

**MINUTES
WORK SESSION**

The Work Session Meeting of the Mayor and Council was held in the Council Chambers and called to order at 7:40pm. 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 Koelling
Councilmember Curry	Councilmember Lane
Council President Gloeggler	Councilmember Russo-Vogelsang

Also present: Borough Attorney, Joe Voytus; Borough Engineer, Andrew Hipolit; Administrator/Clerk, Maureen Iarossi-Alwan and Deputy Clerk, Fran Scordo

ORDINANCES:

INTRODUCTION ORDINANCE NO. 2019-1475 AN ORDINANCE OF THE BOROUGH OF MONTVALE AMENDING AND SUPPLEMENTING CHAPTER 86 OF THE BOROUGH CODE TO ESTABLISH REGISTRATION AND MAINTENANCE REQUIREMENTS FOR VACANT AND ABANDONED RESIDENTIAL PROPERTIES IN FORECLOSURE
(PUBLIC HEARING 11/12/2019)

A motion to Introduce Ordinance **2019-1475** 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

Councilmember Curry asked for clarification; the borough attorney stated that this was requested by Jeff Fette, Property Maintenance, in regards to abandon properties or ones that are in foreclosure. This will allow the servicer that will be handling the property to register with the borough. Currently, the borough places a lien on the property which will continue to do so but this ordinance will allow the borough to charge additional fees.

MINUTES:

October 7, 2019

A motion to accept the minutes by Councilmember Lane; seconded by Council President Gloeggler - all ayes - with Councilmembers Arendacs, Curry 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.

193-2019 Authorizing Expenditure/ Home Improvement Program

WHEREAS, Community Grants, Planning & Housing (CGP&H) provides Administrative Agent Services to the Borough of Montvale and serves as the Administrator of the Borough's Home Improvement Program; and,

WHEREAS, CGP&H has conducted the procurement process on behalf of the Borough of Montvale, pursuant to the duties and responsibilities outlined in their Professional Services Contract, for certain improvements in connection with the Borough of Montvale Home Improvement Program Case No. MTVAL-1901, located at 24 Hillside Terrace, Montvale, NJ 07645, Block 2410, Lot 22 of the tax map of the Borough of Montvale; and,

WHEREAS, the Qualified Purchasing Agent has consented to the recommendation of award issued by CGP&H, and further recommends award by the governing body for tracking and accounts payable purposes.

WHEREAS, the Chief Financial Officer has certified that funds have been appropriated and are available for this purpose in the Borough's Affordable Housing Trust Fund; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Montvale, County of Bergen, State of New Jersey hereby award a contract to A-Plus Construction, Inc., located at 18 Station Road, Lincoln Park, NJ 07035 in the amount not to exceed \$20,000 for the project Borough of Montvale Home Improvement Program Case No. MTVAL-1901, located at 24 Hillside Terrace, Montvale, NJ 07645, Block 2410, Lot 22 of the tax map of the Borough of Montvale.

194-2019 Authorize Refunds/Various Escrow Accounts/Inactive Accounts

WHEREAS, an audit was conducted of older escrow funds posted by various individuals and entities with the Borough of Montvale for various projects; and

WHEREAS, the Borough professionals take no exception to the release of the escrows on list attached to the original of this resolution for release of escrows; and

BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale that the Municipal Treasurer is hereby directed to refund these escrows.

195-2019 Award Purchase/ 1 Police Vehicle/State Contract #A88729/2019 Municipal Budget Purchases/Hertrich Fleet Service, Inc. (T2776)

WHEREAS, in the year 2019 a vehicle was totaled in a crash; and

WHEREAS, the Montvale Police Department budget currently has the funding to purchase one tax exempt State Contract 2020 Dodge Charger 4 dr. Sedans Police RWD LDDE48 acquisition of vehicles as a replacement for the vehicle lost; and

WHEREAS, payment shall be made to Hertrich Fleet Services, Inc. 1427 Bay Road, Milford, DE 19963; and

NOW, THEREFORE, BE IT RESOLVED, the Chief Financial Officer has certified that funds are available and certification is attached to the original of this resolution.

NOW THEREFORE, BE IT FURTHER RESOLVED, the Mayor and Council authorize the purchase of these specified vehicles which documentation is attached to the original of this resolution.

196-2019 Authorize Release of Escrow/John Van Dalen/91 N. Kinderkamack Rd/Block 708/Lot 1

WHEREAS, John Van Dalen has requested release of escrow for Block 708/Lot 1 91 North Kinderkamack Road, 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 the amount of \$500.00 is hereby released to John Van Dalen; and

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

197-2019 Authorize Release of Escrow/Stanley Nowak/Spring Valley North/Block 301/Lot 3

WHEREAS, Stanley Nowak ha requested release of escrow for Block 301/Lot 3/Spring Valley North, and

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

NOW THERFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale the amount of \$2,113.79 is hereby released to Stanley Nowak; and

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

198-2019 Authorize Release of Escrow/Patrick Garcia/6 Bryan Drive/Block 705/Lot 5

WHEREAS, Patrick Garcia has requested release of escrow for Block 7051/Lot 5/6 Bryan Drive, Montvale, NJ; and

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

NOW THERFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Montvale the amount of \$309.00 is hereby released to Patrick Garcia; and

BE IT FURHTER RESOLVED, the Treasurer shall receive a copy of this resolution for processing

199-2019 Resolution Amending Resolution No. 173-2019/Additional Work/To Emergency Vehicle Montvale Fire Chief Vehicle Upfitting

WHEREAS, the Borough of Montvale purchase a new vehicle for the Montvale Fire Chief which is in need of further work; and

WHEREAS, 10-75 Emergency Lighting, Haskell, NJ in under state contract T-0106 and will and has been preforming the Upfitting of the 2019 Ford F150 for the Fire Department; and

WHEREAS, attached to the original of this resolution is Estimate #15545 dated 9/25/19 for this work; and

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

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Montvale that a contract, for upfitting this vehicle shall be awarded as follows:

<u>Contractor</u>	<u>Price</u>
10-75 Emergency Lighting 14 First Avenue Unit 3 Haskell, New Jersey 07420	\$715.26

BE IT FURTHER RESOLVED that the Mayor, Municipal Clerk and all other appropriate officials are authorized and empowered to execute all documents necessary to effectuate the purposes of this Resolution

200-2019 A Resolution of the Borough of Montvale Awarding a Contract to Safe-T-Tech Securities Systems/Management of Access Control System Montvale Sr. Community Center

WHEREAS, the Borough of Montvale is in need of management services of a professional company to manage the Borough's Senior/Community Center for secure access controls to the building; and

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

WHEREAS, the Borough has received a proposal to provide this service from Safe-T-Tech said proposal is attached to the original of this resolution; and

WHEREAS, the Council is therefore desirous of awarding a contract to Safe-T-Tech Securities Systems to perform the above-referenced services for the price of \$19.95 a month for up to 10 changes per month; and

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

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

201-2019 A Resolution Establishing a Temporary Juvenile Curfew for Cabbage Night and Halloween from 9:00 P.M. until 5:00 A.M.

WHEREAS, the Halloween Season can be dangerous to children walking the streets of the Borough of Montvale after daylight hours; and

WHEREAS, in the past, the Borough has experienced a higher-than-normal volume of acts of vandalism, trespassing and destruction of personal property on October 30, also known as “Cabbage Night” or “Mischievous Night,” as well as on Halloween; and

WHEREAS, it is the desire of the Borough Council to set a reasonable period to allow for Halloween activities and also to protect its residents and private property; and

WHEREAS, the Police Department of the Borough of Montvale has recommended that a temporary curfew be established on the nights of October 30 and October 31 for persons 17 years of age or under, subject to certain exceptions; and

WHEREAS, the Police Department has advised that there will be supplemental police patrols, and the following enforcement priorities will be in effect on October 30 and 31:

The 9:00 p.m. curfew will be strictly enforced. Anyone in violation will be transported to headquarters.

A Zero-Tolerance policy towards acts of Criminal Mischief, Trespassing and aggressive behavior. Anyone found defacing or damaging property will be brought to headquarters and processed accordingly.

The Police Department will be confiscating all potentially destructive items, including toilet paper and shaving cream, from children who are wandering unsupervised on our streets. Names of all unsupervised juveniles will also be recorded.

Any children found with items that we believe pose a significant threat to persons or property will be brought to headquarters and processed accordingly. These items include eggs, spray paint, paint ball guns, etc.

Anyone who operates a motor vehicle in violation of the law will be issued the appropriate motor vehicle summons.

NOW, THEREFORE, BE IT RESOLVED that a temporary curfew is hereby established for persons 17 years of age and under to be off the streets and other public places on the following dates and times:

“Cabbage Night: - Wednesday, October 30th from 9:00 PM until 5:00 AM the following day

“Halloween” - Thursday, October 31st from 9:00 PM until 5:00 AM the following day

BE IT FURTHER RESOLVED that said curfew shall not apply if the juvenile is accompanied by a parent or adult guardian (18 years or older) having custody of the juvenile, or if the juvenile is traveling to or from place of employment or a sanctioned school activity.

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded to the Police Department, and the details concerning the curfew and police enforcement priorities shall be posted on the Borough website.

202-2019 Awarding Professional Service Contract/Engineering Services/2019 NJDOT Grant Program/Road Improvement/Edgren Way & Ramapo Road

WHEREAS, the Borough of Montvale has deemed it necessary to engage the professional services of an Engineer to provide professional services to design, construction observation services and bidding municipal road improvements for Edgren Way & Ramapo Road; and

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

WHEREAS, Maser Consulting, 400 Valley Road, Suite 304, Mt. Arlington, NJ 07856 has submitted a proposal dated October 23, 2019 to provide the engineering services for services which are detailed and attached to the original of this resolution, and

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

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

- 1) That the proposal for the scope of engineering services is attached to this resolution which is made part of this resolution shall be awarded to Maser Consulting.
- 2) That the following be provided: Design Plans/Bidding Specifications
Bidding Services
- 3) The cost not to exceed shall be \$28,500.00. The Engineer shall be required to submit itemized bills and payment shall be made based upon services rendered. The rates for this work are in accordance with the hourly contractual agreement with the Borough of Montvale.

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

203-2019 Award Purchase of Computer Equipment /Montvale Police Department/ Dell Marketing LP/ State Contract #19-TELE-00656

WHEREAS, the Montvale Police Department is in need of upgrades for computers within the police department; and

WHEREAS, the Montvale Police Department wish to purchase nine (9) Computers through State Contract offered by Dell marketing LP, One Dell Way Round Rock, TX 78682 in the amount of \$11,329.41; and

NOW, THEREFORE, BE IT RESOLVED, the Chief Financial Officer has certified that funds are available and certification is attached to the original of this resolution; and

NOW THEREFORE, BE IT FURTHER RESOLVED, the Mayor and Council authorize the Montvale Police Department to purchase computers for the Montvale Police Department in the amount of \$11,329.41.

Introduced by Councilmember Russo-Vogelsang; seconded by Councilmember Koelling - all ayes

Lorraine Hutter, Land Use Administrator, gave an update regarding Affordable Housing Assistance Programs. The borough is required to do these programs per their court settlement agreement. One is for Rental Assistance and the other is for Homeowner Association Fees, the policy and procedure manuals are included with the original minutes or contact Lorraine Hutter at the borough for more information.

A motion to approve both programs by Councilmember Lane; seconded by Councilmember Russo-Vogelsang – all ayes

BILLS: Municipal Clerk read the Bill Report

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

ENGINEER'S REPORT:

Andrew Hipolit
Report/Update

Bids will be received on November 20 for LaTrenta Field Improvements, 2020 Emergency Electrical Repairs and 2020 Emergency Plumbing Repairs; Bathroom renovations at the senior community center will start in January 2020;

ATTORNEY REPORT:

Joe Voytus, Esq.
Report/Update
No Report

UNFINISHED BUSINESS:

None

NEW BUSINESS:

a. Best Practice Inventory/Submission/State Aid

The CFO stated that overall we have a good rating and we should receive all of our State Aid; just going forward to look at the surplus policy to see if it still fits.

b. Municipal Medical Benefits 2020 Overview/Employee Plans/Contribution/HSA Contribution

Councilmember Lane gave a brief overview stating that there are 5 medical plans and 2 dental plans that employees can choose from. Since 2017, employees have contributed 10% towards benefits and the borough has funded their HSA accounts with \$6,900 for those who choose the High Deductible Plan. Councilmember Lane recommended to keep it the same for 2020.

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

A few employees spoke stating that they are grateful the borough funds their HSA account and encouraged council to keep the employee contribution at 10% as some employees on a lower pay scale get hit the hardest.

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

A motion to accept Councilmember Lane's recommendations to keep it the same for 2020 by Councilmember Russo-Vogelsang; seconded by Councilmember Curry – a roll call vote was taken with 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 Koelling; seconded by Councilmember Lane – all ayes

NO PUBLIC COMMENT

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

ADJOURNMENT:

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

The next Meeting of the Mayor and Council will be held November 12, 2019 at 7:30 p.m.
Meeting adjourned at 8:54pm

Respectfully submitted, Fran Scordo, Deputy Municipal Clerk