

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING AGENDA – DECEMBER 11, 2019 - 7:30 P.M

1. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Annual Notice of Meetings which was published in The Record and The Star Ledger on January 9, 2019, was posted on the Municipal Clerk’s bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. ROLL CALL

3. MAYORAL PRESENTATION(S)

4. PRESENTATION(S)

- a. TEAM BOT SQUAD PRESENTATION OF 5TH AND 6TH GRADE STUDENTS FROM TENAKILL MIDDLE SCHOOL REGARDING FIRST LEGO LEAGUE ROBOTICS TEAM (4. M.L. 12/5/19/Requested by Borough Administrator 11/22/19)

5. MAYORAL APPOINTMENTS TO BOARDS AND COMMISSIONS (Not made to date)

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>MAYOR GLIDDEN'S APPOINTMENT</u>	<u>TERM</u>	<u>EXPIRES</u>
*Environmental Commission				
Associate Member	<u>Grace Whitney</u> (Appt. Member RM 6/12/19)	_____	1 Year (Unexp. Whitney)	31-Dec-19
*Planning Board				
Alternate No. 1	<u>Melissa Corso</u> (Resigned 3/11/19)	_____	2 Years (Unexp. Corso)	31-Dec-20
*Shade Tree Commission				
Alternate No. 2	<u>Tsun Tam</u> (Appt. Member ReOrg 1/2/19)	_____	4 Years (Unexp. Tam)	31-Dec-19

ORDINANCES

6. PUBLIC HEARING AND ADOPTION OF THE FOLLOWING ORDINANCES @ 8:00 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

The following Ordinances were introduced at the Regular Meeting held 11/13/19, and were published in The Record issue of 11/19/19, as stated in the printer’s affidavits of publication. Reprints of these Ordinances were posted on the Municipal Bulletin Board in accordance with statutory requirements, and copies have been made available to the general public.

- a. ORDINANCE NO. 2019:1265, “ORDINANCE AMENDING CHAPTER 183, VEHICLES AND TRAFFIC, TO ESTABLISH THIRD STREET COMMUTER PARKING AREA AND PARKING PERMITS, AND AMENDING CHAPTER A301, FEES AND DEPOSITS”
- b. ORDINANCE NO. 2019:1266, “AN ORDINANCE TO AMEND CODE CHAPTER 181, TREE PRESERVATION AND REMOVAL”

7a. VOTE ON CONSENT AGENDA ITEMS

All items with an asterisk (*) are considered to be non-controversial by the Council and will be approved by one MOTION.

There may be further discussion prior to the vote upon request of a member of the public or a Council Member. Also, any item may be removed for further discussion or for Roll Call vote, in which case the item will be removed and considered in its normal sequence as part of the General Order of Business.

RESOLUTIONS

*8. BILL RESOLUTION – DECEMBER 11, 2019
(Received from Deputy Treasurer 12/5/19)

*9. RESOLUTION MEMORIALIZING VOTE TO AUTHORIZE IZENBERG APPRAISAL ASSOCIATES TO PROVIDE ADDITIONAL PROFESSIONAL SERVICES PERTAINING TO AN APPRAISAL OF 121 SCHRAALENBURGH ROAD, FOR A FEE NOT TO EXCEED \$2,500 (Received from Borough Attorney 11/20/19) Carried from RM 11/25/19

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7a. VOTE ON CONSENT AGENDA ITEMS (Continued)

RESOLUTIONS (Continued)

- *10. RESOLUTION MEMORIALIZING ACTION TAKEN AT THE REGULAR MEETING HELD 11/25/19 GRANTING PERMISSION TO PUBLIC SERVICE ELECTRIC AND GAS (PSE&G) TO STORE PIPING AND EQUIPMENT AT THE CLOSTER SWIM CLUB, BLANCH AVENUE (Received from Borough Attorney 12/6/19)
- *11. RESOLUTION FIXING MEETING DATES FOR THE 2019 SINE DIE AND 2020 REORGANIZATION MEETING
- *12. RESOLUTION AUTHORIZING DEPUTY TREASURER TO ISSUE A CHECK IN THE AMOUNT OF \$10,629.93 TO HENRY HANSCH, JR. FOR THE REDEMPTION OF TAX SALE CERTIFICATE #19-00001 FOR PROPERTY LOCATED AT 121 SCHRAALENBURGH ROAD, BLOCK 502, LOT 3, SOLD AT THE MUNICIPAL TAX SALE HELD ON 6/26/19 FOR 2018 DELINQUENT TAXES (Received from Tax Collector’s Office 12/2/19)
- *13. RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH LERCH, VINCI & HIGGINS TO PROVIDE ACCOUNTING SERVICES FOR PBA COST ANALYSIS (per proposal dated 9/30/19 for an amount not to exceed \$958.75) Received from Administrator’s office 12/3/19
- *14. RESOLUTION AWARDING JOB ORDER CONTRACTING INSTALLATION OF CLOSTER SENIOR CENTER PARKING AREA LIGHTING PROJECT (BOROUGH ORDINANCE 2018-1241, Capital Account C-04018-005-005) to Signal Electric Corporation, under ESCNJ State Approved Coop #65MCESCCPS, JOC Contract No.: ESCNJ 16/17-55 EL2 per proposal dated 12/2/19 (Received from Administrator’s office 12/3/19)
- *15. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE AND RETURN REMAINING PLANNING BOARD AND ZONING BOARD OF ADJUSTMENT ESCROW FUNDS TO SIX (6) NAMED APPLICANTS FOR SATISFACTORY COMPLETION OF ALL REQUIRED IMPROVEMENTS PER PLANNING/ZONING BOARD PROFESSIONALS’ DETERMINATION; AND ALL FEES DUE FOR SERVICES RENDERED HAVE BEEN RECEIVED (Received from Deputy Treasurer 12/3/19)
- *16. RESOLUTION APPROVING ISSUANCE OF 2020 CERTIFICATE OF COMPLIANCE FOR ROAD STAR LIMOUSINE SERVICE FOR THE FOLLOWING LIMOUSINE: 2015 CHEVROLET SUBURBAN, VIN#1GNSKJKC5FR171015 (Completed application filed, appropriate fees paid and approvals received from Borough professionals)
- *17. RESOLUTION CALLING FOR STUDY COMMISSION TO REVIEW THE OPEN PUBLIC RECORDS ACT (Received from Borough Attorney 12/5/19)
- *18. RESOLUTION AUTHORIZING THE ABATEMENT OF NUISANCES AND CHARGES TO BE ASSESSED AND LEVIED UPON THE AFFECTED PROPERTY: 501 CLOSTER DOCK ROAD (Received from Borough Attorney 12/5/19)

MOTIONS

- *19. MOTION APPROVING THE FOLLOWING MINUTES (Distributed 12/5/19) – ABSTENTIONS: NONE
 - a. REGULAR MEETING HELD MONDAY, NOVEMBER 25, 2019
 - b. WORK SESSION HELD MONDAY, NOVEMBER 25, 2019
- *20. MOTION APPROVING THE FOLLOWING NON-SALARIED APPOINTMENTS TO BOARDS AND COMMISSIONS:

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Food and Assistance Board				
Member	<u>VACANT</u>	_____	2 Years (Unexp. Vacant)	31-Dec-19
Member	<u>VACANT</u>	_____	2 Years (Unexp. Vacant)	31-Dec-19
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	_____	2 Years (Unexp. Vacant)	31-Dec-19

*21. REPORTS

- a. CONSTRUCTION OFFICIAL – NOVEMBER 2019 (Received 12/2/19)

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- 7b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA
- 22. OPEN MEETING TO PUBLIC FOR ANY MATTER, PER N.J.S.A. 10:4-12 (a)
(Subject to 5-minute limit per By-Laws General Rule No.11)
- 23. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY
- 24. ADJOURNMENT

ALL BUSINESS WILL TERMINATE AT 11:00 P.M.

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION AGENDA – DECEMBER 11, 2019 - 7:30 P.M.

1. PLEDGE OF ALLEGIANCE
2. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Annual Notice of Meetings, which was published in The Record and The Star Ledger on January 9, 2019, was posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

3. ROLL CALL
4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS
 - a. MAIL LIST OF DECEMBER 5, 2019
5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of December 11, 2019)
6. PROFESSIONAL REPORTS

A. BOROUGH ATTORNEY

- 1) STATUS REPORT RE STATUS OF ZBA DEVELOPER'S AGREEMENT FOR WIGGERS, BLOCK 1203/LOTS 1, 2, 3 & 4, 51 & 63 JOHN STREET (14. M.L. 4/19/18)
- 2) STATUS REPORT RE ADVERTISEMENT OF BIDS FOR SOLID WASTE TRANSFER STATION SERVICES (Approved RM 9/11/19) Bid opening to be held 1/15/20 @ 10 a.m.
- 3) REPORT RE ADVERTISEMENT OF BIDS FOR RECYCLABLE MATERIALS (Approved RM 10/7/19)
- 4) STATUS REPORT RE BOROUGH ADMINISTRATOR EMPLOYMENT CONTRACT AND BACKGROUND CHECK (Approved RM 10/7/19)
- 5) STATUS REPORT RE PROFESSIONAL SERVICES AGREEMENT WITH NW FINANCIAL GROUP, LLC FOR FINANCIAL ADVISORY SERVICES FOR THE REMAINDER OF 2019 (Approved RM 9/11/19)
- 6) STATUS REPORT RE UNEXPIRED ONE YEAR TERM TO 12/31/19 OF CERTAIN APPOINTMENTS HELD BY THE FORMER ADMINISTRATOR AND AS ALTERNATE JOINT INSURANCE FUND COMMISSIONER FOR A TWO YEAR TERM TO 12/31/20)
- 7) REPORT RE PLANNING BOARD MASTER PLAN REEXAMINATION REPORT (5. M.L. 11/7/19 & 2a & 2b M.L. 11/21/19)
- 8) REPORT RE BOROUGH ADMINISTRATOR JOB DESCRIPTION (ORDINANCE NO. 2017:1225, Amending Code Chapter 3, Administrator)
- 9) REPORT

B. BOROUGH ENGINEER

- 1) STATUS REPORT RE SWIM CLUB PHASE II CONTAMINATION INVESTIGATION (Authorized RM 7/9/14/Contract Amendment for Remedial Excavation not to exceed \$106,000 Authorized RM 6/12/19)
- 2) STATUS REPORT RE FOLLOWING PB DEVELOPER'S AGREEMENT:
 - a. BLOCK 1607/LOT 1 & BLOCK 1310/LOT 2 (CLOSTER MARKETPLACE (EBA) LLC AND CENTENNIAL AME ZION CHURCH) (Approved RM 4/22/15)
- 3) STATUS REPORT RE INITIAL PHASE OF TIER A MUNICIPAL STORMWATER PERMITTING PLAN (SP3) PER PROPOSAL DATED 4/9/19 IN AN AMOUNT NOT TO EXCEED \$5,000 FOR THE INITIAL PHASE (10 M.L. 4/11/19) Authorized RM 5/8/19

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

- 4) STATUS REPORT RE 2019 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL AID PROJECT FOR THE RAILROAD AVENUE, NAUGLE STREET AND OLD CLOSTER DOCK ROAD IMPROVEMENTS AND 2019 BOROUGH ROAD PAVING PROGRAM (Grant ID MA-2019-Railroad Ave., Naugle St. & Old Closter Dock Road-00278) Notification of award 3/29/19/\$222,000 (5. M.L. 4/4/19) Bid Opening held 7/2/19 @ 11:30 a.m./Contract awarded RM 7/10/19 to J.A. Alexander/\$575,460
- 5) STATUS REPORT RE REVISIONS TO BOROUGH ZONING MAP DUE TO ADOPTION OF AFFORDABLE HOUSING ORDINANCES (Reported @ WS 6/26/19/Requires adoption by Ordinance) Proposal CL-1370 dated 11/21/19 rec'd 13. M.L. 11/21/19
- 6) STATUS REPORT RE PROPOSED IMPROVEMENT AND SIGNALIZATION OF VERVALEN STREET AND PIERMONT ROAD (Approved RM 9/11/19)
- 7) REPORT RE ENVIRONMENTAL ENGINEERING AND PERMITTING SERVICES FOR THE CONSTRUCTION OF TWO (2) BUTLER BUILDINGS AT THE CLOSTER DEPARTMENT OF PUBLIC WORKS (Approved RM 10/7/19)
- 8) REPORT

7. REPORTS

A. BOROUGH ADMINISTRATOR

- 1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
for the following Mail List requests re Insurance: None
- 2) STATUS REPORT RE GEORGE A. KOTEEN ASSOCIATES, INC. UTILITY AUDIT (Approved RM 10/7/19)
- 3) STATUS REPORT RE 2020 MUNICIPAL BUDGET PREPARATIONS
- 4) REPORT RE ADVERTISEMENTS FOR MUNICIPAL COURT ADMINISTRATOR
- 5) REPORT RE MUNICIPAL PAY FOR MUNICIPAL COURT (RM 11/13/19)
- 6) REPORT RE REQUEST FOR “NO DUMPING” AND “NO ELECTRIC VEHICLES” SIGNS AT SCHAUBLE PARK (Requested by Councilman Devlin @ WS 11/25/19)
- 7) STATUS REPORT RE FOLLOWING GRANTS:

a. FILED

1. 2020-2021 COMMUNITY DEVELOPMENT BLOCK GRANT IN THE AMOUNT OF \$12,900.00 PROPOSED BY THE BOROUGH OF CLOSTER FOR ADA AUTOMATIC SWING OPERATOR DOORS FOR THE CLOSTER PUBLIC LIBRARY COMMUNITY ROOM ENTRANCE (Approved RM 11/13/19)

b. AWARDED - To be announced by Administrator

1. 2017 BERGEN COUNTY OPEN SPACE TRUST FUND MATCHING GRANT FOR THE RUCKMAN PARK WALKING PATH LIGHTING PROJECT PHASE II IN THE AMOUNT OF \$29,532.00 (Authorized RM 6/28/17/Notification of award dated 9/19/18 rec'd from Administrator's Office 15. M.L. 12/13/18)
2. 2019 BERGEN COUNTY COMMUNITY DEVELOPMENT BLOCK GRANT FOR THE CLOSTER SENIOR CENTER PARKING AREA LIGHTING PROJECT IN THE AMOUNT OF \$42,980.00 (Approved RM 2/13/19) Notification of award in the amount of \$42,980.00 rec'd 15 M.L. 9/12/19
3. 2020 NEW JERSEY DEPARTMENT OF TRANSPORTATION LOCAL AID GRANT FOR THE LEWIS STREET, STORIG AVENUE and ECKERSON AVENUE PROJECT (Grant ID: MA-2020-Lewis Street-Storig Avenue-Eckerson Avenue-00409/Authorized RM 7/10/19) Notice of award of \$210,000/8 M.L. 12/5/19

c. TO BE FILED - To be announced by Administrator

- 6) REPORT

7. REPORTS (Continued)

B. BOROUGH CLERK

- 1) STATUS REPORT RE 2019 APPOINTMENTS
 - a. STATUS REPORT RE PREPARATIONS FOR 2020 APPOINTMENTS
- 2) STATUS REPORT RE 2019 OATHS OF OFFICE
- 3) STATUS REPORT RE 2019 LICENSES
 - a. STATUS REPORT RE PREPARATIONS FOR 2020 LICENSES
- 4) STATUS REPORT RE 2019 MEETING DATES
 - a. STATUS REPORT RE PREPARATIONS FOR 2020 MEETING DATES
- 5) STATUS REPORT RE 2018 UNFINISHED BUSINESS
- 6) STATUS REPORT RE OPRA REQUESTS
- 7) STATUS REPORT RE RESOLUTION TO PURSUE A FAIR AND OPEN PROCESS IN AWARDED CERTAIN CONTRACTS IN THE BOROUGH OF CLOSTER
(Approved RM 10/23/19 – RFQ posted on www.closternj.us 10/29/19 – Opening held Tuesday, 12/3/19, @ 11:00 a.m.)
- 8) REPORT RE REQUESTS TO BE MADE TO THE ORDINANCE COMMITTEE FOR CONSIDERATION IN 2020
- 9) REPORT

C. CHIEF OF POLICE

- 1) REPORT

D. MAYOR

- 1) REPORT

9. OLD BUSINESS

a. CONTINUED DISCUSSIONS RE THE FOLLOWING:

- 1) Borough Attorney report re consultation with Borough Engineer re follow up on status of EMERGENCY REPAIRS TO BE MADE AT DWARSKILL “CULVERT” ON BLANCH AVENUE ALONG THE NORWOOD BORDER (Requested by Mayor WS 12/12/18) (8 M.L. 9/5/19 – copy of letter dated 8/28/19 from Norwood Borough Attorney to Bergen County Dept. of Planning and Engineering re culvert ownership)

10. NEW BUSINESS

11. OPEN MEETING TO THE PUBLIC FOR ANY MATTER PER NJSA 10:4-12(A) (SUBJECT TO A 5-MINUTE LIMIT PER GENERAL RULE NUMBER 11) EXCEPT FOR ITEMS SCHEDULED FOR PUBLIC HEARING AT THE REGULAR MEETING

12. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

13. ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE THE GOVERNING BODY

14. ADJOURNMENT

MAIL LIST
DECEMBER 5, 2019

NO.	DATE REC'D	DATE	FROM	SUBJECT *COPY ATTACHED	AGENDA/ COMMITTEE/ LIAISON
1.	11/21/19 12/02/19 12/03/19	11/21/19 12/02/19 12/03/19	LaKriesha M. Jean, Community Relations, County Executive Office Marc N. Schrieks, Deputy Chief of Staff, James J. Tedesco, III, County Executive Office	<p>*a. Upcoming November & December Events At A Glance b. Upcoming December Events at a Glance 1. Sun. 12/1 – Shop Englewood for Promotions/Free Parking 2. Mon. 12/2 – World AIDS Day @ 3:30 p.m. 3. Tues. 12/3 – T'ai Chi Chih at the Park @ 5 p.m. (11/12 – 12/10) (RSVP Required) 4. Wed. 12/4 – Holiday Project 2019 (11/18-12/13) 5. Thurs. Professional Development Series (3 CE's) @ 9:30 a.m. (RSVP & Fee Required) 6. Sat. 12/7 – Tree Lighting Ceremony at Winter Wonderland @ 6:30 p.m. 7. Mon. 12/16 – Kwanzaa Ceremony @ 12:30 p.m. 8. Mon. 12/23 – Hanukkah Ceremony @ 12:30 p.m. 9. Fri. 12/27 – Kinara Lighting at Winter Wonderland @ 6:30 p.m. 10. Sat. 12/28 – Menorah Lighting at Winter Wonderland @ 6 p.m. 11. 12/29 – Bergen County Winter Wonderland @ 11 a.m. For more information visit https://www.co.bergen.nj.us/about-bergen-county/calendar (Posted on Municipal Clerk's Bulletin Board 12/5/19) c. 2019 Winter Wonderland Tree Decoration: There is Still Time to Sign Up for Your Municipality d. Disability Day at Winter Wonderland & Tree Lighting Flyer at Winter Wonderland 2019 (Posted on Municipal Clerk's Bulletin Board 12/5/19)</p>	Mayor Glidden
2.	11/22/19	11/22/19	Michael Kafer, 261 Parsells Lane	*Recommendation that the governing body adopts a clear policy concerning the availability of public property to the public at large and to Borough officers and employees for conducting personal business	Borough Attorney
3.	11/22/19	11/22/19	Kerry Kirk Pflugh, Director, Office of Local Government Assistance, NJ Department of Environmental Protection	<p>*a. NJDEP Weekly Update – Friday, November 22, 2019 1. Salem Seedlings (Copy to Environmental Commission, Shade Tree Commission) 2. State of the Environment Presentation (Copy to Environmental Commission) 3. Stormwater Utility</p>	Devlin/Environmental Devlin/Shade Tree Devlin/Environmental

	11/27/19	11/27/19		<p>4. Offshore Wind Energy 5. Algal Blooms 6. RGGI Strategic Funding Plan b. <u>NJDEP Weekly Update and Happy Thanksgiving – November 27, 2019</u> 1. State Office Closed for Thanksgiving 2. RGGI Strategic Funding Plan 3. Holly Farm, Cumberland County 4. Climate Change Fact Sheets 5. Report Environmental Emergencies 24 hours to 1-877-WARN-DEP</p>	
4.	11/23/19	11/23/19	Niti Agarwal to Leslie Weatherly, Icastano and Closter Borough Administrator, Edward H. Hynes	*Request for 5 th & 6 th grade Closter Improvement Project to be included in the Mayor and Council meeting on Wednesday, 12/11/19 at 7:30 p.m.	WS Agenda 12/11/19
5.	11/25/19	11/25/19	Jennifer Rothschild, Chair, Friends of the Lustron Committee, Closter Historic Society, to Loretta Castano	*Copies of letters sent to contractors thanking them for their work on the Lustron	Yammarino/HPC
6.	11/25/19 11/26/19 11/28/19 12/03/19 12/05/19	11/25/19 11/26/19 11/28/19 12/03/19 12/05/19	NJS League of Municipalities	<p>*a. <u>NJLM Daily Update – November 25, 2019</u> re: NJLM 2019-2020 New Officers & Executive Board Members b. <u>NJLM Daily Update – November 26, 2019</u> re: I. Celebrate Your Municipality and Showcase Its Beauty! II. Free Panel Discussion on Women’s Suffrage c. <u>NJLM Daily Update – November 28, 2019</u> re: I. Show off Your City Contest Deadline Feb. 3 II. Report from ICMA on Reducing Opioid Deaths d. <u>NJLM Daily Update – December 3, 2019</u> re: Municipal Salary Guide Available e. <u>NJLM Daily Update – December 5, 2019</u> re: I. Mayors Wellness Campaign II. Celebrate Your Municipality and Showcase Its Beauty! III. Show Off Your City Contest Deadline Feb. 3</p>	
7.	11/25/19	11/22/19	Michael J. Darcy, CAE, Executive Director, NJS League of Municipalities to Closter Borough	*2020 Membership Dues - \$728.00 for population from 8,001 to 9,000 – Closter 8,373 due by 4/1/20 (Copy of letter and Original invoice No. 91MLJ20 to Administrator 12/5/19)	Borough Administrator 2020 Municipal Budget
8.	11/27/19	11/21/19	Diane Gutierrez-Scaccetti, Commissioner, , New Jersey State Department of Transportation, to The Honorable John Glidden, Mayor, Closter cc: Municipal Clerk Municipal Engineer	*Award of NJ Department of Transportation (NJDOT) Fiscal Year 2020 Municipal Aid Program for the Lewis Street-Storig Avenue–Eckerson Avenue Project in the amount of \$210,000.00	Administrator/Grants Borough Engineer

9.	11/27/19 12/05/19	11/27/19 12/05/19	Michel Pagan, Bergen County Public Information Officer	*a. Bergen County to Host Kwanzaa Ceremony on December 16 th @ 12:30 p.m. at One Bergen County Plaza, Hackensack (Posted on Municipal Clerk's Bulletin Board 12/5/19) b. Hanukkah & Menorah Lighting Ceremony to be held on December 23 rd @ 12:30 p.m. at One Bergen County Plaza, Hackensack, NJ	
10.	11/27/19 11/25/19 12/02/19	11/27/19 11/25/19 12/02/19	Josh Gottheimer	*a. Grant Opportunities for the Arts, Upcoming Deadlines b. New Grant Opportunity to Improve Support Services to Families Affected by Crime b. New Grant Opportunity to Extend Services for Disabled and Deaf Individuals Affected by Crime	
11.	11/15/19 11/27/19 12/02/19 12/03/19		to Bergen County Clerks, from the following Municipal Clerks: a. Midland Park b. Fair Lawn c. Ho-Ho-Kus d. Rutherford e. Englewood f. North Arlington	*Certified copies of the following Resolutions Calling for Study Commission to Review the Open Public Records Act	Borough Attorney Borough Clerk
12.	12/03/19 12/03/19	11/29/19 12/03/19	egg@dca.nj.gov to lcastano@closternj.us	*a. E-Procurement Provisional Guidance (LFN 2019-15 attached) Copy to Qualified Purchasing Agent, Chief Financial Officer, Assistant Chief Financial Officer b. 2019 Annual Debt Statements (Copy to Chief Financial Officer, Assistant Chief Financial Officer)	Yammarino/Finance Yammarino/Finance
13.	12/03/19	11/26/19	PERMA Risk Management Services to Bergen County Municipal Joint Insurance Fund c: Fund Commissioners Risk Management Consultants Fund Professionals	*2020 Adopted Budgets: a. Bergen County Municipal Joint Insurance Fund approved 11/25/19 b. Municipal Excess Liability Joint Insurance Fund (MEL) adopted 11/20/19; and informing Environmental Joint Insurance Fund (E-JIF) adopted 10/16/19; Residual Claims Fund (RCF) adopted 10/16/19 (previously mailed on 10/26/19 – see also 6. M.L. 10/31/19) Copy to Risk Management Consultant, Joint Insurance Fund Commissioner (Posted on Municipal Clerk's Bulletin Board on 12/5/19)	
14.	12/04/19	12/04/19	James J. Perry, Sr., President, NJLM, Committeeman, Hardwick Township	*Mayor's Newslines – December 2019	
15.	12/04/19	12/04/19	Jose Davila, FEMA, U.S. Department of Homeland Security, Federal Emergency Management Agency, Intergovernmental Affairs Division	*FEMA Intergovernmental Affairs Advisory – FEMA Releases 2019 National Preparedness Report (Copy to OEM Coordinator)	

16.	12/04/19	12/04/19	Marla Aras, Office of the Bergen County Clerk, to Bergen County Clerks	*The Bergen County Clerk's 2020 Election Calendar	
17.	12/05/19	12/05/19	Paul Wyckoff, Chief, Government and External Affairs, NJ TRANSIT, to Elected Officials	*Invitation to attend focus group to be held on Wednesday, 12/11/19, from 2-4 p.m. at the Bloustein School for Planning and Public Policy, 33 Livingston Avenue, New Brunswick, NJ	
18.	12/05/19	12/05/19	James D. Benscoter, Director Investment Planning & Resource Development, PSE&G, to New Jersey Municipalities	*Request for listing of each municipality's paving and construction project plans for the coming year 2020 (Copy to Borough Engineer and William Dahle, III)	Borough Administrator Borough Engineer Chung/Public Works

ALSO DISTRIBUTED:

Unapproved Minutes of Regular Meeting held Monday, November 25, 2019

Unapproved Notes of Work Session held Monday, November 25, 2019