIATIONS

Operations - Excluded from "CAPS"

Public and Private Programs Offset by Revenues

Municipal Alliance Program

\$3,126.15

=====

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY**

RESOLUTION NO. 180-2022

TRANSFER OF 2022 CURRENT FUND APPROPRIATION BALANCE

WHEREAS, there exists an unexpended 2022 Current Fund budget appropriation balance, and

WHEREAS, N.J.S.A. 40A:4-62.1 permits the Borough to transfer such unexpended balance into the Reserve for Storm Recovery.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Montvale Bergen County, New Jersey that the following unexpended 2022 Current Fund budget appropriation balance be transferred into the Reserve for Storm Recovery in accordance with N.J.S.A. 40A:4-62.1.

GENERAL APPROPRIATIONS

Operations - within "CAPS"

Snow Removal/Storm Recovery:

Other Expenses

\$25,000.00

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

**BOROUGH OF MONTVALE
BERGEN COUNTY, NEW JERSEY
RESOLUTION NO. 181-2022**

RE: A RESOLUTION OF THE BOROUGH OF MONTVALE OF THE BOROUGH OF MONTVALE ADOPTING A FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT CLAIMS AGAINST THE BOROUGH OF MONTVALE IN ACCORDANCE THE PROVISIONS OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.

WHEREAS, the New Jersey Tort Claims Act, N.J.S.A. 59:8-6, provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity; and

WHEREAS, the Borough of Montvale is a public entity covered by the provisions of the New Jersey Tort Claims Act; and,

WHEREAS, the Borough of Montvale deems it advisable, necessary, and in the public interests to adopt a Notice of Tort Claim form in the form attached hereto and made a part hereof.

NOW THEREFORE BE IT RESOLVED, by Governing Body of the Borough of Montvale of the assembled in public session the 13th day of December, 2022, that the attached Notice of Tort Claim form be and hereby is adopted as the official Notice of Tort Claim form for the Borough of Montvale; and,

BE IT FURTHER RESOLVED, that all persons making claims against the Borough of Montvale, pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:8-1, et. seq., be required to complete the form herein adopted as a condition of compliance with the notice requirement of the New Jersey Tort Claims Act.

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

Adopted: December 13, 2022

ATTEST:

APPROVED:

Maureen Iarossi-Alwan
Municipal Clerk

Michael Ghassali
Mayor

HUNTINGTON BAILEY, L.L.P.

COUNSELLORS AT LAW

RUSSELL R. HUNTINGTON
WILLIAM J. BAILEY
DERMOT J. DOYLE
SIOBHAN SPILLANE BAILEY *
DAVID S. LAFFERTY
MAURA O'HALLORAN DEEGAN
LEVI J. KOOL •

373 KINDERKAMACK ROAD
WESTWOOD, NEW JERSEY 07675
(201) 666-8282
FAX (201) 666-9625

WWW.HUNTINGTONBAILEY.COM

- Also Member NY Bar
- * Also Member PA Bar

November 21, 2022

Via Email

Clerks and Borough Attorneys

RE: Adoption of Notice of Claims Forms

This office serves as the general counsel for the Bergen County Municipal Joint Insurance Fund, commonly known as the Bergen JIF. It appears that the JIF is not getting the full benefit of the statutes pertaining to notice of claim forms.

N.J.S.A. 59:8-6 provides a pertinent part as follows:

59:8-6. Claim forms; additional evidence and information; examinations. A public entity may by rule or regulation adopt forms specifying information to be contained in claims filed against it or its employee under this act.

Thus, the Borough may have a defense to any claim if (a) it has adopted a notice of claim form; and (b) the Plaintiff fails to file a notice of claim form within ninety (90) days. We've had some success with having cases dismissed for failure to comply with this requirement, however, there are some towns within in the JIF that may not be adopting the duly approved notice of claim form. Accordingly, a copy of the claim form is annexed hereto, and it is requested that it be adopted by the Borough as its official notice of claim form at its annual reorganization meeting. Once the form is adopted by the Borough, it recommended that must be posted on the Borough website. [This is an annual adoption requirement].

Upon adoption of the Notice of Claim form, please provide a copy of the resolution to both Dawn Mulligan (dawn@jifclaims.com) and Nancy Ghani (nancyg@permainc.com).

Very truly yours,
HUNTINGTON BAILEY, L.L.P.


William J. Bailey

WJB/cmp
Enclosure

cc: Dawn Mulligan, JIF Claims, L.L.C.
Nancy A. Ghani, PERMA Risk Management Service

BERGEN COUNTY MUNICIPAL JOINT INSURANCE FUND

CLAIMANT INFORMATION

Name: _____

Telephone: _____

Address: _____

Date of Birth: _____

Email: _____

ATTORNEY INFORMATION (If Applicable)

Name: _____

Telephone: _____

Address: _____

Fax: _____

File No.: _____

Email: _____

Send Notices to: Y Claimant Y Attorney

GENERAL INSTRUCTIONS: Pursuant to the provisions of the New Jersey Tort Claims Act, this Notice of Tort Claim form has been adopted as the official form for the filing of claims against the .

The questions are to be answered to the extent of all information available to the Claimant or to his or her attorneys, agents, servants, and employees, under oath. The fully completed Claim Form and the documents requested shall be returned to the:

Insert town name and address

and

**JIF Claims, LLC
373 Kinderkamack Road
Westwood, NJ 07675**

NOTE CAREFULLY: Your claim will not be considered filed as required under the New Jersey Tort Claims Act until this completed form has been filed with the municipality. Failure to provide the information requested, including such responses as “to Be Provided” or “Under Investigation” will result in the claim being treated as not being properly filed.

Timely Notices of Claim must be filed within 90 days after the incident giving rise to the claim.

This form is designed as a general form for use with respect to all claims. Some of the questions may not be applicable to your particular claim. For example, if your claim does not arise out of an automobile accident, questions regarding road conditions might not be applicable. In that event, please indicate “Not Applicable.”

If you are unable to answer any questions because of a lack of information available to you, specify the reason the information is not available to you. If a question asks that you identify a document, it will be sufficient to furnish true and legible copies. Where a question asks that you “identify all persons,” provide the name, address and telephone number of the person.

If you need more space to provide a full answer, attach supplementary pages, identifying the continuation of the answer with the number of the applicable question.

DEFINITIONS:

“Claimant” shall refer to the person or persons on whose behalf the Notice of Claim has been filed with the Township.

“Documents” shall refer to any written, photographic, or electronic representation, and any copy thereof, including, but not limited to, computer tapes and/or disks, videotapes and other material relating to the subject matter of the claim.

“Person” shall include in its meaning a partnership, joint venture, corporation, association, trust or any other kind of entity, as well as a natural person.

“Public Entity” shall refer to the along with any agent, official, or employee of the against whom a claim is asserted by the Claimant.

NOTE: That the questions are divided into sections relating to the claimant, the claim, property damage, personal injury and the basis for the claim against the public entity or public employee.

If the claim involves only property damage, the portion on personal injuries need not be answered. If the claim involves no property damage, then the portion on property damage need not be answered.

INFORMATION ON THE CLAIMANT

1. Provide the following information with respect to the Claimant:

Y Any other name by which the claimant is known.

Y Address at the time of the incident giving rise to the claim.

Y Marital Status (at the time of the incident and current).

Y Identify each person residing with the claimant and the relationship, if any, of the person to the Claimant.

2. Provide all addresses of the Claimant for the last 10 years, the dates of the residence, the persons residing at the addresses at the same time as the Claimant resided at the address and the relation, of any of the persons to the Claimant.

INFORMATION ON ALL CLAIMS

3. Provide the exact date, time and place of the incident forming the basis of the claim and the weather conditions prevailing at the time.
4. Provide the Claimant's complete version of the events the form the basis of the claim.
5. List any and all individuals who were witnesses to or who have knowledge of the facts of the incident which gives rise to the claim. Provide the full name and address of each individual.
6. Identify all public entities or public employees (by name and position) alleged to have caused the injury or property damage and specify as to each public entity or employee the exact nature of the act or omission alleged to have caused the injury or property damage.
7. If you claim that the injury or property damage was caused by a dangerous condition of property under the control of the public entity, specify the nature of the alleged dangerous condition, and the manner in which you claim the condition caused the injury.
8. If you allege a dangerous condition of public property, state the specific basis on which you claim that the public entity was responsible for the condition and the specific basis and date on which you claim that the public entity was given notice of the alleged dangerous condition. **Statements such as "should have known" and "common knowledge" are insufficient.**
9. If you or any other party or witness consume any alcoholic beverages, drugs or medications within twelve hours before the incident forming the basis of the Claim, identify the person consuming the same and for each person (a) what was consumed, (b) the quantity thereof, (c) where consumed, (d) the names and addresses of all persons present.

10. If you have received any money or thing of value for your injuries or damages from any person, firm or corporation, state the amounts received, the dates, names and addresses of the payers. Specifically list any policies of insurance, including policy number and claim number, from which benefits have been paid to you or to any person of your behalf, including doctors, hospitals or any person repairing damage to property.
11. If any photographs, sketches, charts, or maps were made with respect to anything which is the subject matter of the Claim, state the date thereof, the names and addresses of the persons making the maps and of the persons who have present possession thereof. Attach copies of any photographs, sketched, charts or maps.
12. If you or any of the parties to this action or any of the witnesses made any statements or admissions, set forth what was said; by whom said; the date and place where said; and in whose presence, giving names and addresses of any persons having knowledge thereof.
13. State the total amount of your claim and the basis on which you calculated the amount claimed.
14. Provide copies of all documents, memoranda, correspondence, reports (including police reports), etc. Which discuss, mention or pertain to the subject matter of this claim.
15. Provide the names and addresses of all persons or entities against whom claims have been made for injuries or damages arising out of the incident forming the basis of this claim and give the basis for the claim against each.

PROPERTY DAMAGE CLAIM

16. If your claim is for property damage, attach a description of the property and an estimate of the cost of repair. If your claim does not involve any claim for property damage, enter "None."

Note: If your claim is for property damage only, initial here and proceed directly to the certification section on the next to last page of this form.

☐ Initials: _____

PERSONAL INJURY CLAIMS

17. Was any complaint made to the public entity or to any official or employee of the public entity. State the time and place of the complaint and the person or persons to whom the complaint was made.
18. Describe in detail the nature, extent and duration of any and all injuries.
19. Describe in detail any injury or condition claimed to be permanent.
20. If confined to any hospital, state name and address of each and the dates of admissions and discharge. Include all hospital admissions prior to and subsequent to the alleged injury and give the reason for each admission.
21. If x-rays were taken, state (a) the address of the place where each was taken, (b) the name and address of the person who took them, (c) the date when each was taken, (d) what each disclosed, (e) where and in whose possession they now are. Include all x-rays, whether prior to or subsequent to the alleged injury forming the basis of the claim.
22. If treated by doctors, including psychiatrist or psychologist, state (a) the name and present address of each doctor, (b) the dates and places where treatments were treatments are continuing, the schedule of continuing treatments. Provide true copies of all written reports rendered to you or about you by any doctor whom you propose to have testify on your behalf.
23. If you have any physical impairment which you allege is caused by the injury forming the basis of your claim and which is affecting your ordinary movement, hearing or sight, state in detail, the nature and extent of the impairment and what corrective appliances, support or device you use to overcome or alleviate the impairment.

24. If you claim that a previous injury has been aggravated or exacerbated, describe the injury and give the name and present address of each doctor who treated you for the condition, the period during which treatment was received and the cause of the previous injury. Specifically list any impairment, including use of eyeglasses, hearing aid or similar device, which existed at the time of the injury forming the basis of the claim.
25. If any treatments, operations, or other form of surgery in the future has been recommended to alleviate any injury or condition resulting from the incident which forms the basis of the claim, state in detail (a) the nature and extent of the treatment, operation, or surgery, (b) the purpose thereof and the results anticipated or expected, (c) the name and address of the doctor who recommended the treatments operations or surgery, (d) the name and address of doctor who will administer or perform the same, (e) the estimated medical expenses to be incurred, (f) the estimated length of time of treatments, operation or surgery, period of hospitalization and period of convalescence, (g) all other losses or expenditure anticipated as a result of the treatment, operations or surgery, (h) further if it is your intention to undergo the treatments, operation or surgery, please give an approximate date.
26. Itemize any and all expense incurred for hospital, doctors, nurses, x-rays, medicines, care and appliances and indicate which expenses were paid by any insurance coverage.
27. If employed at the time of the alleged injury forming the basis of the claim state (a) the name and address of the employer, (b) position held and the nature of the work performed, (c) average weekly wages for the year prior to the injury, (d) period of time lost from employment, giving dates, (e) amount of wages lost, if any. List any sources of income continuation or replacement, including, but not limited to, workers' compensation, disability income, social security and income continuation insurance.
28. If other loss of income, profit or earnings is claimed, state (a) total amount of loss, (b) give a complete detailed computation of the loss, (c) the nature and dates of the loss.
29. If you are claiming lost wages state (a) the date that the employment began, (b) the name and address of the employer, (c) the position held and the nature of the work performed, (d) the average weekly wages. Attach copies of pay stubs or other complete payroll record for all wages received during the year.

DOCUMENT REQUEST: Provide all documents identified in your answers to the above questions.

CERTIFICATION: I hereby certify that the information provided is the truth and is the full and complete response to the questions, to the best of my knowledge.

Signature of Claimant:

[Date]

Authorization for Release of Employment Records

Date: _____

To: _____

Re: _____
Employee's Name

Social Security Number

Address

Claim Number

You are hereby authorized and requested to disclose, make available and furnish to:

Approximate date of lost time:

A photocopy of this release form, bearing a photocopy of my signature shall constitute you authorization for the release of the information in accordance with the request made to you.

Signature: _____ Date: _____

AUTHORIZATION TO DISCLOSE HEALTH INFORMATION

PATIENT NAME:

DATE OF BIRTH:

ADDRESS:

SOCIAL SECURITY NO.:

1. I do hereby consent and authorize the use and/or disclosure of my health information as described below.
2. The following individual or organization is authorized to make the disclosure.

	Specific date(s) of treatment and/or admission: <i>All dates of examination and treatment</i>
--	---

3. The type and amount of information to be used or disclosed is as follows:

MY ENTIRE MEDICAL CHART FOR ALL DATES OF SERVICE INCLUDING:

<u>XX</u> Problem List	<u>XX</u> Laboratory Results
<u>XX</u> Medication List	<u>XX</u> Consultation Reports
<u>XX</u> List of Allergies	<u>XX</u> X-Ray and Imaging Reports
<u>XX</u> Immunization Record	<u>XX</u> Personal contact with the provider of
service	
<u>XX</u> Most recent history & physical	<u>XX</u> Other: <u>Bills</u>
<u>XX</u> Most recent discharge summary	

I understand that the information in my health record may include information related to sexually transmitted disease, acquired immunodeficiency syndrome (AIDS), or human immunodeficiency virus (HIV). It may also include information about behavioral, psychiatric or mental health services and treatment for alcohol and drug abuse or genetic information. I authorize the release of this information.

This information may be disclosed to and used by the following individual or organization or any of the attorneys or authorized representative thereof for the purpose of legal representation, or to provide copies of my records to opposing parties in litigation, which I have commenced.

I understand I have the right to revoke this authorization at any time. I understand that if I revoke this authorization I must do so in writing and present my written revocation to the health information management department. I understand the revocation will not apply to my insurance company when the law provides my insurer the right to contest a claim under my policy. If I fail to specify an expiration date, event or condition, this authorization will expire at the conclusion of the litigation between _____

I understand the disclosure of this health information is voluntary. I can refuse to sign this authorization. I need not sign this form in order to assure treatment. I understand that I may inspect or copy the information to be used or disclosed, as provided in CFR 164.524. I understand any disclosure of information carries with it the potential for an unauthorized re-disclosure and the information may not be protected by federal confidentiality rules. If I have questions about disclosures of my health information, I can contact the HIM director or privacy officer for information.

I understand that this consent shall operate as a complete release of liability to the hospital, medical provider, and to their employees for the release of the information specified above. I have read and understand the terms of this Authorization and I have had an opportunity to ask questions about the use and disclosure of my health information. I hereby, knowingly and voluntarily, authorize the provider of medical services to disclose my health information in the matter described above.

Signature of Patient/Legal Representative

Date

NOTICE OF RECIPIENT OF INFORMATION

Each disclosure made with the patient's consent may be accompanied by the written statement reproduced below. This information has been disclosed to you from records protected by Federal confidentiality rules 42 C.F.R. Part 2. The Federal rules prohibit you from making any further disclosure of this information unless further disclosure is expressly permitted by the written consent from the person to whom it pertains or as otherwise permitted by 42 C.F.R. Part 2. A general authorization for the release of medical or other information is not sufficient for this purpose. The Federal Rules restrict any use of the information to criminally investigate or prosecute any alcohol or drug abuse patient.

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	\$3,004,040.65	Bill List Wire 12/13/2022
	<u>380,184.92</u>	Wires/Manual Checks
Current TOTAL	3,384,225.57	
Capital	9,752.20	Bill List Wire 12/13/2022
Escrow	3,269.00	Bill List Wire 12/13/2022
Housing Trust	28,738.47	Bill List Wire 12/13/2022
Open Space Trust	400.00	Bill List Wire 12/13/2022
General Trust	6,100.75	Bill List Wire 12/13/2022
Dog Trust	350.00	Bill List Wire 12/13/2022

*This resolution was adopted by the Mayor and Council of Montvale
at a meeting held on 12/13/22*

Introduced by: _____

Approved: 12/13/22

Seconded by: _____

Michael Ghassali, Mayor

ATTEST:

Maureen Iarossi-Alwan, Municipal Clerk

MANUAL/VOID CHECKS - WIRES
December 13, 2022

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Vendor/Transaction</u>	<u>Amount</u>
WIRE		11/29/22	Payroll Account-Current	246,738.44
WIRE		11/29/22	Salary Deduction Account	133,396.48
WIRE		11/29/22	FSA Account	50.00
Total				<u>380,184.92</u>

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Bill List By Vendor Id

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P.O. Type: All
Range: First to Last
Format: Condensed
Vendors: All
Rcvd Batch Id Range: First to Last
Include Non-Budgeted: Y
Open: N
Rcvd: Y
Bid: Y
Paid: N
Held: Y
State: Y
Void: N
Aprv: N
Other: Y
Exempt: Y

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00043	NORTH JERSEY MEDIA GROUP								
		22-01469	11/17/22	395748 NORTH JERSEY MEDIA ADV	Open	1,159.60	0.00		
00055	FOLEY, ALISHA								
		22-01460	11/15/22	REIMB CLOTHING ALLOWANCE	Open	219.99	0.00		
		22-01515	11/23/22	REIMB CROSSING GUARD JACKETS	Open	444.06	0.00		
		22-01528	11/29/22	LEAGUE OF MUNICIPALITIES REIMB	Open	334.20	0.00		
						998.25			
00074	DOWNES TREE SERVICE								
		21-01242	09/29/21	HURRICANE IDA DAMAGE RESPONSE	Open	5,965.00	0.00		B
00097	CABLEVISION								
		22-01558	12/02/22	07873-199375-01-1 CABLEVISION	Open	194.98	0.00		
		22-01595	12/06/22	07873-218840-01-0 OPTIMUM	Open	21.06	0.00		
		22-01596	12/06/22	07879-240495-01-5 OPTIMUM	Open	116.23	0.00		
						332.27			
00104	MONTVALE BOARD OF EDUCATION								
		22-00005	01/03/22	2022 LOCAL SCHOOL TAXES	Open	1,461,254.00	0.00		B
00111	AACOM BUSINESS SOLUTIONS								
		22-01058	08/29/22	PD CAMERA SYSTEM	Open	1,217.99	0.00		
00114	CORBI PRINTING CO. INC.								
		22-01476	11/17/22	Notice Paper	Open	940.00	0.00		
00125	NORTHWEST BERGEN REGIONAL								
		22-01489	11/21/22	FLU VACCINES FOR FIRE/EMT	Open	100.00	0.00		
		22-01491	11/21/22	RABIES VACCINE SYRINGES	Open	50.00	0.00		
						150.00			
00137	PASCACK VALLEY REGIONAL HS DST								
		22-00004	01/03/22	2022 REGIONAL SCHOOL TAXES	Open	1,301,148.00	0.00		B
00139	SCORDO, FRANCES								
		22-01567	12/02/22	PETTY CASH NOVEMBER/DECEMBER	Open	238.12	0.00		
00152	COHEN, JOYCE								
		22-01448	11/14/22	juice for residents@flu clinic	Open	27.38	0.00		
00159	AMADO, HERMINIO								
		22-01511	11/22/22	REIMB CLOTHING ALLOWANCE	Open	127.43	0.00		
00164	STATELINE FIRE & SAFETY, INC.								
		22-01458	11/15/22	PD FIRE EXT REFILLS	Open	76.60	0.00		

Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00199	DIAMOND SCOOTERS INC	22-01357	10/26/22	REFUND OF DUPLICATE CONSTR FEE	Open	101.00	0.00		
00215	TOWNSHIP OF RIVER VALE	22-00006	01/03/22	2022 PASCACK VALLEY DPW	Open	155,728.63	0.00		B
00258	ROCKLAND ELECTRIC COMPANY	22-01562	12/02/22	ROCKLAND ELECTRIC NOVEMBER	Open	2,312.15	0.00		
		22-01594	12/06/22	ROCKLAND ELECTRIC NOVEMBER	Open	19,962.62	0.00		
						22,274.77			
00373	GREATER BERGEN REALTORS	22-01429	11/08/22	GBR MEMBERSHIP DUES 2023	Open	535.00	0.00		
00375	BOROUGH OF PARK RIDGE	22-01438	11/09/22	ANNUAL COMPLIANCE UST TESTING	Open	1,286.88	0.00		
00497	LEVITZKI, ANN	22-00181	01/27/22	2022 COURT - CELL PHONE	Open	69.80	0.00		B
00730	BOGGIA, BOGGIA, BETESH & VOYTUS	22-00111	01/18/22	2022 LEGAL RETAINER & SESSIONS	Open	11,250.00	0.00		B
		22-00112	01/18/22	2022 LEGAL FEES	Open	15,210.38	0.00		B
		22-01403	11/03/22	AFFORDABLE HOUSING - SEPTEMBER	Open	1,674.62	0.00		
						28,135.00			
00731	COLLIER'S ENGINEERING & DESIGN	22-00140	01/19/22	AFFORDABLE HOUSING 2021 SVCS	Open	518.75	0.00		B
		22-01410	11/03/22	MONTVALE MASTER PLAN	Open	639.25	0.00		B
		22-01428	11/08/22	MUNICIPAL ENGINEERING REVIEW	Open	181.00	0.00		
		22-01538	11/30/22	MUNICIPAL ENGINEERING REVIEW	Open	135.75	0.00		
						1,474.75			
00869	DRAEGER SAFETY DIAGNOSTICS, INC	22-01505	11/22/22	PD DWI SIMULATOR CALIBRATION	Open	179.00	0.00		
00910	SONITROL SECURITY SYSTEMS OF	22-01092	09/06/22	REBOOTED ACCESS SYSTEM	Open	312.50	0.00		
00999	AMAZON.COM SERVICES, INC.	22-01440	11/10/22	holiday gift baskets and offic	Open	207.42	0.00		
		22-01452	11/15/22	Epson DS-410 Scanner -Court	Open	299.89	0.00		
		22-01497	11/21/22	holiday decorations	Open	59.98	0.00		
						567.29			
01028	HAWKEN, CHRISTOPHER	22-01512	11/22/22	REIMB MEALS	Open	147.92	0.00		
01135	YORK MOTORS, INC.	21-01578	12/10/21	2022 CHEVY COLORADO-BEDLINER	Open	259.00	0.00		
		21-01579	12/10/21	2022 CHEVY COLORADO -UPFIT	Open	3,607.20	0.00		
						3,866.20			

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01227	PIAZZA & ASSOCIATES, INC.	22-00116	01/18/22	2022 AFFORDABLE HOUSING SVCS.	Open	300.00	0.00		B
01243	PHOENIX ADVISORS, LLC	22-01435	11/09/22	CONTINUING DISCLOSURE AGENT	Open	1,150.00	0.00		
01311	GLOCK PROFESSIONAL, INC.	22-01453	11/15/22	PD ARMORER'S COURSE CRUISE	Open	250.00	0.00		
01330	GHASSALI, MICHAEL	22-01473	11/17/22	WOOD FLAG RETIRMENT PD CHIEF	Open	450.00	0.00		
01368	ROBALINO, ERIC	22-01509	11/22/22	REIMB CLOTHING ALLOWANCE	Open	84.99	0.00		
01464	SURENIAN, EDWARDS & NOLAN	22-00119	01/18/22	2022 SPECIAL COUNSEL	Open	2,543.01	0.00		B
01488	BANISCH ASSOCIATES, INC.	22-01486	11/18/22	PROFESSIONAL SERVICES RENDERED	Open	475.00	0.00		
01497	SALERNO, GERALD	22-00330	03/04/22	2022 PUBLIC DEFENDER	Open	2,500.00	0.00		B
01501	COHEN-GRADY, TRACY	22-01155	09/19/22	VET FOR RABIES CLINIC 11/19/22	Open	300.00	0.00		
01510	GUICO, JOHN	22-01442	11/10/22	REIMB FIREARMS SUPPLIES	Open	367.38	0.00		
01522	STEAM-TO-GO	22-01407	11/03/22	MONTVALE WELLNESS PROGRAM	Open	200.00	0.00		
01552	WISS & BOUREGY, P.C.	22-01436	11/09/22	POLICE PERSONNEL MATTER	Open	14.00	0.00		
01593	AMERICAN LAWN SPRINKLER CO.	22-01411	11/04/22	12 DEPIERO WINTER SPRINKLER	Open	735.00	0.00		
01624	CMRS-FP	22-01502	11/22/22	TAX DEPARTMENT POSTAGE	Open	92.91	0.00		
01643	LORANGER, LISA	22-01579	12/05/22	TABLE COVERS	Open	50.50	0.00		
01659	ORIENTAL TRADING	22-01496	11/21/22	SNOWMAN BROWN PAPER GIFT BAGS	Open	148.00	0.00		
01680	WEGMANS BUSINESS	22-01466	11/17/22	ANNUAL FEE	Open	100.00	0.00		
		22-01523	11/28/22	EMPLOYEE APPRECIATION	Open	128.98	0.00		
						228.98			

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Vendor #	Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01733	RILEIGHS OUTDOOR, LLC	22-01341	10/24/22	TREE LIGHTING LIGHTS	Open	1,229.35	0.00		
01748	WERBA, JOSEPH	22-01400	11/02/22	REIMB CLOTHING ALLOWANCE	Open	219.99	0.00		
01750	DUBELBEISS, RYAN	22-01514	11/23/22	REIMB CLOTHING ALLOWANCE	Open	773.78	0.00		
01752	DILAURI, RUSSEL	22-01534	11/29/22	REIMB CLOTHING ALLOWANCE	Open	732.79	0.00		
01767	VERIZON	22-01559	12/02/22	555-569-014-0001-55 VERIZON	Open	170.64	0.00		
01828	CGP&H, LLC	22-01159	09/20/22	PROFESSIONAL HOUSING REHAB SVC	Open	445.60	0.00		B
01833	MCGEE, HEATHER (PETTY CASH)	22-01554	12/01/22	REIMB PETTY CASH	Open	233.30	0.00		
01903	DARIO, ALBERT, METZ & EYERMAN	22-00120	01/18/22	2022 MUNICIPAL PROSECUTOR	Open	7,250.00	0.00		B
01928	AUTOMATIC SUPPRESSION & ALARM	22-01025	08/19/22	ANNUAL FIRE ALARM TESTING	Open	800.00	0.00		
01962	AT&T MOBILITY II LLC	22-01508	11/22/22	PD PATROL PHONE PLAN	Open	134.11	0.00		
01979	MONTVALE FAMILY APTS URBAN	22-01592	12/06/22	COAH -WALTERS GRP -25 UNITS	Open	25,000.00	0.00		
02141	REGAN, ROBERT T., ESQ.	22-01378	10/28/22	ESCROW PAYMENT	Open	819.00	0.00		
		22-01379	10/28/22	TRUST - RESERVE FOR HOUSING	Open	799.50	0.00		
		22-01422	11/08/22	ESCROW PAYMENT	Open	136.50	0.00		
		22-01425	11/08/22	ESCROW PAYMENT	Open	877.50	0.00		
		22-01484	11/18/22	ESCROW PAYMENTS	Open	780.00	0.00		
						3,412.50			
02408	MCDOWELL, DOUGLAS	22-01510	11/22/22	REIMB TRAVEL & CLOTHING	Open	95.94	0.00		
02757	TYCO ANIMAL CONTROL SERVICES	22-00115	01/18/22	2022 ANIMAL CONTROL SERVICES	Open	1,040.00	0.00		B
		22-00462	04/07/22	2022 GEESE CONTROL SERVICES	Open	400.00	0.00		B
						1,440.00			
03060	TRI-STATE TECHNICAL SERVICES	22-00013	01/03/22	2022 ADOBE SOFTWARE / DROPBOX	Open	39.38	0.00		B
		22-00114	01/18/22	2022 COMPUTER MAINTENANCE	Open	772.92	0.00		B
		22-01498	11/21/22	ZOOM MONTHLY COURT - DECEMBER	Open	17.05	0.00		

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Vendor #	Name	Status	Amount	Void Amount	Contract	PO Type
PO #	PO Date Description					
03060	TRI-STATE TECHNICAL SERVICES	Continued				
22-01504	11/22/22 PD COMPUTER SETUP	Open	200.00	0.00		
22-01536	11/29/22 COMPUTER MAINT & SET UP	Open	200.00	0.00		
			1,229.35			
03068	DTS TRUCKING, LLC.					
20-01639	12/30/20 RESTORATION- HUFF POND PROJECT	Open	5,886.00	0.00		B
03666	VERIZON -3070534					
22-01563	12/02/22 450-001-742-0001-13 VERIZON	Open	64.32	0.00		
03682	CRUISE, E. K.					
22-01431	11/09/22 REIMB MEAL TRAINING & WEAPONS	Open	954.09	0.00		
22-01535	11/29/22 REIMB JPA GRADUATION PARTY	Open	285.80	0.00		
			1,239.89			
03683	PIERRI, JASON					
22-01532	11/29/22 REIMB PIERRI CLOTHING ALLOW	Open	462.95	0.00		
03727	STAPLES INC					
22-00912	07/25/22 OFFICE SUPPLIES	Open	665.99	0.00		
22-00923	07/27/22 OFFICE SUPPLIES	Open	206.99	0.00		
22-01409	11/03/22 OFFICE SUPPLIES	Open	532.45	0.00		
22-01413	11/04/22 PD OFFICE SUPPLIES	Open	880.79	0.00		
22-01420	11/08/22 Office Supplies	Open	58.55	0.00		
			2,344.77			
03987	MAZZEO, NICHOLAS					
22-01459	11/15/22 REIMB CLOTHING ALLOWANCE	Open	358.66	0.00		
22-01520	11/23/22 MAZZEO CLOTHING ALLOW	Open	150.00	0.00		
			508.66			
03991	MALESZEWSKI, KRYSTIAN					
22-01519	11/23/22 REIMB CLOTHING ALLOWANCE	Open	673.58	0.00		
04008	GASTON, SCOTT					
22-01517	11/23/22 REIMB GASTON MEAL TRAINING	Open	100.40	0.00		
Total Purchase Orders: 96			Total P.O. Line Items: 0	Total List Amount: 3,052,651.07	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	2-01	3,004,040.65	0.00	3,004,040.65	0.00	0.00	3,004,040.65
CAPITAL FUND	C-04	9,752.20	0.00	9,752.20	0.00	0.00	9,752.20
BOA ESCROW ACCOUNT	E-08	3,269.00	0.00	3,269.00	0.00	0.00	3,269.00
OTHER TRUST ACCOUNT	T-03	34,839.22	0.00	34,839.22	0.00	0.00	34,839.22
DOG TRUST ACCOUNT	T-12	350.00	0.00	350.00	0.00	0.00	350.00
OPEN SPACE TRUST	T-14	400.00	0.00	400.00	0.00	0.00	400.00
Year Total:		35,589.22	0.00	35,589.22	0.00	0.00	35,589.22
Total of All Funds:		3,052,651.07	0.00	3,052,651.07	0.00	0.00	3,052,651.07