

**AGENDA  
PUBLIC MEETING  
BOROUGH OF MONTVALE  
Mayor and Council Meeting  
March 10, 2020  
Budget Meeting to Commence 6:00 P.M.  
Meeting to Commence 7:30 P.M.  
(No Closed/Executive Session)**

**ROLL CALL:**

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

**PROCLAMATION:** Girl Scout Week March 8-14, 2020

**ORDINANCES:**

**PUBLIC HEARING ORDINANCE NO. 2020-1477** AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 & ORDINANCE NO. 2019-1469 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

**PUBLIC HEARING ORDINANCE NO. 2020-1478**

AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTERS 56 AND 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE AND/OR SUPPLEMENT THE SUBMISSION REQUIREMENTS FOR SUBDIVISION AND SITE PLAN APPROVAL

**INTRODUCTION ORDINANCE NO. 2020-1479** AN ORDINANCE AUTHORIZING THE BOROUGH OF MONTVALE TO ACQUIRE CERTAIN REAL PROPERTY KNOWN AS 26 NORTH KINDERKAMACK ROAD, MONTVALE, NEW JERSEY, IDENTIFIED AS BLOCK 1601, LOT 7, PURSUANT TO THE LOCAL LANDS AND BUILDINGS LAW, N.J.S.A. 40A:12-1, ET SEQ.

(Public Hearing March 31, 2020)

**MEETING OPEN TO PUBLIC:**

Agenda Items Only

**MEETING CLOSED TO PUBLIC:**

Agenda Items Only

**MINUTES:**

February 25, 2020

**MINUTES CLOSED/EXECUTIVE SESSION:**

February 25, 2020

**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.

65-2020 A Resolution Authorizing a Two-Year Extension of a Contract with New Jersey Elevator Inspection Agency for Elevator Inspection Services Pursuant to N.J.S.A. 40A:11-15

66-2020 A Resolution Authorizing the Borough of Montvale Police Department to Apply, Enroll and Participate in the Department of Defense Law Enforcement Support Office ("LESO") 1033 Program to Enable the Montvale Police Department to Request and Acquire Excess Department of Defense Equipment

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

67-2020 Authorize Hiring /Part-Time Fire Prevention Inspector / Samuel Antoshak

68-2020 Requesting County of Bergen To Provide Road Improvements To Chestnut Ridge Road within the Borough of Montvale

69-2020 Requesting County of Bergen To Provide Road Improvements Kinderkamack Road & East Grand Avenue within the Borough of Montvale

**BILLS:**

**REPORT OF REVENUE:**

**COMMITTEE REPORTS:**

**ENGINEER'S REPORT:**

Andrew Hipolit

Report/Update

- a. Street Sign/Notification/Welcome To Montvale/Recommendation
- b. Proposal Environmental Services 26 North Kinderkamack Road/Property Acquisition
- c. Proposal Engineering Services/Professional Engineering & Construction Inspection Observation Services 2020 Roadway Improvement Program

**ATTORNEY REPORT:**

Joe Voytus, Esq.

Report/Update

**UNFINISHED BUSINESS:**

None.

**NEW BUSINESS:**

None.

**COMMUNICATION CORRESPONDENCE:**

None.

**MEETING OPEN TO THE PUBLIC:**

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

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

**MEETING CLOSED TO THE PUBLIC:**

**ADJOURNMENT:**

The next Meeting of the Mayor and Council will be held March 31, 2020 at 7:30 p.m.

**BUDGET INTRODUCTION:**

March 31<sup>st</sup>, 2020

**BUDGET PUBLIC HEARING:**

April 28<sup>th</sup>, 2020

\*\*\*\*\*Disclaimer\*\*\*\*\*

Subject To Additions And/Or Deletions



## *Borough of Montvale*

### **PROCLAIMING: Girl Scout Week March 8-14, 2020**

#### **and the Importance of Girls' Leadership Development**

**Whereas,** Girl Scouts of America is a vital organization for girls who are growing up, enabling them to develop self-esteem and leadership skills and providing an atmosphere for friendship; and

**Whereas,** the Girl Scout program not only reflects the enduring values and standards that have been part of the organization since founded in 1912, by Juliette Gordon Low whose life mission was to build girls of courage, confidence, and character and through her legacy continues to have an extraordinary influence on the lives of millions of girls across the country; and

**Whereas,** Girl Scouts of America, through continuous programs and troop meetings for girls of all ages, provides members with a bridge to the future by developing good citizenship, teaching important skills, encouraging career exploration and increasing world understanding; and

**Whereas,** today, more than 59 million American women are Girl Scout alumnae and 2.5 million girls and adult volunteers are active members and, here in Montvale, New Jersey there are over 261 girls and 152 adult members.

**NOW, THEREFORE,** the Borough Council and I, Michael N. Ghassali by virtue of the authority vested in me as Mayor of the Borough of Montvale, County of Bergen, State of New Jersey, do hereby applaud the Girl Scout Movement and Girl Scouts of Northern New Jersey, and recognize Girl Scout Week as the week of March 8-14, 2020, in celebration and recognition of the girl-led, all girl space where girls thrive and develop their talents and leadership skills.

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Michael N. Ghassali, Mayor

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Date

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

**ORDINANCE NO. 2020-1477**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 25<sup>th</sup> day of February 2019, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 10<sup>th</sup> day of March 2020 at 7:30 pm or as soon thereafter as said matter can be reached, at which time and place all persons who may be interested therein will be given an opportunity to be heard concerning same.

Maureen Iarossi Alwan, Municipal Clerk  
Borough of Montvale

**AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 & ORDINANCE NO. 2019-1469 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY**

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

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

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

Title		2020 Salary Range	
1.	Borough Administrator (PT)	\$48,000 -	55,000
2.	Safety Director	\$6,000 -	8,000
3.	Chief Financial Officer (PT)	\$18,000 -	25,000
4.	Municipal Clerk (PT)	\$70,000 -	101,000
5.	Deputy Municipal Clerk (PT)	\$40,000 -	55,000
6.	Floater/ Admin. Assistant to Administrator	\$40,000 -	50,000
7.	Tax Collector (PT)	\$53,000 -	70,000
8.	Tax Assessor	\$33,000 -	40,000
9.	Treasurer/Purchasing Agent	\$75,000 -	88,000
10.	Deputy Treasurer	\$51,000 -	63,000
11.	Accounts Payable Clerk	\$40,000 -	45,000

Title		2019 Salary Range	
12.	Secretary, Planning Board/Land Use Admin. (PT)	\$70,000	90,000
13.	Planning Board Secretary Special Meetings	\$45 -	\$60/hour
14.	Board Secretary, Clerical/Recording	\$130 -	\$150
15.	Office Manager (PT)	\$4,000 -	7,000
16.	Registrar Vital Statistics	\$800 -	1,200
17.	Deputy Registrar Vital Statistics	\$250 -	600
18.	Construction Code Official	\$35,000 -	50,000
19.	Building Sub Code Official	\$35,000 -	50,000
20.	Building Inspector	\$25 -	\$55/hour
21.	Zoning Officer	\$8,000 -	11,000
22.	Property Maintenance Officer	\$2,900 -	5,000
23.	Construction Dept. Control Person	\$40,000 -	65,000
24.	Plumbing Sub Code Official	\$ 22,000 -	30,000
25.	Plumbing Inspector	\$25 -	\$50/hour
26.	Fire Sub Code Official	\$14,000 -	18,000
27.	Fire Sub Code Official special inspections	\$25 -	\$50/hour
28.	Electrical Sub Code Official	\$35,000 -	46,000
29.	Electrical Sub Code Official special inspections	\$25 -	\$50/hour
30.	Fire Prevention Official	\$20,000 -	43,000
31.	Fire Inspector/ Senior/Deputy Fire Official	\$7,600 -	24,000
32.	Municipal Court Administrator	\$65,000 -	77,000
33.	Deputy Municipal Court Administrator	\$49,000 -	59,000
34.	Court Security	\$20 -	\$27/hour
35.	Violations Clerk	\$38,000 -	43,000
36.	Police Secretary	\$40,000 -	46,000
37.	Administrative Assistant for Police Chief	\$50,000 -	60,000
38.	Emergency Mgmt. Coordinator	\$5,000 -	7,000
39.	Deputy Emergency Mgmt. Coordinator	\$3,000 -	6,000
40.	Library Director	\$80,000	97,000
41.	Library – Library Adult Services	\$40,000 -	61,000
42.	Library (PT)	\$13 -	\$50/hour
43.	Library (PT) meetings	\$120 -	\$225/mtg
44.	Facilities Building & Property Inspector	\$25,000 -	31,000
45.	Director, Public Assistance	\$5,000 -	8,000
46.	Director of Recreation	\$50,000 -	\$61,000

47.	Van Drivers (PT)	\$20 - \$25/hour
48.	Station Technicians (PT)	\$15 - \$20/hour
49.	Booker Cable Access TV	2,000 - 5,000
50.	Archivist Records Manager/D.A.R.M.	\$25 - \$28/hour

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

Title		2019 Salary Range
A.	Municipal Judge	\$38,000 - 42,000
B.	Mayor	\$8,000 - 10,000
C.	Councilpersons (each)	\$6,000 - 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		2019 Salary Range
A.	Chief	\$197,000 - 225,850
B.	Captain	\$171,000 - 204,000
C.	Lieutenant (Base Wage)	\$156,032 - 159,152
D.	Sergeants (Base Wage)	\$145,197 - 148,101
E.	Detective – Additional per year	\$400 - 2,100
F.	Juvenile Officer – Addt'l per year	\$400 -
G.	Asst. Juvenile Officer – Addt'l per year	\$350 -
H.	Special Police Officer Class III	\$40,000 - 51,000
I.	Special/Auxiliary Police	\$20/hour - \$25/hour
J.	School Cross Guard/Police Matrons	\$20/hour - \$25/hour

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

<b>Police Officers Schedule (Base Wage Each) Per Contract hired AFTER January 1, 2005</b>		
0-6 months	\$44,236 -	45,121
6 months - 1 year	\$50,664 -	51,677
1 - 2 years	\$57,091 -	58,233
2 - 3 years	\$69,943 -	71,342
3 - 4 years	\$82,797 -	84,452
4 - 5 years	\$95,648 -	97,562
5 - 6 years	\$108,501 -	110,671
6 - 7 years	\$121,356 -	123,783
7 - 8 years	\$134,208 -	136,892

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

<b>Years of Service</b>	<b>Officers Hired BEFORE January 1, 2005</b>	<b>Officers Hired AFTER January 1, 2005</b>
After four (4) years	1%	-
After six (6) years	2%	-
After eight (8) years	3%	1%
After ten (10) years	4%	2%
After twelve (12) years	5%	3%
After fourteen (14) years	6%	4%
After sixteen (16) years	7%	5%
After eighteen (18) years	8%	6%
After twenty (20) years	-	7%
After twenty-two (21) years	-	8%
After twenty-three (23) years	9%	9%

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

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

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

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

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

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

**SECTION 6.** This ordinance shall be operative as of January 1, 2020, and salaries paid shall be adjusted in accordance with the terms of this ordinance.

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



**SECTION 8.**  
provided by Law.

This ordinance shall take effect immediately upon publication in the manner

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MICHAEL GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC  
Municipal Clerk

\_\_\_\_\_

INTRODUCED: 2-25-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 3-10-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

**BOROUGH OF MONTVALE  
ORDINANCE NO. 2020-1478**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 25<sup>th</sup> day of February 2020, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 10<sup>th</sup> day of March 2020, 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 OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTERS 56 AND 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE AND/OR SUPPLEMENT THE SUBMISSION REQUIREMENTS FOR SUBDIVISION AND SITE PLAN APPROVAL**

**WHEREAS**, the Borough of Montvale Planning Board is desirous of updating its formal submission requirements related to applications for subdivision and site plan approval; and

**WHEREAS**, the Planning Board has requested that the Governing Body adopt an ordinance setting forth all submission requirements, so that applicants are on notice of the documents that must be prepared in order to be able to submit a complete application.

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

**Section 1.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-20 in its entirety and replacing it as follows:

**§56-20          Minor Subdivision Plat Requirements.**

An applicant for minor subdivision approval shall submit the following along with the application:

A. The minor subdivision application shall be accompanied by 5 large copies (at least 24 inches by 36 inches but no more than 30 inches by 42 inches) and 17 half-size copies of a minor subdivision plat and one digital PDF copy (via email, CD, or thumb drive) of the plat and any other documents required below. The minor subdivision plat shall be accurately drawn, based on a survey within the past two years, to a scale of not less than one-inch equals 50 feet. The following information shall be provided on the minor subdivision plat:

- (1) Name and address of the applicant.
- (2) Name of subdivision, if different from that of the applicant.
- (3) Name of record owner, if other than the applicant.

- (4) Lot and block designation of the property.
- (5) Name, address, license number, and seal of the person, firm, or organization preparing the plat.
- (6) North arrow.
- (7) Written and graphic scales.
- (8) Date prepared with all subsequent revisions noted on the plat.
- (9) Review Block for signature of Board Engineer, Board Secretary, and Chairperson.
- (10) A key map showing the location of the tract with reference to the surrounding area showing the lot and block number(s) of the tract, 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.
- (11) An aerial photograph with the tract boundaries to evaluate effects upon existing vegetation and surrounding land uses.
- (12) The boundaries of the tract shall be clearly identified by a heavy solid line. Any subdivision line(s) shall be clearly identified and labeled.
- (13) The lot area of the existing lot(s) of the entire tract calculated in acres and the lot area of the proposed lots calculated in square feet and acres. This shall include the total number of lots proposed.
- (14) The existing zoning of the property and on all adjacent lands.
- (15) Tabulation of all applicable zone district bulk requirements with a comparison to the existing and proposed conditions on all proposed lots. All calculations to determine bulk regulations shall be provided (i.e. lot coverage, building height, floor area ratio, etc.).
- (16) List of all variances and waivers/exceptions being sought by the Applicant.
- (17) The location and the lot and block numbers of all proposed lots verified by the Borough Tax Assessor.
- (18) The location of all existing structures, wooded areas, existing watercourses, rock outcrops, depressions, lakes and ponds, and any other significant environmentally sensitive or natural terrain within the entire tract and within 200 feet thereof.
- (19) The location of existing wells and septic systems on site and within 100 feet of the tract.
- (20) The location of all trees exhibiting a diameter of four or more inches, measured at 12 inches above the ground.
- (21) A delineation of all trees having a diameter of four or more inches proposed to be removed from the new lot being created, measured at 12 inches above the ground.

- (22) Metes and bounds of all property lines of the entire tract and the new lot(s) being created.
  - (23) Location of all existing railroad bridges, culverts, drainage pipes, underground storage tanks, rights-of-way, fences, and buildings.
  - (24) Drawings of all existing and proposed drainage and utility layouts.
  - (25) Location of the required building envelopes with front, rear, and side yard setback dimensions on each proposed lot.
  - (26) Location of any wetland areas and associated 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.
  - (27) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary.
  - (28) Existing topography shown at five-foot intervals interpolated for United States Coast and Geodetic Survey map for the entire tract. Additionally, all lands with a topographic slope of 15% or greater in its natural state shall be separately designated on the topographic map of the tract as well as any other area of the tract identified as steep slopes in the Ordinance.
  - (29) Plans illustrating all proposed streets with the following information:
    - (a) Street centerline plan and profiles.
    - (b) Street centerline curve data including central angle, tangent distance, radius, arc length, chord distance, and chord bearing.
    - (c) Right-of-way dedication and improvement, if applicable.
    - (d) Sight triangle easements, if applicable.
  - (30) Location and width of all existing and proposed easements, including utilities, drainage, and access. The area of all proposed easements shall be provided in square feet.
  - (31) 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.
- B. 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 Section 104.4 shall be submitted.
- C. Stormwater management plan, 3 copies.
- D. Environmental Impact Statement in accordance with Article X of Chapter 56.

- E. Plans meeting the requirements of the Map Filing law if a map rather than deeds are to be filed with the Bergen County Clerk's office.

**Section 2.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-26 in its entirety and replacing it as follows:

**§56-26 Preliminary Major Subdivision Submission Requirements.**

An applicant for preliminary major subdivision approval shall submit the following along with the application:

- A. The Preliminary Major Subdivision application shall be accompanied by 5 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 proposed subdivision, and all the documentation listed below. The proposed subdivision shall be accurately drawn to a scale of not less than one-inch equals 50 feet and certified by a licensed professional engineer and land surveyor as to the existing features and boundaries. The subdivision plat shall be in conformance with the Map Filing Law, P.L. 1960, c. 141, (N.J.S.A. 46:23-9.9 et seq.). All design features shall be prepared by a licensed professional engineer.
- B. Preliminary plat details. The preliminary major subdivision plan shall contain the following:
- (1) Title of development.
  - (2) North arrow.
  - (3) Graphic scale and reference meridian.
  - (4) Lot and block number(s), which shall appear on each Sheet in the Title Block as well as on the plans.
  - (5) Address of property.
  - (6) Name and address of record owner.
  - (7) Name and address of applicant, if other than the record property owner.
  - (8) Name, address, license number, and seal of the person preparing the subdivision.
  - (9) If the owner of the premises is other than an individual, the name and address of the partners or officers of the entity making the submission.
  - (10) Certification of owner, if other than the applicant, authorizing submission.
  - (11) Date prepared with all subsequent revisions noted on the plat.
  - (12) A key map showing the location of the tract with reference to the surrounding area showing the lot and block number(s) of the tract, 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.

- (13) An aerial photograph with the tract boundaries to evaluate effects upon existing vegetation and surrounding land uses.
- (14) All distances shall be in feet and decimals of a foot and all bearings shall be given to the nearest 10 seconds.
- (15) The names, as shown on current tax records, of all owners within 200 feet of the subdivision, together with the lot and block numbers of the said property.
- (16) The boundaries of the tract shall be clearly identified by a heavy solid line. Any subdivision line(s) shall be clearly identified and labeled.
- (17) The existing lot area of the existing lot(s) of the entire tract calculated in acres and the lot area of the proposed lots calculated in square feet and acres. This shall include the total number of lots proposed.
- (18) The existing zoning of the property and on all adjacent lands.
- (19) 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.)
- (20) Location of the required building envelopes with front, rear, and side yard setback dimensions on each proposed lot.
- (21) List of all variances and waivers/exceptions being sought by the Applicant.
- (22) The location and the lot and block numbers of all proposed lots verified by the Borough Tax Assessor.
- (23) Survey data showing boundaries of the property, building, or setback lines and lines of existing and proposed streets, lots, reservations, easements, and areas dedicated to the public use, including grants, restrictions, and rights-of-way. The area of all proposed easements shall be provided in square feet.
- (24) Reference to any existing or proposed covenants, deed restrictions, or exceptions covering all or part of any parcel. A copy of such covenants, deed restrictions, or exceptions shall be submitted with the application.
- (25) The distances, measured along the right-of-way lines of existing streets abutting the property, to the nearest intersections with other public streets.
- (26) Location of all existing and proposed buildings and all other structures, including walls, fences, culverts, bridges, underground storage tanks, fences, and driveways, with spot elevations at the corners of such buildings and structures. Structures to be removed shall be indicated by dashed lines; structures to remain shall be indicated by solid lines.

- (27) Location of existing wells and septic systems on site and within 100 feet of the tract.
- (28) Location of all existing and proposed storm drainage structures and utility lines, whether publicly or privately owned, with pipe sizes, grades and directions of flow, locations of inlets, manholes or other appurtenances and appropriate invert and other elevations. If any existing utility lines are underground, the estimated location of said utility lines shall be shown. Included shall be plans and profiles of storm drains, sanitary sewers, water mains and other structures.
- (29) Grading plan illustrating existing and proposed contours with a contour interval of no less than two feet. Existing contours are to be indicated by dash lines; and proposed contours are to be indicated by solid bold lines. All contour elevations shall be referenced to the United States Coast and Geodetic Survey level benchmarks, and such elevations shall be shown in feet and hundredths of a foot. Additionally, any lands with a topographic slope of 10% to 15%, 15% to 20%, or 20% or greater in its natural state shall be separately designated on the topographic map of the tract and a breakdown of steep slope square footage and percentages provided for existing and proposed grading.
- (30) Location of existing rock outcrops, high points, watercourses, depressions, lakes and ponds, marshes, wooded areas, and other significant existing environmentally sensitive or natural features within the entire tract and within 100 feet thereof.
- (31) Location of any flood hazard areas with delineation and elevation of the 100-year flood boundary, as determined by survey.
- (32) Location of all trees exhibiting a diameter of four or more inches, measured 12 inches above the ground, including a table listing all trees by size (dbh) and species.
- (33) A delineation of all trees having a diameter of four or more inches proposed to be removed from the new lot being created, measured 12 inches above the ground, including a table listing all trees by size (dbh) and species.
- (34) Location of any wetland areas and associated 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.
- (35) All proposed streets and street names, with profiles, indicating the grading; and cross sections showing width of roadway, location and width of sidewalks and location and size of utility lines conforming to the Borough standards and specifications. Proposed final grades of all streets shall be shown to a scale of one inch equals five feet vertical and one inch equals 50 feet horizontal on sheets 22 inches by 36 inches, and drawings shall include both plans and profiles and shall show elevations of all monuments referred to United States Coast and Geodetic Survey level bench marks, and such elevations shall be shown in feet and hundredths of a foot.
- (36) The location of all existing and proposed water lines, valves and hydrants, and all sewer lines. The location of all existing and proposed inverts for the sewer lines.

- (37) Existing and proposed stormwater drainage systems. All plans shall be accompanied by a plan sketch showing all existing drainage within 500 feet of any boundary and all areas, such as paved areas, grassed areas, wooded areas and any other surface area contributing to the calculations, and showing methods used in the drainage calculations.
  - (38) Any lands subject to the Farmlands Assessment Act of 1964 shall be duly noted as to the valuation, assessment, and taxation.
  - (39) A chart showing the designation of all lines, symbols, and characters as demonstrated on the plan.
  - (40) Appropriate signature blocks for the required approving authority's signature.
  - (41) 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.
  - (42) Appropriate details to Borough, County, and State standards including, but not limited to, sidewalks, curbs, paving, street signs, drainage, etc.
  - (43) Locations, size, and details of all existing and proposed signs.
  - (44) Lighting plans, including location, type, wattage, height, and isolux lines.
  - (45) Details of traffic control devices with direction of traffic flow.
  - (46) Location of fire lanes and other parking restrictions.
  - (47) Location of solid waste storage and screening means.
  - (48) Location of any area(s) proposed to be used for snow removal equipment staging and/or the temporary storage of snow,
  - (49) Such other information or data as may be required by the approving authority or the County Planning Board for determination that the details of the subdivision are in accordance with the standards of this Chapter, the Zoning Ordinance and all other applicable laws, ordinances or resolutions.
- C. Name, phone number, email address, license number of the Architect, Landscape Architect, Planner, and Traffic Engineer, if applicable.
- D. 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 Section 104-4 shall be submitted.
- E. A statement accompanying the preliminary major subdivision plan detailing the type of structures to be constructed, approximate start and completion date of construction, and if the development is proposed in phases, a phasing plan shall be submitted.



F. Environmental Impact Statement in accordance with Article X of Chapter 56.

**Section 3.** Chapter 56 of the Borough Code is hereby amended by deleting the text of §56-33 in its entirety and replacing it as follows:

**§56-33 Final Major Subdivision Submission Requirements and Details.**

An applicant for final major subdivision approval shall submit the following along with the application:

- A. The Final Major Subdivision application shall be accompanied by 5 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 copy PDF copy (via email, CD, or thumb drive) of the proposed final subdivision and all the required documents below. The plat shall not differ substantially from the approved preliminary plat.
- B. The final plat shall be drawn at a scale of not less than one-inch equals 50 feet and in compliance with all the provisions of the Map Filing Law, P.L. 1960, c. 141, (N.J.S.A. 46:23-9.9 et seq.). The final plat shall show or be accompanied by the following:
  - (1) Information sufficient to demonstrate that all conditions of preliminary approval and additional details at the time of preliminary approval, if previously granted, have been satisfied.
  - (2) The date, name, property address and Block and Lot of the subdivision, name of the owner, graphic scale, and reference meridian.
  - (3) The tract boundary lines, right-of-way lines of streets, street names, easements and other rights-of-way, land to be reserved or dedicated to public use, all lot lines and other site lines; the accurate dimensions, bearings and deflection angles and radii arcs and central angles of all curves; the area of each lot.
  - (4) The names, exact locations and widths of all existing and recorded streets intersecting or parallel to the plot boundaries within a distance of 200 feet.
  - (5) The purpose of any easement or land reserved or dedicated to public use shall be designated, and the proposed use of sites, other than residential, shall be noted.
  - (6) The proposed lot, block and street numbers on the tract, including lot and block numbers of abutting properties.
  - (7) The location and description of all monuments.
  - (8) The names of owners of adjoining unsubdivided lands.
  - (9) When approval of a plat is required by any other officer or body of any municipality, county, or state, such approval shall be certified on the plat or evidence shall be submitted that application has been made for such approval.

- (10) Appropriate details to Borough, County, and State standards, including, but not limited to, sidewalks, curbs, paving, street signs, drainage, etc.
  - (11) Such additional requirements as the approving authority may deem reasonably necessary to accomplish the intent and purpose of this Chapter.
- C. A certification by a licensed engineer or land surveyor as to the accuracy of the details of the plat.
  - D. Certification and will serve letters from water, sewer, electric, and gas utilities.
  - E. Four (4) copies and one digital PDF copy (via email, CD, or thumb drive) of all deeds with metes and bounds description for proposed easement dedications including dedication of additional road right-of-way.
  - F. A certification that the Applicant is the agent or owner of the land or that the owner has given consent.
  - G. A certificate from the Tax Collector that all taxes and municipal assessments are paid as of the date of application.
  - H. Written proof that the lands set aside or shown for easement, public use or streets are free and clear of all liens and encumbrances.
  - I. Copies of completed and submitted applications to the Bergen County Planning Board and Bergen County Soil Conservation District, if applicable.
  - J. Written verification of proposed tax lot number(s) from Borough Tax Assessor.

**Section 4.** Chapter 128 of the Borough Code is hereby amended by deleting the text of §128-8.7 in its entirety, and replacing it as follows:

**§128-8.7 Sketch Plat Submission Requirements.**

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

- A. The applicant shall submit 5 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 §128-8.9 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 §128-8.9 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 no 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 waterlines.
- (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 measures 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 Section 104.4 shall be submitted.

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

**Section 5.** Chapter 128 of the Borough Code is hereby amended by deleting the text of §128-8.9 in its entirety and replacing it as follows:

**§128-8.9 Preliminary Site Plan Submission Requirements; 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 5 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 §128-8.9 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:**

- (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 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, 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 waterlines, 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 includes 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 Section 104.4 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 XVII of Chapter 128.
- 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, 3 copies.

**Section 6.** Chapter 128 of the Borough Code is hereby amended and supplemented by adding a new §128-8.9.1 as follows:

**§128-8.9.1 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 §128-8.9, 5 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.

**Section 7. 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 8. Effective date.**

This Ordinance shall take effect immediately upon adoption and publication according to law.

**Section 9. 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.

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

ATTEST:

MAUREEN IAROSHI-ALWAN, RMC  
Municipal Clerk

INTRODUCED: 2-25-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 3-10-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

**BOROUGH OF MONTVALE  
ORDINANCE NO. 2020-1479**

**NOTICE IS HEREBY GIVEN** that the following Ordinance was introduced and passed on the first reading at the regular meeting of the Mayor and Council on the 10<sup>th</sup> day of March 2020, and that said Ordinance will be taken up for further consideration for final passage at a regular meeting of the Mayor and Council to be held on the 31st day of March 2020, 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 AUTHORIZING THE BOROUGH OF MONTVALE TO ACQUIRE CERTAIN REAL PROPERTY KNOWN AS 26 NORTH KINDERKAMACK ROAD, MONTVALE, NEW JERSEY, IDENTIFIED AS BLOCK 1601, LOT 7, PURSUANT TO THE LOCAL LANDS AND BUILDINGS LAW, N.J.S.A. 40A:12-1, ET SEQ.**

**WHEREAS**, N.J.S.A. 40A:12-5 authorizes municipalities to acquire real property by way of purchase; and

**WHEREAS**, in order to effect such a purchase, a municipality must adopt an ordinance authorizing same; and

**WHEREAS**, the Governing Body of the Borough of Montvale has deemed it necessary and advisable to acquire certain real property in the Borough known as 26 North Kinderkamack Road, and identified as Block 1601, Lot 7 on the Official Tax Map of the Borough (the "Property"); and

**WHEREAS**, a valuation of the Property was completed on or about December of 2019, setting forth the fair market value of the Property as of the date thereof at \$414,000; and

**WHEREAS**, the Borough subsequently issued a Letter of Intent to the Owner of the Property, which was accepted by the Seller and its attorney; and

**WHEREAS**, the funding for the purchase of the Property shall come from the Borough's Affordable Housing Trust Fund, and the purchase shall be conditioned upon the Borough obtaining approval from the Borough's Planning Board to convert the Property into a two-family home for affordable housing purposes; and

**WHEREAS**, the Borough Council has determined that it is in the best interests of the Borough of Montvale to acquire the Property for the purposes set forth herein.

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

**Section 1.** The Mayor, Borough Clerk and all other appropriate officials, consultants, agents and employees of the Borough are hereby directed, authorized and empowered to execute all documents, and to take all steps necessary and appropriate to acquire, by way of negotiated purchase, the real property known as 26 North Kinderkamack Road, Montvale, New Jersey,

identified as Block 1601, Lot 7 on the Official Tax Map of the Borough, consistent with the terms of the Letter of Intent for Purchase of Real Property dated December 30, 2019 to Dr. William Greco from the Borough Attorney's office.

**Section 2.** The Borough Council hereby confirms its approval of the fair market value of the Property of \$414,000.00 as of the date of the adoption of this Ordinance.

**Section 3.** This purchase is authorized by the provisions of the Local Lands and Buildings Law, and specifically N.J.S.A. 40A:12-5, which permits a municipality, by ordinance, to purchase any real property.

**Section 4.** 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 5.** 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.** This Ordinance shall take effect immediately.

\_\_\_\_\_  
MIKE GHASSALI, Mayor

ATTEST:

MAUREEN IAROSSO-ALWAN, RMC  
Borough Clerk

INTRODUCED: 3-10-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

ADOPTED: 3-31-2020

Councilmember	Yes	No
Arendacs		
Curry		
Koelling		
Lane		
Roche		
Russo-Vogelsang		

**MINUTES  
WORK SESSION**

The Work Session Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:35pm. 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 Curry  
Councilmember Koelling

Councilmember Lane  
Councilmember Roche  
Councilmember Russo-Vogelsang

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

**ORDINANCES:**

**INTRODUCTION ORDINANCE NO. 2020-1477** AN ORDINANCE TO AMEND ORDINANCE NO. 2019-1466 & ORDINANCE NO. 2019-1469 TO PROVIDE FOR AND DETERMINE THE RATE, AMOUNT AND METHOD OF PAYMENT OF COMPENSATION TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MONTVALE, COUNTY OF BERGEN AND STATE OF NEW JERSEY

(Public Hearing March 10<sup>th</sup>)

A motion to Introduce Ordinance **2020-1477** for first reading was made by Councilmember Russo-Vogelsang; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Ridgewood News; seconded by Councilmember Koelling - A roll call was taken – all ayes

**INTRODUCTION ORDINANCE NO. 2020-1478** AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTERS 56 AND 128 OF THE CODE OF THE BOROUGH OF MONTVALE TO REVISE AND/OR SUPPLEMENT THE SUBMISSION REQUIREMENTS FOR SUBDIVISION AND SITE PLAN APPROVAL

(Public Hearing March 10<sup>th</sup>)

A motion to Introduce Ordinance **2020-1478** for first reading was made by Councilmember Russo-Vogelsang; seconded by Councilmember Lane; Clerk read by title only; Councilmember Lane made a motion that this ordinance be passed on first reading and advertised in The Ridgewood News; seconded by Councilmember Koelling - A roll call was taken – all ayes

**MINUTES:**

February 11, 2020

A motion to accept the minutes by Councilmember Lane; seconded by Councilmember Koelling - all ayes with exception of Councilmember Koelling and Russo-Vogelsang abstaining

**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.

**56-2020 A Resolution Approving the Montvale Public, Educational & Governmental Access Kit**

**WHEREAS**, the Borough of Montvale offers residents the opportunity to place video content on Montvale's Public, Educational & Governmental Access Channel; and

**WHEREAS**, the Borough has created a Public, Educational & Governmental Access Kit to: 1) provide information to residents concerning the program; 2) establish rules and regulations governing the use of the Access Channel and the Borough's facilities; and 3) adopt forms for use in connection with the use of the Access Channel; and

**WHEREAS**, a copy of this Access Kit is attached hereto and expressly made a part hereof.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Montvale does hereby adopt the attached Montvale Public, Educational & Governmental Access Kit as the official document governing public use of the Borough's Access Channel.

**57-2020 A Resolution Rejecting All Bids Received and Authorizing a Negotiated Procurement Process Pursuant to N.J.S.A. 40A:11-5(3) for the Senior Center Bathroom Renovations Project**

**WHEREAS**, the Borough of Montvale did twice publicly advertise for bids for the project entitled "Senior Center Bathroom Renovations"; and

**WHEREAS**, in response to the first solicitation, nine (9) bids were received, with the lowest bid being \$193,000.00; and

**WHEREAS**, the Borough did reject all bids and authorize a re-bid, due to all bids being unreasonable as to price based upon the engineer's estimate for this work; and

**WHEREAS**, in response to the second solicitation, four (4) bids were received, with the lowest bid being \$191,100, which is not reasonable as to price based upon the engineer's estimate for this work; and

**WHEREAS**, the Borough of Montvale has now twice solicited public bids for this project, without receiving any bids that were reasonable as to price based upon the engineer's estimate for this work; and

**WHEREAS**, pursuant to N.J.S.A. 40A:11-5(3), after two unsuccessful attempts at obtaining reasonably-priced bids under a public bidding process, municipalities are authorized and empowered to negotiate and award a contract subject to certain requirements set forth in the applicable statute; and

**WHEREAS**, the Borough Engineer has requested that the Governing Body authorize a negotiated procurement process for this project, which will be subject to approval of any contract by adoption of a resolution of two-thirds of the full membership of the Governing Body; and

**WHEREAS**, the Governing Body is desirous of authorizing the Borough Engineer to solicit and negotiate a potential contract for this project with the assistance of the Borough Attorney.

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

1. All bids received in response to the second solicitation for the "Senior Center Bathroom Renovation" Project are hereby rejected for being unreasonable as to price based upon the engineer's estimate for this Project.
2. The Borough Engineer is hereby authorized to proceed with negotiations with prospective contractors for this Project with the assistance of the Borough Attorney.
3. The negotiation process shall comply in all respects with the requirements of the Local Public Contracts Law, and specifically N.J.S.A. 40A:11-5(3).

4. The final contract negotiated by the Borough Engineer shall be presented to the Governing Body for approval by a two-thirds vote of the full membership of the Governing Body

**59-2020 Resolution Authorizing Person-To-Person Transfer/Plenary Retail Consumption License/Paulter Inc./T/A Aldo & Gianni Ristorante To: ERA Hospitality, LLC/Advertising Completed**

**WHEREAS**, an application has been filed for a Person-to-Person Transfer of Plenary Retail Consumption License Number 0236-33-004-008, heretofore issued to Paulter, Inc., currently a Pocket License; and

**WHEREAS**, the submitted application form was complete with the exception of the newspaper publication, the transfer fees have been paid, and the license has been properly renewed for the current license term;

**WHEREAS**, the applicant is qualified to be licensed according to all standards established by Title 33 of the New Jersey Statutes, regulations promulgated thereunder, as well as pertinent local ordinances and conditions consistent with Title 33;

**WHEREAS**, the applicant has disclosed and the issuing authority reviewed the source of all funds used in the purchase of the licensed business and all additional financing obtained in connection with the license business;

**WHEREAS**, advertising requirements have been satisfied which are attached to the original of this resolution and no objections to the transfer were submitted to the Municipal Clerk; and

**BE IT RESOLVED**, that the Borough of Montvale Governing Body does hereby approve, effective February 25, 2020 the transfer of the aforesaid Plenary Retail Consumption License to ERA Hospitality, LLC, and does hereby direct the Municipal Clerk to endorse the license certificate to the new ownership as follows: "This license, subject to all its terms and conditions, is hereby transferred to ERA Hospitality, LLC, effective February 25, 2020."

**NOW, THEREFORE BE IT RESOLVED**, the Municipal Clerk shall forward a certified copy of this resolution to Shaquana Black, Official of the ABC and Bart Mongelli, Esq, of DeCotis, FitzPatrick, Cole & Giblin, LLP on behalf of ERA Hospitality, LLC.

**60-2020 Emergency Temporary Appropriations**

**WHEREAS**, an emergent condition has arisen with respect to certain budget appropriations and no adequate provision has been made in the 2020 temporary budget, and N.J.S.A. 40A:4-20 provides for the creation of emergency temporary appropriations for said purpose; and

**WHEREAS**, the total emergency temporary resolutions adopted in the year 2020 pursuant to the provisions of N.J.S.A. 40A:4-20 (Chapter 96, P.L. 1951) including this resolution total:

Current Fund	\$1,076,754.00
--------------	----------------

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

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

Current Fund	\$1,076,754.00
--------------	----------------

2. That said emergency temporary appropriation (will be) provided in the 2020 budget;

3. That one certified copy of this resolution be filed with the Director of Local Government Services.

**CURRENT FUND**

General Appropriations

**BOROUGH OF MONTVALE****FEBRUARY 25, 2020**

## Operations - Within "CAPS"

Construction Code Officials

Other Expenses

\$1,000.00

Parks and Playground Maintenance

Other Expenses

1,000.00

## Statutory Expenditures:

Public Employees Retirement System

164,311.00

Police and Fire Employees Retirement System

910,443.00

\$1,076,754.00

**61-2020 Transfer Of Appropriations**

**WHEREAS**, certain transfer of funds for various 2019 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 2019 budget appropriations as follows:

	<u>FROM</u>	<u>TO</u>
<b><u>CURRENT FUND</u></b>		
General Appropriations		
Operations - Within "CAPS"		
Planning Board:		
Other Expenses	\$6,500.00	
Engineering Services and Costs:		
Other Expenses		6,500.00
	\$6,500.00	\$6,500.00
	=====	=====

**62-2020 Appointment Full Time Deputy Court Administrator/Pascack Joint Municipal Court/Pedro Rodrigues**

**WHEREAS**, the Pascack Joint Municipal Court is in need of a Deputy Court Administrator; and  
**WHEREAS**, Pedro Rodrigues meets the qualifications and has been approved by the Assignment Judge to perform the duties of this position; and

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey that the above-named individual is hereby appointed Deputy Court Administrator for the Pascack Joint Municipal Court effective March 1, 2020.

**63-2020 Authorize Release of Escrow/Block 2802/Lot 2/JPO Ventures**

**WHEREAS**, JPO Ventures (Vbarbershop), with offices located at 96 Merritt Drive, Oradell, NJ 07649 have requested release of escrow posted for Block 2802, Lot 2/COO1A; and

**WHEREAS**, the Borough Engineer and other Borough professionals take no exception to the release; and

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale hereby release to JPO Ventures in the amount of \$72.50; and

**BE IT FURTHER RESOLVED**, the Treasurer shall receive a copy of this resolution for processing.

Introduced by: Councilmember Lane; seconded by Councilmember Curry - a roll call was taken  
 - all ayes Councilmember Roche asked for resolution 58-2020 be taken off the consent resolution



**58-2020 A Resolution Supporting the Decision of the Borough of Park Ridge to Increase the LOSAP Payment for Members of the Tri-Borough Ambulance Corps in Accordance with the Consumer Price Index**

**WHEREAS**, the Borough of Park Ridge is the Lead Agency for the Tri-Boro Ambulance Corps, Inc., a New Jersey not for profit corporation comprised of volunteers who provide emergency ambulance service to the residents of the Boroughs of Montvale, Woodcliff Lake and Park Ridge; and

**WHEREAS**, the Borough of Montvale deems it appropriate and necessary to act to ensure retention of existing volunteer members and to provide incentives for recruiting new volunteer ambulance members; and

**WHEREAS**, by referendum held on November 2, 1999, the Borough of Park Ridge approved the creation of a Length of Service Awards Program ("LOSAP") which has enhanced and which will continue to enhance the ability of all three municipalities to retain and recruit volunteer ambulance corps members; and

**WHEREAS**, the Borough of Park Ridge, as the Lead Agency, has determined it to be appropriate to increase the maximum annual contribution for the LOSAP payments consistent with the increase in the consumer price index as permitted by law; and

**WHEREAS**, the Borough of Montvale would like to formally acknowledge its support of this increase.

**NOW, THEREFORE, BE IT RESOLVED** that the Borough of Montvale does hereby endorse and support an increase in the maximum annual LOSAP contribution consistent with the increase in the consumer price index as permitted by law and as proposed by the Borough of Park Ridge.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - a roll call was taken - all ayes with Councilmember Roche abstaining

**64-2020 RE: Authorizing the Execution of a Contract with Grec Co, LLC for the Purchase of 26 North Kinderkamack Road**

**WHEREAS**, the Borough of Montvale is desirous of purchasing certain real property located at 26 North Kinderkamack Road, Montvale, New Jersey (the "Property"), with funds set aside in the Affordable Housing Trust Fund, for the purpose of converting the Property into a two-family, deed-restricted affordable housing unit; and

**WHEREAS**, the Borough and the Property owner, Grec Co, LLC, have executed a Letter of Intent setting forth certain terms and conditions of the transaction, including a purchase price of \$414,000; and

**WHEREAS**, the Borough Attorney has negotiated the terms of a Contract for the purchase of the Property, consistent with the terms of the Letter of Intent previously executed.

**NOW, THEREFORE, BE IT RESOLVED** as follows:

The Mayor and Borough Clerk are hereby directed, authorized and empowered to execute the Contract for the purchase of the Property, subject to certain contingencies including the adoption of an Ordinance authorizing the acquisition of the Property pursuant to the Local Lands and Buildings Law, N.J.S.A. 40A:12-1, et seq.;

The Borough Administrator, Municipal Housing Liaison, and all other appropriate officials and employees are hereby directed, authorized and empowered to disburse the initial sum of \$20,700 to the Borough Attorney, which money shall be used for the deposit of the Purchase Price under the Contract, from the Borough's Affordable Housing Trust Fund;

The Borough Attorney and all other appropriate officials and employees are hereby directed, authorized and empowered to file the necessary application with the Montvale Planning Board to obtain variance approval for the use of the Property as a two-family deed-restricted affordable housing unit;

The Borough Engineer and all other appropriate officials and employees are hereby directed, authorized and empowered to conduct the necessary due diligence investigations on the Property, including but not limited to an environmental investigation and/or wetlands delineation; All other appropriate officials and employees are hereby directed, authorized and empowered to take all steps reasonably necessary to effectuate the provisions and purpose of this resolution and the Contract referenced herein.

Introduced by: Councilmember Lane; seconded by Councilmember Koelling - a roll call was taken - all ayes  
Councilmember Curry ask for the location of this property

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

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

**ENGINEER'S REPORT:**

Andrew Hipolit

Report/Update

a. Montvale Senior Community Center Receipt of Bids/Bathroom Renovations/Rejection of Bids  
Once again the bids came in \$50,000 over budget; Mayor Ghassali suggested to hold off until further discussion about what to do with the building; Mr. Hipolit suggested to continue with the negotiating process to see what the amounts come in at, you will not be obligated to award a contract.

b. PSEG Program

Their plan is to change gas lines on approximately 50 roads; if the road has been paved within the last five years, PSEG will have to pave the entire road. The roads are listed on the website.

**ATTORNEY REPORT:**

Joe Voytus, Esq.

Report/Update

No Report

**UNFINISHED BUSINESS:**

None

**NEW BUSINESS:**

a. Montvale Police Department Request to Commence New Hire Process

A motion to start the hiring process by Councilmember Koelling; seconded by Councilmember Lane - all ayes

b. Montvale Police Department Request Promotion Sergeant (Replacement)

A motion to approve the request for promotion of Sergeant by Councilmember Koelling; seconded by Councilmember Lane - all ayes

c. Request Internal Street Name for North Market/Market Street

The developer of North market would like permission to name an internal street within the development Market Street. A motion to approve by Councilmember Curry; seconded by Councilmember Lane - all ayes

d. PSE&G Request for Approval To Work On Saturday's/Gas System Modernization Program

a motion to allow work on Saturday's provided they give a few weeks notice by Councilmember Curry; seconded by Councilmember Lane - a roll call vote was taken and all ayes except for Councilmember Russo-Vogelsang voting No

e. 6am start time on Phillips Parkway to remove soil  
a motion to allow start time providing they go according to what was agreed by the Planning Board by Councilmember Lane; seconded by Councilmember Koelling – all ayes

**COMMUNICATION CORRESPONDENCE:**

None

**MEETING OPEN TO THE PUBLIC:**

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

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

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

Anita Bagdat

Who makes the request for a new street name; Mayor Ghassali stated that the request came from the developer; made a comment regarding the intersection of Grand Ave and Mercedes it is very dangerous, there was a terrible accident there on Friday night, can something be done like adding a light or better signage;

Carolee Adams

Suggested to contact Freeholder Tom Sullivan, maybe he can help with the intersection; pleased with the new website; parking lot next to the gas station, can it be free for Montvale residents, the clerk responded saying there is an ordinance that requires a permit for a cost of \$50 annually for Montvale residents, the Police department is required to patrol the lot for permit stickers. Mayor Ghassali stated he is looking into what other towns do; In regards to PSEG working on Saturdays, how much notice will be given, the engineer stated 3 weeks; Mayor Ghassali will post updates every few weeks regarding what roads will be worked on.

Jarret Schumacher

Suggested to post something about how to apply for a parking permit on the website; about the closed session regarding affordable housing, is there something new, the attorney stated it is to prepare for the mid-point review coming in July; what is the Gre Co property, the attorney stated it is located at 26 N Kinderkamack Road, the top floor is an apartment and the bottom floor is a Podiatry office, the intention is to purchase the property with Affordable Housing Trust Fund money and convert it into a two family deed restricted affordable housing unit; asked about the progress of the Waypoint project, Mayor Ghassali said it was ongoing.

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

**ADJOURNMENT:**

Motion to adjourn by Councilmember Lane; seconded by Councilmember Arendacs – all ayes

Meeting adjourned at 8:25pm

The next Meeting of the Mayor and Council will be held March 10, 2020 at 7:30 p.m.

***Budget Introduction: March 10, 2020***

***Budget Adoption: April 14, 2020***

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 65-2020**

**RE: A Resolution Authorizing a Two-Year Extension of a Contract with New Jersey Elevator Inspection Agency for Elevator Inspection Services Pursuant to N.J.S.A. 40A:11-15**

**WHEREAS**, in 2017, after a public procurement process authorized by and in accordance with the *Local Public Contracts Law, N.J.S.A. 40A:11-1, et seq.*, the Borough did award a three-year contract (the "Contract") for Municipal Elevator Inspection Agency services to New Jersey Elevator Inspection Agency ("NJEIA"), which contract is set to expire on March 31, 2020; and

**WHEREAS**, pursuant to the terms of the Contract and N.J.S.A. 40A:11-15, the Borough and NJEIA are entitled to and desire to extend the Contract for an additional two (2) years; and

**WHEREAS**, the Borough has determined that NJEIA has been performing its services in an effective and efficient manner; and

**WHEREAS**, the fees in the Contract with NJEIA shall remain the same for this two-year extension; and

**WHEREAS**, all other terms and conditions of the Contract shall remain the same.

**NOW, THEREFORE, BE IT RESOLVED** that the Montvale Governing Body does hereby authorize a two-year extension to the Agreement with NJEIA, subject to the following terms and conditions:

1. Duration

The duration of the Agreement shall be extended by mutual agreement of the parties for two (2) additional years, or until March 31, 2022.

2. Compensation

The fees to be charged shall remain the same as is set forth in the parties' original agreement.

3. Other Provisions

All other provisions of the Agreement shall remain the same.

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

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

**Adopted: March 10, 2020**

ATTEST:

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

APPROVED:

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



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

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

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

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

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

**24 February 2020**

**via regular mail**  
**NEW JERSEY ELEVATOR INSPECTION AGENCY**  
30 Amherst Place  
Livingston, New Jersey 07039  
Attn: Carlos Rodrigues

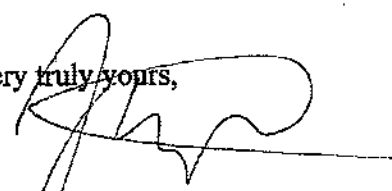
**RE: Extension to Contract with Borough of Montvale**  
**Elevator Sub-Code Official**

Dear Mr. Rodrigues,

As you know, your current three-year contract with the Borough of Montvale to provide elevator sub-code services to the Borough is due to expire on March 31, 2020. Pursuant to the contract, the parties have a mutual option for a two-year extension to this contract. Please advise if you are amenable to extending the contract on the same terms and conditions set forth in the April 1, 2017 contract. If so, I will have the Borough adopt the appropriate resolution and provide you with an extension agreement.

Thank you for your attention to this matter. Please do not hesitate to contact this office if you have any questions.

Very truly yours,

  
Joseph W. Voytus

cc: Maureen Iarossi-Alwan, Administrator/Clerk (via email only)

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 66-2020**

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

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

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

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

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

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

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

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

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

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

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

1. The Chief of Police or his designee, on behalf of the Montvale Police Department, is hereby authorized and empowered to apply, enroll and participate in the Department of Defense Law Enforcement Support Office 1033 Program, with the authorization to participate terminating on December 31 of the current calendar year.
2. The Chief of Police shall be responsible for ensuring compliance with the requirements for participation as outlined in 10 U.S.C. 2576a for all controlled equipment.
3. The Montvale Police Department is hereby authorized to acquire items of non-controlled property designated as DEMIL A, which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, personal protection equipment and supplies, construction materials, lighting supplies, beds and sleeping mats, wet and cold weather

equipment and supplies, respirators, binoculars, and any other supplies or equipment of a non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the needs of the Montvale Police Department, without restriction.

4. The Montvale Police Department is further authorized to acquire the identified "DEMIL B through Q" property on Exhibit A, attached hereto and expressly made a part hereof, if it shall become available in the period of time for which this resolution authorizes.
5. The Police Chief shall develop and implement a full training plan and policy for the maintenance and use of any acquired property; and
6. Pursuant to N.J.S.A. 40A:5-30.2b, the Chief of Police, or his designee, shall maintain an inventory of surplus property obtained under the 1033 Program, and shall provide a quarterly accounting of all property obtained through the 1033 Program, which shall be available to the public upon request; and
7. This resolution shall take effect immediately and shall be valid to authorize requests to acquire the above-identified DEMIL A property and DEMIL B through Q property that may be made available through the 1033 Program during the period of time for which this resolution authorizes, with Program participation and all property request authorization terminating on December 31 of the current calendar year.

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

**Adopted: March 10, 2020**

ATTEST:

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

APPROVED:

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



**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 67-2020**

**RE: Authorize Hiring / Part-Time Fire Prevention Inspector / Samuel Antoshak**

**WHEREAS**, the Uniform Fire Safety Act, (P.L. 1983, c.383) was enacted for the purpose of establishing a system for the enforcement of fire safety standards throughout the State of New Jersey; and

**WHEREAS**, the Uniform Fire Safety Act authorizes municipalities to provide for local enforcement and to establish local enforcement agencies for that purpose; and

**WHEREAS**, the Borough of Montvale has opted to have the Uniform Fire Safety Act enforced locally; and

**WHEREAS**, the Fire Inspector shall carry out the duties in accordance with the Uniform Fire Safety Act and the NJ Administrative Code.

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Montvale that Samuel Antoshak is hereby appointed as a Part Time Fire Inspector, effective February 18<sup>th</sup> 2020.

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

**Adopted: March 10, 2020**

**ATTEST:**

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

**APPROVED:**

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 68-2020**

**RE: Requesting County of Bergen Road To Provide Road Improvements To Chestnut Ridge Road within the Borough of Montvale**

**WHEREAS**, the Borough is requesting that the County install certain modifications and improvements to Chestnut Ridge Road from Upper Saddle River Road north to the New York State line; and

**WHEREAS**, Chestnut Ridge Road has seen a marked increase in both passenger and truck traffic in recent years on Chestnut Ridge Road as well as our concerns over the recent fatality; and

**WHEREAS**, the Borough Engineer in consultation with the Montvale Police Department recommends that the County install shoulder lines in an effort to narrow the road and control traffic; and

**WHEREAS**, signage is also recommended (as a minimum) to be installed south of Upper Saddle River Road notifying drivers on Chestnut Ridge Road northbound that the "lanes narrow" ahead;

**WHEREAS**, the Mayor and Council request that the County implement these changes as soon as possible in consultation with the Borough Engineer and Montvale Police Department.

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

**Adopted: March 10, 2020**

**ATTEST:**

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

**APPROVED:**

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

**BOROUGH OF MONTVALE  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION NO. 69-2020**

**RE: Requesting County of Bergen To Provide Road Improvements To Kinderkamack Road & East Grand Avenue within the Borough of Montvale**

**WHEREAS**, the Borough is requesting that the County install certain modifications and improvements to signage and signals at the intersection of Kinderkamack Road North and Grand Avenue; and

**WHEREAS**, due to concerns over pedestrian safety during school hours, the Borough Engineer in consultation with the Montvale Police Department is recommending that right turns on red from Kinderkamack Road northbound onto Grand Avenue eastbound be prohibited during the hours of 7:00 - 9:00 am and 2:00 – 4:00 pm; and

**WHEREAS**, the Mayor and Council request that the County implement these changes as soon as possible in consultation with the Borough Engineer and Montvale Police Department.

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

**Adopted: March 10, 2020**

ATTEST:

APPROVED:

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

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

## RESOLUTION

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

<b><u>FUND</u></b>	<b><u>AMOUNT</u></b>	<b><u>NOTES</u></b>
Current	\$2,775,775.96	Bill List Wire 3/10/2020
	<u>269,977.49</u>	Wires/Manual Checks
Current TOTAL	3,045,753.45	
Escrow - Trust	25,310.80	Bill List Wire 3/10/2020
Capital	21,283.17	Bill List Wire 3/10/2020
Dog Trust	399.60	Bill List Wire 3/10/2020
Housing Trust	1,105.00	Bill List Wire 3/10/2020
Open Space Trust	618.75	Bill List Wire 3/10/2020
Recreation Trust	323.00	Bill List Wire 3/10/2020

*This resolution was adopted by the Mayor and Council of Montvale  
at a meeting held on 3/10/20*

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

Approved: 3/10/20

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

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

ATTEST:

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

**MANUAL/VOID CHECKS - WIRES**  
**March 10, 2020**

<u>Check #</u>	<u>PO #</u>	<u>Date</u>	<u>Transaction/Vendor</u>	<u>Amount</u>
WIRE		2/28/20	Payroll Account	154,936.76
WIRE		2/28/20	Salary Deduction Account	94,178.23
WIRE		2/28/20	FSA Account	162.50
	20-00330	3/4/20	Boggia&Boggia	<u>20,700.00</u>
			<i>deposit on property 26 N.KKK</i>	
<b>Total</b>				<u><b>269,977.49</b></u>

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P.O. Type: All  
Range: First to Last  
Format: Condensed

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

Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00019 MUNICIPAL CAPITAL CORPORATION								
	20-00021	01/06/20	COLOR COPIER/PRINTER SCANNER	Open	259.00	0.00		B
	20-00022	01/06/20	COPY MACHINE LEASE - MAILROOM	Open	399.00	0.00		B
	20-00023	01/06/20	COPY MACHINE LEASE - POLICE	Open	179.00	0.00		B
					837.00			
00043 NORTH JERSEY MEDIA GROUP								
	20-00264	02/18/20	NORTH JERSEY MEDIA - JANUARY	Open	703.28	0.00		
00047 D & E UNIFORMS								
	20-00134	01/22/20	PD CROSSING GUARD JACKET	Open	220.00	0.00		
00104 MONTVALE BOARD OF EDUCATION								
	20-00015	01/06/20	LOCAL SCHOOL TAXES 2020	Open	1,364,844.50	0.00		B
00108 MONTVALE HARDWARE & SUPPLY								
	20-00226	02/10/20	PAINT FOR POLICE DEPARTMENT	Open	152.11	0.00		
	20-00253	02/11/20	PD SUPPLIES	Open	140.96	0.00		
					293.07			
00116 VERIZON								
	20-00317	03/02/20	651-285-414-0001-73 VERIZON	Open	266.41	0.00		
00125 NORTHWEST BERGEN REGIONAL								
	20-00137	01/22/20	2020 HEALTH SERVICES	Open	4,730.17	0.00		B
00137 PASCACK VALLEY REGIONAL HS. DST								
	20-00014	01/06/20	REGIONAL SCHOOL TAXES 2020	Open	1,134,334.34	0.00		B
00139 SCORDO, FRANCES								
	20-00325	03/03/20	PETTY CASH FOR FEBRUARY	Open	337.94	0.00		
00152 COHEN, JOYCE								
	20-00247	02/11/20	BOARD OF HEALTH FLOWERS REIMB.	Open	42.65	0.00		
00164 STATELINE FIRE & SAFETY, INC.								
	20-00241	02/10/20	FIRE EXTINGUISHER REFILL	Open	674.80	0.00		
00178 FAIR GAME GOOSE CONTROL INC.								
	20-00204	02/04/20	2020 GOOSE CHASING-BOARD OF ED	Open	618.75	0.00		B
	20-00205	02/04/20	2020 GOOSE CHASING -BD OF HLTH	Open	618.75	0.00		B
					1,237.50			
00186 PRIMEPAY, LLC								
	20-00037	01/07/20	2020 FSA FEES	Open	115.50	0.00		B
00215 TOWNSHIP OF RIVER VALE								
	20-00016	01/06/20	PASCACK VALLEY DPW 2020	Open	149,681.50	0.00		B

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Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00250 FIRE AND SAFETY SERVICES LTD	19-01591	11/05/19	M1 FIRETRUCK LADDER REPAIR	Open	2,305.21	0.00		
00258 ROCKLAND ELECTRIC COMPANY	20-00331	03/04/20	ROCKLAND ELECTRIC - FEBRUARY	Open	5,621.66	0.00		
00329 NJ STATE DEPT. OF HEALTH	20-00193	02/03/20	DOG STATE FEE/JANUARY 2020	Open	399.60	0.00		
00375 BOROUGH OF PARK RIDGE	20-00225	02/07/20	TRI-BORO AMBULANCE LOSAP 2019	Open	12,308.32	0.00		
00444 MONTVALE RAILROAD, LLC	20-00179	01/30/20	ESCROW REFUND	Open	299.55	0.00		
00448 V.E. RALPH & SON, INC.	20-00132	01/22/20	PD MEDICAL SUPPLIES	Open	221.36	0.00		
00466 ERNEST, THERESA	20-00194	02/03/20	Court Help - 2/12/2020	Open	125.00	0.00		
00477 ANASTASIO, PETER	20-00195	02/03/20	Court Assistance - 2/19/2020	Open	125.00	0.00		
00497 LEVITZKI, ANN	20-00289	02/24/20	COURT - CELL PHONE	Open	50.56	0.00		B
00548 THE FUNPLEX	20-00326	03/04/20	ADVENTURE CAMP TRIPS	Open	323.00	0.00		
00602 ANCHOR FENCE CONTRACTORS, INC.	20-00049	01/07/20	DAMAGED FENCE @ DPW/SENIOR	Open	950.00	0.00		
00635 CDW GOVERNMENT	20-00115	01/15/20	COUNCIL MEMBER - IPAD	Open	568.45	0.00		
	20-00192	01/31/20	PRINTER CARRYING CASE	Open	174.14	0.00		
					742.59			
00730 BOGGIA & BOGGIA, ESQS.	20-00219	02/06/20	2020 LEGAL RETAINER	Open	11,250.00	0.00		B
00731 MASER CONSULTING P.A.	18-00826	06/20/18	DESIGN- 2018 ROADWAY IMPROV.	Open	865.00	0.00		B
	18-00982	07/26/18	ENVIRONMENTAL SERVICES	Open	803.75	0.00		B
	19-00935	07/02/19	AFFORDABLE HOUSING 2019 SVCS	Open	1,105.00	0.00		B
	19-00947	07/03/19	OBSERVATION 2019 ROADWAY IMPRO	Open	5,309.00	0.00		B
	19-01004	07/17/19	LATRENTA FIELD IMPROV.-CONSTRU	Open	1,487.50	0.00		B
	19-01239	09/05/19	2019 Montvale GIS Updates	Open	8,922.43	0.00		B
	19-01515	10/23/19	CLEAR SPAN SALT DOME INSTALL	Open	1,238.75	0.00		B
	19-01626	11/13/19	NJDOT FY2019 EDGREN WAY & RAMP	Open	2,153.00	0.00		B
	20-00196	02/03/20	SR. CENTER TOILET RENOVATIONS	Open	4,933.75	0.00		B
	20-00198	02/03/20	ESCROW PAYMENTS	Open	4,090.00	0.00		
	20-00230	02/10/20	ESCROW PAYMENTS	Open	946.00	0.00		

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Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
00731 MASER CONSULTING P.A. Continued								
	20-00239	02/10/20	ESCROW PAYMENTS	Open	300.00	0.00		
	20-00277	02/20/20	MUNICIPAL ENGINEERING REVIEW	Open	205.00	0.00		
	20-00279	02/20/20	ESCROW PAYMENTS	Open	15,663.75	0.00		
	20-00288	02/24/20	ESCROW PAYMENT	Open	87.50	0.00		
					48,110.43			
00745 WASTE MANAGEMENT OF NEW JERSEY								
	20-00265	02/18/20	2020 GARBAGE COLLECTION	Open	48,046.67	0.00		B
00762 HARBORTOUCH								
	20-00238	02/10/20	COURT CREDIT CARD PROCESSING	Open	352.88	0.00		
00797 CHARLESTOWN COURT								
	20-00218	02/06/20	2019 SNOW REMOVAL/STREET LIGHT	Open	1,268.00	0.00		
00812 NJ STATE ASSOCIATION OF								
	20-00191	01/31/20	PD 2020 MEMBERSHIP DUES	Open	275.00	0.00		
00896 GIAMMARINO, MICHAEL								
	20-00019	01/06/20	2020 INTERPRETER SERVICES	Open	150.00	0.00		B
00979 SANFILIPPO, JOSEPH								
	20-00298	02/27/20	REIMB MEAL DURING TRAINING	Open	68.08	0.00		
00986 ATLANTIC TACTICAL								
	19-01146	08/19/19	PD DUTY AMMO	Open	1,101.20	0.00		
01007 WESTWOOD CAR WASH								
	20-00188	01/30/20	PD CAR WASH BOOKLET	Open	200.00	0.00		
01038 D'ALESSANDRO, SHERRI L.								
	20-00266	02/18/20	Court Assistance 2/26/2020	Open	125.00	0.00		
01046 TOWNHOMES @ OLDE WOODS CONDOM.								
	20-00114	01/15/20	2019 STREET LIGHTING & SNOW	Open	900.00	0.00		
01102 POWER DMS, INC.								
	20-00112	01/15/20	PD POWER DMS RENEWAL	Open	805.00	0.00		
01134 RESERVE ACCOUNT								
	20-00117	01/16/20	2020 POSTAGE METER REFILL	Open	800.00	0.00		B
01168 PROFESSIONAL GOVT EDUCATORS								
	20-00315	03/02/20	SEMINAR HELD ON APRIL 1, 2020	Open	190.00	0.00		
01210 GOOSETOWN COMMUNICATIONS								
	18-01622	12/18/18	FOAM HELIAX CABLE & SUPPLIES	Open	5,839.61	0.00		
01211 TURN OUT UNIFORMS & CO.								
	19-01565	10/31/19	CLOTHING DUBELBEISS	Open	400.75	0.00		



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Vendor # Name	PO #	PO Date	Description	Status	Amount	Void Amount	Contract	PO Type
01241 PIZZA INC.	20-00292	02/25/20	PIZZA FOR BUDGET MEETING 2/25	Open	113.67	0.00		
01254 KEN'S TREE CARE	20-00189	01/31/20	REMOVAL - 4 SILVER MAPLE TREES	Open	1,595.00	0.00		
01278 MCNERNEY & ASSOCIATES, INC.	20-00220	02/06/20	PROFESSIONAL LEGAL SERVICE	Open	350.00	0.00		
01297 ROCK RIVER ARMS INC.	19-01771	12/16/19	PD - GUN PARTS & SUPPLIES	Open	83.00	0.00		
01311 GLOCK PROFESSIONAL, INC.	20-00111	01/15/20	PD ARMORERS COURSE 114 & 117	Open	500.00	0.00		
01471 RICCIARDELLA ELECTRIC INC.	20-00051	01/07/20	LEANING BALL FIELD LIGHT POLE	Open	9,426.17	0.00		
	20-00213	02/06/20	CABLE BOX RELOCATION SENIOR	Open	200.00	0.00		
					9,626.17			
01616 GEORGI'S HOOK UP LLC.	20-00165	01/27/20	PD MV 373 WINDOW TINT	Open	250.00	0.00		
01643 DENT, LISA	20-00276	02/19/20	NJRPA PRE-CONFERENCE CLASS	Open	99.00	0.00		
	20-00308	02/28/20	CONFERENCE FOOD AND MILEAGE	Open	294.35	0.00		
					393.35			
01680 WEGMANS BUSINESS	20-00272	02/18/20	COAH Meeting Breakfast	Open	17.42	0.00		
01747 PORTER LEE CORPORATION	20-00068	01/08/20	PD DB BEAST LABELS	Open	332.67	0.00		
	20-00215	02/06/20	PD BEAST SOFTWARE SUPPORT 2020	Open	1,075.00	0.00		
					1,407.67			
01750 DUBELBEISS, RYAN	20-00285	02/21/20	REIMB CLOTHING ALLOW	Open	191.97	0.00		
01767 VERIZON	20-00300	02/27/20	555-569-014-0001-55 VERIZON	Open	170.64	0.00		
01833 MCGEE, HEATHER (PETTY CASH)	20-00283	02/21/20	PD PETTY CASH REIMBURSEMENT	Open	283.75	0.00		
01886 MCGEE, HEATHER	20-00260	02/12/20	REIMB EDIBLE ARRANGEMENT 140	Open	121.54	0.00		
01949 AT&T MOBILITY	20-00110	01/15/20	PD PATROL PHONES	Open	618.20	0.00		
02141 REGAN, ROBERT T., ESQ.	20-00197	02/03/20	ESCROW PAYMENT	Open	280.00	0.00		

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Vendor # Name						
PO #	PO Date	Description	Status	Amount	Void Amount	Contract PO Type
02141	REGAN, ROBERT T., ESQ.	Continued				
20-00256	02/11/20	ESCROW PAYMENT	Open	3,644.00	0.00	
				3,924.00		
02426	VERIZON WIRELESS					
20-00301	02/27/20	482530999-00001 VERIZON	Open	356.09	0.00	
03060	TRI-STATE TECHNICAL SERVICES					
20-00024	01/07/20	2020 ADOBE SOFTWARE LEASE	Open	36.38	0.00	B
20-00025	01/07/20	2020 COMPUTER MAINTENANCE	Open	739.59	0.00	B
20-00026	01/07/20	2020 MICROSOFT WEB EXCHANGE	Open	400.00	0.00	B
				1,175.97		
03084	WESLEY SICO MAC DAIRY					
20-00099	01/14/20	2020 MILK DELIVERY	Open	52.50	0.00	B
03215	UNUM LIFE INSURANCE					
20-00118	01/16/20	2020 LIFE INSURANCE	Open	232.65	0.00	B
03666	VERIZON -3070534					
20-00295	02/26/20	450-001-742-0001-13 VERIZON	Open	59.12	0.00	
03683	PIERRI, JASON					
20-00299	02/27/20	CLOTHING REIMB PIERRI	Open	67.00	0.00	
03727	STAPLES INC					
19-01714	12/04/19	office supplies	Open	520.17	0.00	
20-00097	01/13/20	OFFICE SUPPLIES	Open	71.91	0.00	
20-00166	01/28/20	office supplies	Open	332.22	0.00	
20-00174	01/30/20	OFFICE SUPPLIES	Open	84.96	0.00	
20-00202	02/03/20	Office Supplies	Open	251.97	0.00	
20-00212	02/06/20	OFFICE SUPPLIES	Open	141.09	0.00	
20-00240	02/10/20	PD OFFICE SUPPLIES	Open	46.13	0.00	
				1,448.45		
04008	GASTON, SCOTT					
20-00281	02/21/20	REIMB CLOTHING ALLOW GASTON	Open	104.99	0.00	
<hr/>						
Total Purchase Orders:	98	Total P.O. Line Items:	0	Total List Amount:	2,824,816.28	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 2020	0-01	2,741,583.13	0.00	2,741,583.13	0.00	0.00	2,741,583.13
CURRENT FUND 2019	9-01	34,192.83	0.00	34,192.83	0.00	0.00	34,192.83
CAPITAL FUND	C-04	21,283.17	0.00	21,283.17	0.00	0.00	21,283.17
BOA ESCROW ACCOUNT	E-08	25,310.80	0.00	25,310.80	0.00	0.00	25,310.80
OTHER TRUST ACCOUNT	T-03	1,105.00	0.00	1,105.00	0.00	0.00	1,105.00
DOG TRUST ACCOUNT	T-12	399.60	0.00	399.60	0.00	0.00	399.60
OPEN SPACE TRUST	T-14	618.75	0.00	618.75	0.00	0.00	618.75
RECREATION TRUST	T-19	323.00	0.00	323.00	0.00	0.00	323.00
Year Total:		2,446.35	0.00	2,446.35	0.00	0.00	2,446.35
Total Of All Funds:		2,824,816.28	0.00	2,824,816.28	0.00	0.00	2,824,816.28



Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

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

March 5, 2020

**VIA EMAIL**

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

Re: Proposal for Environmental Services  
26 North Kinderkamack Road Property Acquisition  
Block 1601, lot 7  
Borough of Montvale, Bergen County, NJ  
**MC Project No. MVB-012P**

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for Environmental Services related to the acquisition of property located on Block 1601, Lot 7, 26 North Kinderkamack Road, Montvale, New Jersey.

**Project Background**

The Borough is in the process of purchasing the improved property located at 26 North Kinderkamack Road, Block 1601, Lot 7. As part of their due diligence, the Borough has contacted Maser to perform Environmental Services prior to property acquisition.

Maser Consulting recommends that Lead, Asbestos, a Phase One Environmental Site Assessment and a NJ-Compliant Preliminary Assessment of the property be conducted. With both of these Assessments, the Borough receives innocent purchaser protection under Superfund and the NJ Spill Act. The reports will identify potential or existing environmental contamination liabilities on the property, addressing both the underlying land as well as physical improvements. We assume that full access to the property will be obtained by the Borough to conduct the services noted herein.

**Environmental Services Fee Proposal:**

**\$22,500.00**

If you find this agreement acceptable, please forward a copy of the Resolution of Approval for this agreement to this office.



Maureen Iarossi-Alwan  
MC Project No. MVB-012P  
March 5, 2020  
Page 2 of 2

Thank you for your kind attention to this matter. Should you have any questions or require additional information, please feel free to contact me.

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read 'A. Hipolit', is written over the printed name.

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

ARH/cd/ljb

cc: Fran Scordo, Deputy Municipal Clerk ([fscordo@montvaleboro.org](mailto:fscordo@montvaleboro.org))

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Engineers  
Planners  
Surveyors  
Landscape Architects  
Environmental Scientists

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

March 5, 2020

**VIA EMAIL**

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

Re: Proposal for Professional Engineering  
and Construction Observation Services  
2020 Roadway Improvements Program  
Borough of Montvale, Bergen County, NJ  
**MC Proposal No. MVB-013P**

Dear Ms. Iarossi-Alwan:

Maser Consulting P.A. (Maser Consulting) is pleased to present this proposal for Professional Engineering Services related to project design, bidding and Construction Observation Services for the 2020 Roadway Improvements Program for the following roads:

**BASE BID**

- Lomas Lane - from West Grand Avenue to the end of the street;
- Longridge Road - from Sunrise Drive to Old Chestnut Ridge;
- Olde Woods Lane - from Summit Avenue to the end of the street;
- Robin Hood Court - from West Grand Avenue to the end of the street;
- Stag Hill Road - from Woodland Road to the end of the street;
- Rolling Ridge Road - from Chestnut Ridge Road to West Grand Avenue;
- Rustic Circle - from Rolling Ridge Road to the end of the street;
- Westminster Court - from Woodland Road to the end of the street;
- Van Wyck Street - from Upper Saddle River Road to the end of the street; and
- Waverly/Forest (connector street) - between Waverly Place and Forest Avenue.



**ALTERNATE BID 'A' - MICRO-SURFACING**

- Sheppard Drive;
- Candlelight Drive;
- Old Lantern Court; and
- Huff Terrace.

**ALTERNATE BID 'B' - ROADWAY REPAIR ITEMS**

- Concrete curbing – 1,000 linear feet, if and where directed;
- Belgian Block Curbing – 100 linear feet, if and where directed; and
- Unclassified excavation – 100 cubic yards, if and where directed.

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

**SCOPE OF SERVICES**

**TASK 1.0 IMPROVEMENTS TO VARIOUS ROADS**

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

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

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

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

**Task 1.0 Cost Not to Exceed Fee**

**\$70,000.00**



## **TASK 2.0 CONSTRUCTION OBSERVATION SERVICES**

Maser Consulting will provide construction observation services for the 2020 Road Improvements Program. Maser Consulting will utilize the specifications developed for the project under Task 1.0 to monitor the Contractor's performance and enforce compliance with the contract documents and project schedule.

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

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

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

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

## **PROJECT SCHEDULE**

- Field walk through – April/May 2020;
- Preparation of the plans and specifications – May/June 2020;
- Public bidding and award – June/July 2020; and
- Construction – August through October 2020

## **EXCLUSIONS**

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

## **CONCLUSION**

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





Maureen Iarossi-Alwan  
MC Project No. MVB-013P  
March 5, 2020  
Page 4 of 4

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

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

Very truly yours,

MASER CONSULTING P.A.

A handwritten signature in black ink, appearing to read "A. Hipolit", written over a horizontal line.

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

ARH/cd/ljb

cc: Fran Scordo, Deputy Municipal Clerk ([fscordo@montvaleboro.org](mailto:fscordo@montvaleboro.org))

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