

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – NOVEMBER 13, 2019 - 7:30 P.M

Mayor Glidden called the meeting to order at 9:01 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

The following were present:

- Mayor John C. Glidden, Jr.
- Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino and Jannie Chung
- Borough Administrator, Edward Hynes
- Borough Attorney Edward T. Rogan
- Borough Clerk, Loretta Castano
- Borough Engineer, Nick DeNicola
- Chief Financial Officer, Joseph Luppino
- Chief of Police, Jack McTigue
- Fire Chief, Mark Lupardi
- Assistant Fire Chief, Mark Dankiewicz

The following were not present:

- Councilwoman Victoria Amitai

3. MAYORAL PRESENTATION(S)

4. PRESENTATION(S)

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>Jeffrey Lee</u> (Declined Appointment)	<u>Krishna N. Rege</u>	1 Year (Unexp. Vacant)	31-Dec-19
Associate Member	<u>Grace Whitney</u> (Appt. Member RM 6/12/19)	<u>NO APPOINTMENT</u>	1 Year (Unexp. Whitney)	31-Dec-19
*Planning Board				
Alternate No. 1	<u>Melissa Corso</u> (Resigned 3/11/19)	<u>NO APPOINTMENT</u>	2 Years (Unexp. Corso)	31-Dec-20
*Shade Tree Commission				
Alternate No. 2	<u>Tsun Tam</u> (Appt. Member ReOrg 1/2/19)	<u>NO APPOINTMENT</u>	4 Years (Unexp. Tam)	31-Dec-19

6. ORDINANCES

INTRODUCTION OF THE FOLLOWING ORDINANCES - PUBLIC HEARING AND ADOPTION – 12/11/19 @ 8 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

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” (Received from Borough Attorney 11/6/19)

Motion approving introduction of Ordinance No. 2019:1265 was made Councilman Devlin, seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung.

b. ORDINANCE NO. 2019:1266, “AN ORDINANCE TO AMEND CODE CHAPTER 181, TREE PRESERVATION AND REMOVAL” (Received from Borough Attorney 11/6/19)

Motion approving introduction of Ordinance No. 2019:1266 was made by Councilman Devlin, seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung.

7a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda was made by Councilwoman Latner, seconded by Councilwoman Chung and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung

RESOLUTIONS

8. BILL RESOLUTION – NOVEMBER 13, 2019
(Received from Deputy Treasurer 11/6/19)
9. RESOLUTION AUTHORIZING DEPUTY TREASURER TO CLOSE OUT MISCELLANEOUS TRUST FUND BANK ACCOUNT AND DEPOSIT \$2,597.12 INTO THE CURRENT TREASURY ACCOUNT
(Received from Deputy Treasurer 10/28/19)
10. RESOLUTION MEMORIALIZING THE DECISION OF THE GOVERNING BODY TO APPROVE THE CARRYOVER OF 2019 UNUSED VACATION DAYS UNTIL MAY 31, 2020 (Received from Administrator's office 10/31/19)
11. RESOLUTION PROMOTING THOMAS BRUECK FROM THE RANK OF LIEUTENANT TO CAPTAIN (Received from Chief of Police 11/1/19)
12. RESOLUTION IN OPPOSITION TO FORCED CONSOLIDATION OF LOCAL PUBLIC SCHOOL DISTRICTS (2. M.L. 10/17/19/Requested by Councilwoman Latner @ WS 10/23/19) Received from Borough Attorney 11/5/19
13. RESOLUTION APPROVING TAX COLLECTOR TO CREDIT AND CANCEL TAXES RECEIVABLE FOR PERMANENTLY DISABLED VETERAN'S SPOUSE (Received from Tax Collector 11/5/19)
14. RESOLUTION DESIGNATING AUTHORIZED SIGNATURES ON COMMUNITY DEVELOPMENT BLOCK GRANTS (Received from Administrator's office 11/5/19)
15. 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 (This resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development application) Received from Administrator's office 11/5/19
16. RESOLUTION AUTHORIZING CLOSTER MUNICIPAL COURT TO ACCEPT ELECTRONIC PAYMENTS AND ENTER INTO CONTRACT WITH MUNICIPALPAY (Received from Borough Attorney 11/6/19)
17. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED COOPERATIVE PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11 FOR DIGITIZING CONSTRUCTION PERMITS, ARCHITECTURAL PLANS, CODE ENFORCEMENTS (Borough Ordinance 2018:1241) (Capital Account: C-04-18-241-005-006) (Received from Borough Attorney 11/7/19)
18. RESOLUTION RENEWING THE LEASE WITH THE INTERSTATE WASTE SERVICES OF NEW JERSEY, INC. (IWS) FOR OF A PORTION OF WELLINGTON AVENUE (Received from Borough Attorney 11/7/19)
19. RESOLUTION APPROVING APPLICATION FOR MUNICIPAL ENDORSEMENT OF SPECTRUM FOR LIVING 2020 COMMUNITY DEVELOPMENT GRANT IN THE AMOUNT OF \$30,000 FOR SPECTRUM'S NORTHERN VALLEY COMMUNITY INCLUSION PROGRAM IN THE BOROUGH OF CLOSTER (12. M.L. 11/7/19) This Resolution does not obligate the financial resources of the municipality and is intended solely to expedite the expenditure of the CDBG Funds
- 19a. A RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE (Received from Administrator's Office 10/28/19)
- 19b. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11 FOR THE CLOSTER FIRE DEPARTMENT 2020 PIERCE ENFORCER AIR UNIT IN THE AMOUNT OF \$668,672.93 (Borough Ordinance 2019:1256) (Capital Account: C-04-19-256-004-001) Received from Administrator's office 11/12/19)

MOTIONS

20. MOTION APPROVING THE FOLLOWING MINUTES (Distributed 11/7/19) – No Abstentions:
 - a. REGULAR MEETING HELD OCTOBER 23, 2019
 - b. WORK SESSION HELD OCTOBER 23, 2019

CLOSTER MAYOR AND COUNCIL
 REGULAR MEETING MINUTES – NOVEMBER 13, 2019 – 7:30 P.M.

21. 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>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-19
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-19
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-19

22. MOTION APPROVING TEMPLE EMANUEL TO CONDUCT AN ON-PREMISE CASINO NIGHT AT 180 PIERMONT ROAD ON TUESDAY, DECEMBER 3, 2019 FROM 7:30 P.M. TO 11:30 P.M. (Completed application filed and appropriate fees paid 11/5/19)

23. REPORTS

- a. CONSTRUCTION OFFICIAL – OCTOBER 2019 (Received 10/31/19)
- b. CHIEF OF POLICE – OCTOBER 2019 (Received 11/12/19)

22a. Motion approving the Borough Tree Lighting to occur Sunday, December 8, 2019, from 4:30 p.m. to 6:00 p.m. at the front of Borough Hall was made by Councilwoman Latner, seconded by Councilwoman Witko and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung.

22b. Motion approving the expenditure not to exceed \$2,500 for an appraisal of the Super Value property at the corner of High Street and Schraalenburgh Road was made by Councilman Yammarino seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung.

Borough Attorney advised that both motions would be memorialized at the next meeting; and he would also have a Menorah installation resolution.

7b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

24. 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)

Mayor Glidden opened the meeting to the public. No one wishing to be heard Mayor Glidden closed the meeting to the public.

25. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY

Councilman Yammarino noted that he had just initialed a voucher for SUEZ Water for fire hydrant service on a monthly basis for over \$12,000; and Chief Lupardi said he keeps track of fire hydrants that are out in order to make sure they are fixed. The hydrants are getting old; and if they are going to be changed, he asked that the Mayor and Council advise the Department since there are new hydrants in the Borough that do not work with their tools. We are asking for a new hydrant for use by the Fire Department and DPW. He said we pay approximately \$160,000 per year for the hydrants. He noted that a list of addresses that have any shrubs or fencing within 3 feet of the fire hydrant prohibiting the testing of the hydrant would be turned over to Property Maintenance.

Councilman Yammarino said he received a message from a resident saying that there is a sign at Schauble about unsupervised children and the Recreation Department knows nothing about the sign. Fire Chief Lupardi noted that the Fire Department was called to that location for 6 fires over the summer. Councilman Yammarino said he was advised that the signs were redesigned by the Police Department after an e-mail from the Borough Administrator, but feels no sign should be posted unless covered by ordinance; and that he would be meeting with the DPW Superintendent on the matter. Councilwoman Chung suggested that any signs to be posted should be approved by the Mayor and Council.

Andrew Correa said he received a request from the Daisies to hang ornaments they had made on the town tree in addition to having a small table for kids to make ornaments to be hung on the tree. He said we are working with the senior citizens on the project. Chief Lupardi said he had spoken to the tree keeper who had no problem with it as long as it was chaperoned and no one unplugged the lights. Councilwoman Chung suggested that maybe the Daisies would like to make some ornaments for the town tree at Van Saun Park.

Motion approving the following Closed Session Resolution at 9:21 p.m. was made by Councilwoman Witko seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino and Chung:

CLOSTER MAYOR AND COUNCIL
REGULAR MEETING MINUTES – NOVEMBER 13, 2019 – 7:30 P.M.

- 25a. OMNIBUS OPEN PUBLIC MEETINGS ACT RESOLUTION authorizing the governing body pursuant to N.J.S.A. 10:4-12 to exclude the public from the next portion of the meeting in order to permit the governing body to discuss per N.J.S.A. 10:4-12(b)(4) “A collective bargaining agreement”; N.J.S.A. 10:4-12(b)(7), “Pending or anticipated litigation or contract negotiations”; and N.J.S.A. 10:4-12(b)(8), “A matter involving public officers”; and that the items under discussion in the closed meeting would be disclosed to the public at the conclusion of the matters which should be within 10-12 weeks.

Mayor Glidden resumed the Regular Meeting at 9:46 p.m.

26. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:46 p.m. was made by Councilwoman Latner, seconded by Councilwoman Witko and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council on
November 21, 2019 for approval at the
Regular Meeting to be held
Monday, November 25, 2019

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke, RMC
utilizing recording and Borough Clerk’s
notes

Approved at the Regular Meeting held November 25, 2019
Consent Agenda Item No. 12a

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2019:1265

BE IT RESOLVED, that an Ordinance entitled:


ORDINANCE AMENDING CHAPTER 183, VEHICLES AND TRAFFIC, TO ESTABLISH THIRD STREET COMMUTER PARKING AREA AND PARKING PERMITS, AND AMENDING CHAPTER A301, FEES AND DEPOSITS

be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix December 11, 2019, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin	X		X			
Councilwoman Latner		X	X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2019:1266

BE IT RESOLVED, that an Ordinance entitled:

AN ORDINANCE TO AMEND CODE CHAPTER 181, TREE PRESERVATION AND REMOVAL

be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix December 11, 2019, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin	X		X			
Councilwoman Latner		X	X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

Loretta Castano, Borough Clerk

THE BOROUGH OF CLOSTER, NJ
 BERGEN COUNTY, NJ

WHEREAS, the claims listed below have been authorized and approved by the Chairman of the Committee, examined by the Finance Committee, and found correct. Therefore

BE IT RESOLVED, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefore when funds are available.

Budgeted	Amount
Closter Board of Education October 19'	\$1,656,577.42
2018 Budget Appropriations	\$405.00
2019 Budget Appropriations – Operating Expenses	\$772,417.80
Payroll 10/15/19	\$269,162.79
Payroll 10/30/19	\$268,323.35
Current Treasury Account October 8, 2019 – November 13, 2019	\$2,966,886.36

Capital and Trust	Amount
Capital	\$598,667.33
Escrow Trust	\$19,404.92
Recreation	\$19,152.86
Animal Trust	\$200.00
Housing Trust	\$5,305.00

The foregoing resolution was adopted at a meeting of the Mayor and Council held on November 13, 2019

Attest:

Approved:



 Loretta Castano, Borough Clerk



 John C. Glidden, Jr., Mayor

Range of Checking Accts: 01CURRENT to 01CURRENT Range of Check Dates: 10/08/19 to 11/13/19
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
01CURRENT		CURRENT TREASURY ACCOUNT		
13754	10/08/19	TREAS070 TREASURER, STATE OF NEW JERSEY	400.00	4934
13755	10/10/19	NJDCA000 NJDCA	2,667.00	4944
13756	10/10/19	PUBLI000 PUBLIC SERVICE ELECTRIC & GAS	431.16	4944
13757	10/10/19	ROCKL015 ROCKLAND ELECTRIC COMPANY	9,279.06	4944
13758	10/10/19	UNITE020 SUEZ WATER NEW JERSEY	13,474.72	4944
13759	10/10/19	ROCKL015 ROCKLAND ELECTRIC COMPANY	556.12	4945
13760	10/10/19	VERIZ015 VERIZON COMMUNICATIONS	168.80	4945
13761	10/15/19	CEUNI010 CEUNION	35.00	4947
13762	10/15/19	STOPS015 STOP & SHOP	406.62	4948
13763	10/17/19	CLOST010 CLOSTER BOARD OF EDUCATION	1,656,577.42	4949
13764	10/22/19	DAWNC000 DAWN CURATOLA	406.57	4950
13765	10/23/19	ELIZA021 ELIZABETH PEZZILLO	720.00	4952
13766	10/24/19	BERGE095 BERGEN COUNTY UTILITIES AUTH.	243,025.00	4953
13767	10/24/19	DELAG000 DE LAGE LANDEN FINANCIAL SVC.	559.00	4953
13768	10/24/19	DIREC000 DIRECT ENERGY BUSINESS	2,257.63	4953
13769	10/24/19	DIREC001 DIRECT ENERGY BUSINESS	73.56	4953
13770	10/24/19	HORIZ000 HORIZON BCBSNJ	6,879.26	4953
13771	10/24/19	ROCKL015 ROCKLAND ELECTRIC COMPANY	2,297.70	4953
13772	10/24/19	SPECTR00 SPECTROTEL	3,023.77	4953
13773	10/24/19	STAND000 STANDARD INSURANCE COMPANY	1,160.22	4953
13774	10/24/19	UNITE020 SUEZ WATER NEW JERSEY	3,283.77	4953
13775	10/24/19	VERIZ020 VERIZON WIRELESS	1,240.20	4953
13776	10/25/19	CLOST070 CLOSTER PUBLIC LIBRARY	61,447.83	4957
13777	10/29/19	MARIA010 MARIA PASSAFARO	87.42	4959
13778	10/29/19	CABLE000 OPTIMUM	157.44	4960
13779	10/29/19	RACHL000 RACHLES/MICHELE'S OIL CO., INC	11,264.88	4960
13780	11/06/19	INTER065 INTERSTATE WASTE SERVICES OF	18,406.95	4962
13781	11/06/19	BILLD000 BILL DAHLE	250.00	4963
13782	11/13/19	ALFON000 ALFONSO DIASPARRA	149.17	4964
13783	11/13/19	ALPHO000 ALPHONSO H. YOUNG JR.	1,564.93	4964
13784	11/13/19	ANDRE010 ANDREW ORLICH	509.73	4964
13785	11/13/19	CHIEF000 DAVID BERRIAN	593.29	4964
13786	11/13/19	DAVID050 DAVID HOLLENDER	468.35	4964
13787	11/13/19	DENNI005 DENNIS KAINÉ	1,564.93	4964
13788	11/13/19	DONAL010 DONALD NICOLETTI	1,564.93	4964
13789	11/13/19	DONDE000 DONN DEEGAN	1,371.86	4964
13790	11/13/19	DONOV000 DONOVAN BLADES	325.58	4964
13791	11/13/19	JAMES000 JAMES B. WINTERS	1,564.93	4964
13792	11/13/19	JAMES035 JAMES GORDON	241.09	4964
13793	11/13/19	JAMES080 JAMES G. GABETTIE	149.17	4964
13794	11/13/19	JEROM000 JEROME IKALOWYCH	1,564.93	4964
13795	11/13/19	JOSEP020 JOSEPH CORVELLI	441.65	4964
13796	11/13/19	KEVIN000 KEVIN M. DOERR	1,564.93	4964
13797	11/13/19	MICHA026 MICHAEL DILUZIO	149.17	4964
13798	11/13/19	NORMA010 NORMA T. KETLER	149.17	4964
13799	11/13/19	RICHA040 RICHARD D'AMICO	468.35	4964
13800	11/13/19	ROBER015 ROBERT C. TALMO	301.84	4964
13801	11/13/19	RONAL010 RONALD GAFFNEY	140.27	4964
13802	11/13/19	THOMA025 THOMAS MCNAMARA	149.16	4964

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	CURRENT	CURRENT TREASURY ACCOUNT	Continued		
13803	11/13/19	TIMOTH00 TIMOTHY CONWAY	602.91		4964
13804	11/13/19	WILLI040 WILLIAM HOWARD	429.47		4964
13805	11/13/19	WILLI050 WILLIAM KUNZE	149.17		4964
13806	11/13/19	WILLI060 WILLIAM T. BREWSTER	376.59		4964
13807	11/13/19	WMCLO000 W. M'CLOUGHLIN	1,564.93		4964
13808	11/13/19	AIRGA000 AIRGAS USA, LLC	98.10		4965
13809	11/13/19	ALLSE005 ALL SEASON CLEANING LLC	1,000.00		4965
13810	11/13/19	AMERI018 AMERICAN PAPER TOWEL	1,565.32		4965
13811	11/13/19	AMGRA000 AM GRAPHICS CO., INC.	42.00		4965
13812	11/13/19	APPR000 APPRAISAL SYSTEMS, INC.	12,400.00		4965
13813	11/13/19	ARCTI005 ARCTIC FALLS SPRING WATER INC.	269.20		4965
13814	11/13/19	AUTOM000 AUTOMOTIVE BRAKE COMPANY	196.50		4965
13815	11/13/19	BARNB005 BARN BROS. LLC	4,450.00		4965
13816	11/13/19	BERGE055 BERGEN COUNTY ASSOCIATION	130.00		4965
13817	11/13/19	BEYER000 BEYER BROS. CORP.	1,166.14		4965
13818	11/13/19	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	1,997.50		4965
13819	11/13/19	CDW00000 CDW GOVERNMENT	437.50		4965
13820	11/13/19	CERTI020 CERTIFIED SPEEDOMETER SERVICE	228.00		4965
13821	11/13/19	CHRIS005 CHRISTMAS SPECTACULAR, INC	950.00		4965
13822	11/13/19	CHRIS037 CHRISTOPHER P. STATILE, P.A.	2,072.50		4965
13823	11/13/19	CLIFF000 CLIFFSIDE BODY CORPORATION	64.92		4965
13824	11/13/19	CLOST055 CLOSTER NATURE CENTER	15,000.00		4965
13825	11/13/19	CLOST075 CLOSTER TRANSMISSION, INC.	975.00		4965
13826	11/13/19	CUSTO001 CUSTOM BANDAG INC	4,344.68		4965
13827	11/13/19	DECOT000 DECOTIIS, FITZPATRICK, COLE &	697.50		4965
13828	11/13/19	DELUX000 DELUXE INTERNATIONAL TRUCKS	336.11		4965
13829	11/13/19	DEUNT000 D & E UNIFORMS	136.75		4965
13830	11/13/19	DOORW007 DOOR WORKS, INC.	868.15		4965
13831	11/13/19	DTRAU000 DTR AUTOMOTIVE SERVICE	318.50		4965
13832	11/13/19	EDMUN010 EDMUNDS & ASSOCIATES, INC	725.00		4965
13833	11/13/19	EDWAR010 EDWARD ROGAN & ASSOCIATES	30,755.56		4965
13834	11/13/19	ENHAN005 ENHANCED WEB SERVICES	29.95		4965
13835	11/13/19	ERIKL005 ERIK LENANDER	500.00		4965
13836	11/13/19	FERGU010 FERGUSON ENTERPRISES NY -	195.07		4965
13837	11/13/19	GARDE015 GARDEN STATE HIGHWAY	1,738.65		4965
13838	11/13/19	GENER006 GENERAL REFRIGERATION CO.	878.66		4965
13839	11/13/19	GRAIN000 GRAINGER	1,403.26		4965
13840	11/13/19	GTLIN000 GTL, INC., T/A	620.50		4965
13841	11/13/19	GTMAR000 GT MARKETING, LTD	460.00		4965
13842	11/13/19	HACKE010 HEALTH AWARENESS REGIONAL PROG	2,323.50		4965
13843	11/13/19	INTER065 INTERSTATE WASTE SERVICES OF	18,948.61		4965
13844	11/13/19	JACKD005 JACK DOHENY COMPANIES INC.	381.81		4965
13845	11/13/19	JANEW010 JANE K. WILLIAMS	150.00		4965
13846	11/13/19	JBLOC000 J & B LOCK & ALARM, INC.	70.00		4965
13847	11/13/19	JESCO000 JESCO INC.	654.55		4965
13848	11/13/19	JOHN006 JOHN MC TIGUE	250.00		4965
13849	11/13/19	JOHNS003 JOHN S. HOGAN BERGEN CTY CLERK	7,035.88		4965
13850	11/13/19	JPMON005 JPMONZO, MUNICIPAL	50.00		4965
13851	11/13/19	KEYST005 KEYSTONE PRINTING INC.	240.00		4965
13852	11/13/19	KIMMA000 KIM MASTER	205.00		4965
13853	11/13/19	LANGU000 LANGUAGE LINE SERVICES, INC.	29.04		4965
13854	11/13/19	LEXIS000 LEXISNEXIS MATTHEW BENDER	55.44		4965

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	CURRENT	CURRENT TREASURY ACCOUNT	Continued		
13855	11/13/19	LOWES000 LOWE'S	423.63		4965
13856	11/13/19	LUBEN005 LUBENET, LLC	118.00		4965
13857	11/13/19	LUPAR000 LUPARDI'S NURSERY INC.	2,865.00		4965
13858	11/13/19	MAHSS000 MAHWAH SALES AND SERVICE, INC	26.55		4965
13859	11/13/19	MGLPR000 MGL PRINTING SOLUTIONS	1,019.00		4965
13860	11/13/19	MID-B000 MID-BERGEN REGIONAL HEALTH COM	17,635.50		4965
13861	11/13/19	MUNIC000 MUNICIPAL EMERGENCY SERVICES	4,122.56		4965
13862	11/13/19	NATIM000 NATIONAL MAINTENANCE SERVICE	1,350.00		4965
13863	11/13/19	NORTH025 NORTHEAST FIRE & SAFETY EQUIP.	1,259.40		4965
13864	11/13/19	PARTS003 PARTS AUTHORITY, INC.	625.27		4965
13865	11/13/19	PAYTO000 PAYTON ELEVATOR COMPANY, INC.	950.16		4965
13866	11/13/19	PETRO006 PETROLEUM EQUIPMENT SERVICE O	286.93		4965
13867	11/13/19	PGAUT006 P&G AUTO INC.	1,201.37		4965
13868	11/13/19	POWER005 POWER PLACE INC	508.71		4965
13869	11/13/19	REPOR014 EMERGENCY REPORTING	1,919.00		4965
13870	11/13/19	ROCKL005 ROCKLAND ELECTRIC COMPANY	5,075.00		4965
13871	11/13/19	RRDON000 RR DONNELLEY	105.00		4965
13872	11/13/19	RUGGE000 SMITTY'S PRODUCTIONS INC	3,369.03		4965
13873	11/13/19	RUSCO000 RUSCON TRUCK SERVICE & EQUIPT	554.28		4965
13874	11/13/19	SENCI000 SEN. CIT. CLUB INC. OF CLOSTER	4,000.00		4965
13875	11/13/19	SKYLA000 Skylands Area Fire Equipment &	21,771.20		4965
13876	11/13/19	STORR000 STORR TRACTOR COMPANY	509.09		4965
13877	11/13/19	SUNSE000 SUNSET CAR WASH	80.00		4965
13878	11/13/19	SUPER015 SUPERIOR DISTRIBUTORS CO., INC	1,895.31		4965
13879	11/13/19	TILCO000 TILCON NY/CREDIT DEPT	78.28		4965
13880	11/13/19	TRANS010 TRANSAXLE LLC	1,949.58		4965
13881	11/13/19	TRI-C005 TRI-COUNTY TERMITE & PEST	50.00		4965
13882	11/13/19	VALLE015 VALLEY MEDICAL GROUP/OHS	238.00		4965
13883	11/13/19	WESTP000 THOMSON REUTERS - WEST	1,625.00		4965

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	130	0	2,251,713.30	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	130	0	2,251,713.30	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	130	0	2,251,713.30	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	130	0	2,251,713.30	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	8-01	405.00	0.00	0.00	405.00
CURRENT FUND	9-01	2,251,308.30	0.00	0.00	2,251,308.30
Total of All Funds:		<u>2,251,713.30</u>	<u>0.00</u>	<u>0.00</u>	<u>2,251,713.30</u>

Range of Checking Accts: 04CAPITAL to 13TRUST Range of Check Dates: 10/08/19 to 11/13/19
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
04CAPITAL CAPITAL ACCOUNT					
1099	10/08/19	JAAL000 J A ALEXANDER, INC	475,355.38		4935
1100	11/13/19	ATLAN035 ATLANTIC TACTICAL INC.	17,885.12		4966
1101	11/13/19	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	7,087.22		4966
1102	11/13/19	CDW00000 CDW GOVERNMENT	4,260.30		4966
1103	11/13/19	CHARL015 CHARLES A. HOFFMAN CONST., CO.	5,300.00		4966
1104	11/13/19	CLOST015 CLOSTER COACHES ASSOCIATION	1,698.50		4966
1105	11/13/19	DECOT000 DECOTIIS, FITZPATRICK, COLE &	139.70		4966
1106	11/13/19	GLGRO005 GL GROUP INC.	15,500.00		4966
1107	11/13/19	HARTM005 HARTMAN EXCAVATING, LLC	6,000.00		4966
1108	11/13/19	LEXI005 LEXI INDUSTRIES LLC	1,606.00		4966
1109	11/13/19	MUSCO000 MUSCO SPORTS LIGHTING, LLC	14,525.00		4966
1110	11/13/19	PESH-000 PESH-E-LECTRIC, INC.	5,000.00		4966
1111	11/13/19	SFMOB011 SF MOBILE VISION INC	3,225.46		4966
1112	11/13/19	SPECT010 SPECTRUM COMMUNICATIONS	5,219.65		4966
1113	11/13/19	WINNE000 WINNER FORD	35,865.00		4966

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	15	0	598,667.33	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	15	0	598,667.33	0.00

12 COAH ACCOUNT COAH ACCOUNT INVESTORS					
94	11/13/19	CHRIS037 CHRISTOPHER P. STATILE, P.A.	5,305.00		4967

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	5,305.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	5,305.00	0.00

13 DEV ESCROW 1 ESCROW MUNIDEX CHECKING 1					
1714	11/13/19	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	1,592.84		4968

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	1,592.84	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	1,592.84	0.00

13 DEV ESCROW 2 ESCROW EDMUNDS CHECKING 2					
3190	11/13/19	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	0.00	11/13/19 VOID	0
3191	11/13/19	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	2,810.88		4969
3192	11/13/19	BOTTI005 BOTTIERI, STEVEN & LAUREN	187.19		4969
3193	11/13/19	CERES005 CERESTE, SAVERIO & MARY	1,000.00		4969
3194	11/13/19	DESAI005 DESAI, AJAY	45.00		4969
3195	11/13/19	JLLAN005 JL LANDSCAPE CONTRACTORS LLC	300.00		4969
3196	11/13/19	MUSTA005 MUSTAZZA, JENNY	415.00		4969
3197	11/13/19	RPSHO005 RPS HOLDINGS LLC	187.78		4969
3198	11/13/19	SJPAV005 SJ PAVING INC.	82.80		4969

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
13 DEV ESCROW 2 ESCROW EDMUNDS CHECKING 2 Continued					
Checking Account Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
		Paid			
		Void			
		Checks:	8	1	5,028.65
		Direct Deposit:	0	0	0.00
		Total:	8	1	5,028.65
13TRUST Trust Checking					
363	10/08/19	CURRE000 CURRENT TREASURY FUND	12,000.00		4933
364	10/22/19	DAWNC000 DAWN CURATOLA	43.43		4951
365	11/13/19	BERGE010 BERGEN COUNTY FIRE PREVENTION	240.00		4970
366	11/13/19	LERCH000 LERCH, VINCI & HIGGINS,LLP	500.00		4970
Checking Account Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
		Paid			
		Void			
		Checks:	4	0	12,783.43
		Direct Deposit:	0	0	0.00
		Total:	4	0	12,783.43
Report Totals			<u>Amount Paid</u>	<u>Amount Void</u>	
		Paid			
		Void			
		Checks:	29	1	623,377.25
		Direct Deposit:	0	0	0.00
		Total:	29	1	623,377.25

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
GENERAL CAPITAL FUND	C-04	598,667.33	0.00	0.00	598,667.33
HOUSING TRUST FUND	T-12	5,305.00	0.00	0.00	5,305.00
OTHER TRUST FUND	T-13	<u>12,783.43</u>	<u>0.00</u>	<u>0.00</u>	<u>12,783.43</u>
Year Total:		18,088.43	0.00	0.00	18,088.43
Total of All Funds:		<u><u>616,755.76</u></u>	<u><u>0.00</u></u>	<u><u>0.00</u></u>	<u><u>616,755.76</u></u>

Project Description	Project No.	Project Total
19 VER VALEN ST	030-690102	1,592.84
32 RYERSON PLACE	2010055602	42.66
115 MAC ARTHUR AVE	2010055610	42.66
32 REYERSON PLACE	2010055776	40.14
115 MAC ARTHUR AVE	2010055784	2.34
750 CLOSTER DOCK RD	2010055867	415.00
69 LEGION PLACE	2010055933	155.00
63 WALKER AVE	2010056006	319.22
597 PIERMONT RD	2010057008	224.44
69 LEGION PLACE	2010057011	32.19
63 BERGENLINE AVE	2010057035	163.97
72 ECKERSON AVE	2010057046	207.00
110 PINE STREET	2010057061	700.00
110 PINE STREET	2010057066	300.00
74 LEGION PLACE	2010057077	300.00
198 HICKORY LANE	2010057078	733.22
178 ALPINE DRIVE	2010057079	103.50
162 CLOSTER DOCK ROAD	2010057092	310.50
95 HIGH STREET	2010057095	187.78
597 PIERMONT ROAD	2010057099	222.81
50 HIGH ST	2010057127	103.50
110 PINE ST	2010057128	422.72
Total of All Projects:		<u>6,621.49</u>

November 6, 2019
11:23 AM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 1

Range of Checking Accts: 14RECREATION to 14RECREATION Range of Check Dates: 10/08/19 to 11/13/19
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num	
14RECREATION		SPECIAL RECREATION ACCOUT				
600	11/13/19	ADMAN000 AD MANUFACTURING CORP.	250.00		4971	
601	11/13/19	CLOST015 CLOSTER COACHES ASSOCIATION	15,278.86		4971	
602	11/13/19	MIDCO000 MID COUNTY OFFICIALS ASSOC.	3,624.00		4971	
Checking Account Totals						
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	3	0	19,152.86	0.00
		Direct Deposit:	0	0	0.00	0.00
		Total:	3	0	19,152.86	0.00
Report Totals						
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks:	3	0	19,152.86	0.00
		Direct Deposit:	0	0	0.00	0.00
		Total:	3	0	19,152.86	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
RECREATION TRUST	T-14	19,152.86	0.00	0.00	19,152.86
Total of All Funds:		<u>19,152.86</u>	<u>0.00</u>	<u>0.00</u>	<u>19,152.86</u>

November 6, 2019
11:25 AM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 1

Range of Checking Accts: 15ANIMAL MANUAL to 15ANIMAL MANUAL Range of Check Dates: 10/08/19 to 11/13/19
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
15ANIMAL MANUAL		ANIMAL ACCOUNT MANUAL			
910281	10/28/19	CURRE000 CURRENT TREASURY FUND	200.00		4958
Checking Account Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	1	0	200.00 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	1	0	200.00 0.00
Report Totals					
			<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u> <u>Amount Void</u>
		Checks:	1	0	200.00 0.00
		Direct Deposit:	0	0	0.00 0.00
		Total:	1	0	200.00 0.00

November 6, 2019
11:25 AM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 2

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
DOG TRUST	T-15	200.00	0.00	0.00	200.00
Total of All Funds:		<u>200.00</u>	<u>0.00</u>	<u>0.00</u>	<u>200.00</u>

November 6, 2019
11:26 AM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 1

Range of Checking Accts: CURRENT-MANUAL to CURRENT-MANUAL Range of Check Dates: 10/08/19 to 11/13/19
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
CURRENT-MANUAL	CURRENT - MANUAL				
910081	10/08/19	NJSHB000 NJSHBP	86,793.37		4936
910092	10/09/19	PAYR0000 PAYROLL AGENCY ACCOUNT	12,698.17		4938
910095	10/09/19	BORO0000 BORO OF CLOSTER - PAYROLL ACCT	564.22		4938
910096	10/09/19	BORO0000 BORO OF CLOSTER - PAYROLL ACCT	255,900.40		4941
910098	10/09/19	PAYR0000 PAYROLL AGENCY ACCOUNT	100.18		4942
910151	10/15/19	NEOPO015 NEOPOST LEASING	4,000.00		4946
910252	10/25/19	PAYR0000 PAYROLL AGENCY ACCOUNT	9,531.06		4955
910253	10/25/19	PAYR0000 PAYROLL AGENCY ACCOUNT	85.11		4955
910254	10/25/19	BORO0000 BORO OF CLOSTER - PAYROLL ACCT	258,707.18		4956
911121	11/04/19	NJSHB000 NJSHBP	86,793.37		4961

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	10	0	715,173.06	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	10	0	715,173.06	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	10	0	715,173.06	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	10	0	715,173.06	0.00

November 6, 2019
11:26 AM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 2


Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	9-01	715,173.06	0.00	0.00	715,173.06
Total of All Funds:		<u>715,173.06</u>	<u>0.00</u>	<u>0.00</u>	<u>715,173.06</u>

CHIEF FINANCIAL OFFICER CERTIFICATION OF AVAILABILITY OF FUNDS

Borough of Closter Council

As the Chief Financial Officer of the Borough of Closter, responsible for the maintenance of the financial records of the Municipality, I hereby certify that adequate funds have been appropriated. All funds are available for the aforementioned purpose and that payment of perspective contract price will be charged against and not to exceed the amount appropriated in the:

Closter Board of Education -	September	2019	\$	1,656,577.42
Northern Valley Regional H.S. -	September	2019	\$	-
Bergen County Tax			\$	-
Bergen County Open Space Tax			\$	-
2018 Budget Appropriations -	Operating		\$	405.00
2019 Budget Appropriations -	Operating		\$	772,417.80
Payroll	10/15/19		\$	269,162.79
Payroll	10/30/15		\$	268,323.35
Total Current Treasury	09/12/19-10/07/19			<u>\$2,966,886.36</u>
Capital			\$	598,667.33
Escrow Trust Account			\$	19,404.92
Recreation			\$	19,152.86
Housing Trust			\$	5,305.00
Animal Account			\$	200.00
Open Space			\$	-
Community Development Block Grant			\$	-
Food Locker			\$	-



Joseph Luppino
Chief Finance Officer
Borough of Closter

Dated:11/13/19

BOROUGH OF CLOSTER
BERGEN COUNTY
RESOLUTION

WHEREAS, the Miscellaneous Trust Bank Account has an overage of \$2,597.12 after clearing out all of the old Escrow accounts

WHEREAS, the Borough wishes to close the Miscellaneous Trust Bank account

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter that the Deputy Treasurer is hereby authorized to close the Miscellaneous Trusts Bank account and deposit the funds (\$2,597.12) in the Current Treasury Account.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:



Loretta Castano, Borough Clerk

APPROVED:



John C. Glidden Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
RESOLUTION MEMORIALIZING THE DECISION OF THE GOVERNING BODY TO APPROVE
THE CARRYOVER OF 2019 UNUSED VACATION DAYS
UNTIL MAY 31, 2020**

WHEREAS, at the public meeting held on November 13, 2019, the Governing Body discussed the Borough’s vacation carryover policy for its employees; and

WHEREAS, the Borough Administrator noted that the current version of the Borough’s Personnel Manual states that “no more than three (3) unused vacation days may be carried over and they must be used by March 31st or they will be forfeited”; and

WHEREAS, there was concern that, in light of the fast approaching deadline, there was not adequate time to ensure compliance with this policy this year; and

WHEREAS, the Borough’s Employee manual states “as it is desired that each employee take advantage of the authorized annual period of health, rest, relaxation and pleasure”; and

WHEREAS, the Governing Body determined that in the interest of fairness and equity, as well as the Borough’s need for coverage in several departments, the aforementioned allowable vacation days to carry over will be limited to ten (10) days this year and the deadline will extended to May 31, 2020 for the 2019 Calendar Year.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that this Resolution approves the carryover of 2019 unused vacation days will be limited to ten (10) days until May 31, 2020 for its employees for this year only. Thereafter, unused carryover days shall be forfeited.

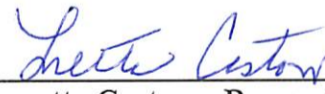
COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai					X	
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: November 13, 2019

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION PROMOTING THOMAS BRUECK
FROM THE RANK OF LIEUTENANT TO CAPTAIN

WHEREAS, the Closter Chief of Police has recommended that Lt. Thomas Brueck be promoted to the rank of Captain to, among other reasons, strengthen the chain of command and increase supervisory oversight in the department; and

WHEREAS, the Public Safety Committee recommends the promotion be approved by the Governing Body and

WHEREAS, the Mayor and Council have determined that the promotion is in the best interest of the Borough; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter that Lt. Thomas Brueck be promoted to the rank of Captain effective November 1st 2019, with a swearing in on November 25th, 2019.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai					X	
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			


Adopted: November 13th, 2019

ATTEST:



 Loretta Castano, Borough Clerk

APPROVED:



 John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13th, 2019

 Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

**RESOLUTION IN OPPOSITION TO FORCED CONSOLIDATION OF LOCAL
PUBLIC SCHOOL DISTRICTS**

WHEREAS, municipalities are excellent fiscal stewards that have been doing more with less ever since New Jersey was founded in 1787 and are run by elected officials who live and work in the communities they represent, and are more committed to working together and the responsible and efficient use of tax dollars than any other level of government; and

WHEREAS, Senate President Stephen Sweeney has called for the forced consolidation of all K-4, K-5, K-6, K-8 and K-9 school districts into regional school districts as part of his 32-recommendation "Path to Progress" plan; and

WHEREAS, Governor Philip Murphy recently has set aside \$10 million for New Jersey to help promote shared services and Senate President Stephen Sweeney responded by vocalizing support for \$2 million of those dollars to be earmarked to study K-12 consolidation; and

WHEREAS, the Borough supports voluntary consolidation of local school districts, if the process is initiated at the local level, has the support of the governing bodies of the affected municipalities, and the completed studies indicate it would be beneficial to the Borough of Closter and the surrounding municipalities;

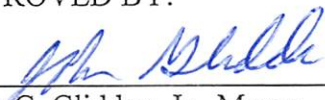
NOW, THEREFORE, BE IT RESOLVED that the Borough of Closter, County of Bergen opposes any measure, initiative, or plan that mandates the forced consolidation of local school districts; and it is further

RESOLVED, that the General Assembly, the Senate, and the Governor be urged to oppose forced consolidation of local school districts without proper investigation and majority support by the local school districts involved in any potential consolidation.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of the Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER RESOLUTION
RESOLUTION APPROVING TAX COLLECTOR TO CREDIT AND CANCEL
TAXES RECEIVABLE FOR PERMANENTLY DISABLED VETERAN'S SPOUSE

WHEREAS, N. J. S. A. 54:4-3.30 provides that the dwelling house and lot of any citizen and resident of the state of New Jersey honorably discharged from active duty, from any branch of the armed forces of the United States, who has been declared by the United States Veteran's Administration to have a 100% service connected permanent disability, shall be exempt from real property taxation.

WHEREAS, Borough of Closter resident **Bernard Kelly** who owned and resided at **36 Smith Street**, Closter, New Jersey, also known as Block **302** Lot **18**, was posthumously declared 100% permanently and totally disabled by the Veteran's Administration.

WHEREAS, Mrs. Bridget Kelly applied for the tax exemption on October 31, 2019 with the Tax Assessor for the Borough of Closter. The Tax Assessor granted said exemption effective November 1, 2019 to the surviving spouse.


WHEREAS, the Borough of Closter Tax Collector has calculated the credit to the account for November and December to be **\$2,023.83** as well as cancel the preliminary bill for First and Second Quarters 2020 in the total amount of **\$6,071.52**.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Closter authorizes the Tax Collector to *credit* Mrs. Kelly's account in the amount of \$2,023.83 to effect said exemption **AND cancel** taxes for First and Second Quarters 2020 in the total amount of \$6,071.52.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	


DATE: November 13, 2019

ATTEST:



 Loretta Castano, Borough Clerk

APPROVED:



 John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION DESIGNATING AUTHORIZED SIGNATURES
ON
COMMUNITY DEVELOPMENT BLOCK GRANTS**

BE IT RESOLVED, by the Mayor and Council of the Borough of Closter, Bergen County, that the following Borough Officials are hereby authorized and directed to administer all applications, vouchers and documentation relative to Community Development Block Grants for the benefit of the residents of the Borough of Closter:

Edward H. Hynes, Borough Administrator
and
John C. Glidden, Jr., Mayor

BE IT FURTHER RESOLVED former Borough Administrator/Treasurer, Arthur Braun Dolson, is removed from administering documentation for the Community Development Block Grant; and,

BE IT ALSO RESOLVED, that the Clerk shall forward a certified copy of this Resolution to the Deputy Treasurer and Borough Administrator.

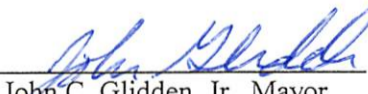
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Meeting held November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

**2020-2021 Community Development Block Grant
RESOLUTION**

WHEREAS, a Bergen County Community Development grant totaling \$12,900.00 has been proposed by the Borough of Closter for the ADA Automatic Swing Operator Doors for the Closter Public Library Community Room Entrance in the municipality of the Borough of Closter, and

WHEREAS, pursuant to the State Inter-local Services Act, Community Development funds may not be spent in a municipality without authorization by the Governing Body, and

WHEREAS, the aforesaid project is in the best interest of the people of the Borough of Closter, and

WHEREAS, this resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid Community Development application.

NOW, THEREFORE BE IT RESOLVED that the Governing Body of the Borough of Closter hereby confirms endorsement of the aforesaid project, and,

BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to the Director of the Bergen County Community Development Program (Robert G. Esposito, Director; Bergen County Division of Community Development; One Bergen County Plaza, 4th Floor; Hackensack, NJ 07601) so that the implementation of the aforesaid project may be expedited.

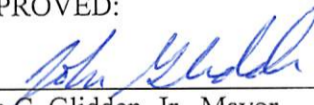
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held on November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING CLOSTER MUNICIPAL COURT
TO ACCEPT ELECTRONIC PAYMENTS AND ENTER INTO CONTRACT
WITH MUNICI PAY**

WHEREAS, N.J.S.A. 40A:5-43 and N.J.A.C. 5:30-9.1 et seq. permit municipalities to accept electronic receipt transactions such as credit cards and debit cards as a means of collecting municipal obligations; and

WHEREAS, N.J.S.A. 2B:1-5, Electronic Payment Systems Established by Courts, authorizes municipal courts, when permitted by resolution of the appropriate municipal governing bodies, to establish systems to accept the payment of civil and criminal fines and penalties and other judicially imposed financial obligations by card based payment, electronic funds transfer, or any other method deemed feasible by the Supreme Court, subject to certain conditions and exceptions stated therein; and

WHEREAS, the Supreme Court of the State of New Jersey also has adopted Rules of Court, including R. 7:14-4(c), appropriate to effectuate the purposes of these laws; and

WHEREAS, the governing body of the Borough of Closter has determined that it is in the best interests of the Borough to authorize the acceptance of credit cards, debit cards, electronic funds transfer or any other method deemed feasible by the Supreme Court by the Closter Municipal Court as a more efficient payment method to meet the financial obligations owed to the Closter Municipal Court, with minimal or no service fees to the Borough; and

WHEREAS, the Borough of Closter desires, subject to the provisions of the Local Public Contracts Law, to enter into a contract with a provider of electronic receipt equipment and services (the "Services") that is compliant with all requirements established by statute, Court Rule and Administrative Directives of the Supreme Court; and

WHEREAS, the Borough Administrator requested proposals from vendors, and vendors submitted proposals to provide the aforementioned Services; and

WHEREAS, the lowest proposal was obtained from MunicIPAY (a copy of which is attached hereto as **Exhibit A**);

WHEREAS, MunicIPAY has proposed to provide the Services for a sum not to exceed \$7500.00; and

WHEREAS, this agreement is below the applicable bid threshold and therefore exempt from New Jersey's Local Public Contracts law;

NOW, THEREFORE, BE IT RESOLVED the governing body of the Borough of Closter, County of Bergen and State of New Jersey, as follows:

1 The Borough is hereby authorized to enter into a contract on behalf of the Closter Municipal Court with MunicIPAY, in an amount not to exceed \$7500.00, to establish systems to accept the payment of civil and criminal fines and penalties and other judicially imposed financial obligations by card based payment, electronic funds transfer, or any other method deemed feasible by the Supreme Court to enable a more efficient payment method to meet the financial obligations owed to the Closter Municipal Court.

2. The Contract shall comply with all requirements established by statute, Court Rule and Administrative Directives of the Supreme Court and all related contracting requirements applicable to vendors for the Borough, and is subject to receipt of the required insurance certificates and Hold Harmless Agreement.

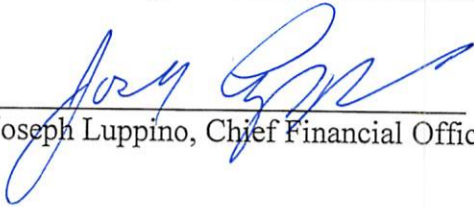
3. The Borough Attorney is hereby authorized to prepare the agreement; the Mayor and Clerk are hereby authorized to execute the aforementioned agreement; and the Clerk shall keep a copy of the agreement on file for public inspection.

BE IT FURTHER RESOLVED that upon the adoption of the within resolution, the Borough Clerk is authorized to forward a certified copy of it to the Borough CFO, Finance Office, Closter Municipal Court and Borough Administrator.

CERTIFICATION OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds which are required for the above services are available to the Borough of Closter in account number 9-01-20-100-000-028 for calendar year 2019.

Dated: November 13, 2019


 Joseph Luppino, Chief Financial Officer


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:

APPROVED:


 Loretta Castano, Borough Clerk


 John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

 Loretta Castano, Borough Clerk

EXHIBIT A

Amendment to Merchant Processing Agreement

1 Your Business Information

Merchant Identification #(s) _____

Your Legal Name: _____

First/Last Contact Name: _____

Title: _____

Business Phone: _____

2 What this Amendment Does

2.1 This Amendment amends the Program Terms and Conditions (the **Program Guide**) to your merchant processing agreement by:

- (1) Deleting Section 24 (Exclusivity) in its entirety.
- (2) Adding the following Section 28.8 to the end of Section 28 (Confidentiality):

28.8 We acknowledge that you may be subject to public records laws for the State in which you are located and any non-exempt public records, which may include our confidential information, are subject to inspection and copying upon request by the public. If a Public Records request is made for our confidential information, you will provide us 10 days' prior notice of your intent to disclose the records so that we may seek a protective order or take other court action. If no such action is filed, you may disclose the records.

- (3) Deleting the first sentence of Section 29.1 and replacing it with the following:

29.1 Any transfer or assignment of this Agreement by you, without our prior written consent (such consent not to be unreasonably withheld by us), by operation of law or otherwise, is voidable by us.

- (4) Deleting the last paragraph of Section 29.3 and replacing it with the following:

Processor may not assign or transfer this Agreement to any other Person without your prior written consent (such consent not to be unreasonably withheld by you). Subject to Card Organization Rules, Bank may assign or transfer this Agreement and its rights, duties and obligations hereunder, in whole or in part, to any Person, whether in connection with a change in sponsorship, as set forth in the preceding paragraph, or otherwise, without notice to you or your consent.

Amendment to Merchant Processing Agreement

- (5) Deleting Section 31.4.1 and replacing it with the following:
- 31.4.1** Any funds pertaining to the Card transactions contemplated by this Agreement now or hereafter in our possession may be commingled with other funds of ours, or, in the case of any funds held pursuant to the foregoing paragraphs, with any other funds of other customers of ours. In addition to any rights now or hereafter granted under applicable law and not by way of limitation of any such rights, we are hereby authorized by you at any time and from time to time, without notice or demand to you or to any other Person (any such notice and demand being hereby expressly waived), to set off, recoup and to appropriate and to apply any and all such funds against and on account of your obligations to us and our respective Affiliates under this Agreement and any other agreement with us our respective Affiliates for any related equipment or related services (including any check services), whether such obligations are liquidated, unliquidated, fixed, contingent, matured or unmatured.
- (6) Deleting Section 31.4.3 in its entirety;
- (7) Deleting the phrase "agree to indemnify and hold us and the Card Organizations harmless from and against" from Section 33.1 and replacing it with the phrase "are fully responsible for";
- (8) Deleting Sections 45.1 and 45.2 and replacing those Sections with the following:
- 45.1 Choice of Law.** This Agreement shall be governed by and construed in accordance with the laws of the State in which you are located (without regards to its choice of law provisions).
- 45.2 Venue.** The exclusive venue for any actions or claims arising under or related to this Agreement shall be in the appropriate state or federal court located in the State in which you are located.
- (9) Deleting Section 45.3 in its entirety.
- (10) Deleting the last two paragraphs of Section A.3. (Additional Fees and Early Termination) of Part IV (Additional Important Information For Cards). Notwithstanding anything to the contrary in the Agreement, if you cancel the Agreement before the end of the term without a default by us, we will not charge you an early termination fee, and your cancellation will not be a default or other material breach of this Agreement.
- 2.2 Nothing in this Amendment or the Program Guide will abrogate the defense of sovereign or governmental immunity if otherwise available to you.

Amendment to Merchant Processing Agreement

3 Effective Date

This Amendment becomes effective as of the effective date of your merchant processing agreement.

4 Amendment Approval

By signing below, you acknowledge that:

- You have read and understand this Amendment;
- You agree to comply with this Amendment; and
- You understand that if you sign this Amendment using an electronic signature process, the resulting signature has the same legal effect as if you had signed it by hand.

The individual signing below represents that s/he is authorized to sign this Amendment on behalf of the entity identified in Section 1.

Merchant
By: _____
Signature
Name: _____
Print or Type
Title: _____
Date: _____

Municipay, LLC

By: _____
Signature
Name: _____
Print or Type
Title: _____

MERCHANT APPLICATION AND AGREEMENT	
Agent Code MP1006	
Merchant # _____	Sales Rep Signature: _____
Print Sales Rep Name: _____	Sales Rep Phone #: _____



CardCoN2104	BUSINESS INFORMATION			CardCo2201
Legal Name of Business: Borough of Closter	Business Open Date: 01/01/1900	State Organized:	Type of Business: 9399	
DBA Name: Borough of Closter	Types of goods or services sold: Government Fees			
Location Address: 295 Closter Dock Road	Current length of ownership:		# of Locations:	
City, State, Zip: Closter, NJ 07624	Average Monthly Volume VS/MC/DSVR/AMEX: \$ 9500.00	Average Ticket Amount VS/MC/DSVR/AMEX: \$ 5.00	High Ticket Amount VS/MC/DSVR/AMEX: \$ 1000.00	
Contact Name and Title: Edward Hynes	Swiped 25 %		Face to Face %	MOTO (mail order) 25 %
Phone: 2017840600 Fax:	Keyed %		Internet 50 %	TOTAL 100%
Email Address: ehynes@closternj.us	TOTAL 100%		TOTAL 100%	
Website Address: http://www.closterboro.com/closter/	Products / Services are delivered in: TOTAL = 100%			
Mailing Address (if different from location): 295 Closter Dock Road	0-7 days 100 %		8-14 days 0 %	15-30 days 0 %
City, State, Zip: Closter, NJ 07624	over 30 days 0 %			
Country: US	Contact Name:	Seasonal Sales: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No High Volume Months:		
Phone: Fax:	Please identify any Software used for storing, transmitting, or processing Card transactions or authorization reports: MunicipiPAY			
Do you use any third party to store, process or transmit cardholder data? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No If yes, give name/address: MunicipiPAY				

OWNERS/OFFICERS INFORMATION

Sole Proprietor LLC Partnership LP Corporation Other: Choose **Gov't Entity**

Name (as it appears on your income tax return) Borough of Closter	FEDERAL TAX ID # (as it appears on your income tax return)	<input type="checkbox"/> I certify that I am a foreign entity/nonresident alien. (If checked, please attach IRS Form W-8.)
---	---	---

NOTE: Failure to provide accurate information may result in a withholding of merchant funding per IRS regulations. (See Part IV, Section A.4 of your Program Guide for further information.)

Please provide the following information for each individual who owns, directly or indirectly, 25% or more of the equity interest of your business

Owner 1 / Principal Name: Edward Hynes	Title: TREASURER	% of Ownership: 0	Date of Birth: N/A	Social Security #: N/A
Current Residence Address: 295 Closter Dock Road	City, State, Zip: Closter, NJ 07624	Phone #: 2017840600	Mobile Phone #: 2017840600	
Owner 2 Name:	Phone #:	Owner 3 Name:	Phone #:	
Current Residence Address:	Date of Birth:	Current Residence Address:	Date of Birth:	
City, State, Zip:	% of Ownership:	Social Security #:	City, State, Zip:	% of Ownership:
Owner 4 Name:	Phone #:	Owner 5 Name:	Phone #:	
Current Residence Address:	Date of Birth:	Current Residence Address:	Date of Birth:	
City, State, Zip:	% of Ownership:	Social Security #:	City, State, Zip:	% of Ownership:

BANK ACCOUNT (Include a voided check when submitted)

Bank Name:	Routing #:	Account #:
------------	------------	------------

EQUIPMENT/ GATEWAY/ DOWNLOAD INFORMATION

CardPointe Gateway API Merchant Center VT Equipment Cost Billed to Merchant: Yes No

Rental - Purchase - Customer Owned	QTY	IP	Equipment Category	Equipment Name	Authorization Network	Unit Price w/o Tax and S&H	For Customer-Owned Equipment Track/Version/Serial #
		<input type="checkbox"/>				\$	
		<input type="checkbox"/>				\$	
		<input type="checkbox"/>				\$	
		<input type="checkbox"/>				\$	

CardConnect is a registered ISO of Wells Fargo Bank, N.A., Concord, CA

PIN Debit (plus the applicable network fees)				EBT Information									
Unbundled PIN Debit:	Discount Rate: _____%			FNS #	Transaction Fee \$								
	Transaction Fee: \$ _____			American Express Direct									
PIN Debit Declined Transaction Fee:	\$ _____			<input type="checkbox"/> American Express Pass-Thru									
Tiered Pricing: (Select One)													
	Discount Fee		Discount Fee		Discount Fee	Discount Fee							
MC Qualified Credit	_____%	Visa Qualified Credit	_____%	Discover Qualified Credit	_____%	American Express Qual Credit	_____%						
MC Mid-Qualified Credit	_____%	Visa Mid-Qualified Credit	_____%	Discover Mid-Qualified Credit	_____%	American Express Mid-Qual Credit	_____%						
MC Non-Qualified Credit	_____%	Visa Non-Qualified Credit	_____%	Discover Non-Qualified Credit	_____%	American Express Non-Qual Credit	_____%						
MC Qualified Non-PIN Debit	_____%	Visa Qualified Non-PIN Debit	_____%	Discover Qualified Non-PIN Debit	_____%	Sales Credit & Non-PIN Debit Trans. Fee	\$ _____						
MC Mid-Qualified Non-PIN Debit	_____%	Visa Mid-Qualified Non-PIN Debit	_____%	Discover Mid-Qualified Non-PIN Debit	_____%								
MC Non-Qualified Non-PIN Debit	_____%	Visa Non-Qualified Non-PIN Debit	_____%	Discover Non-Qualified Non-PIN Debit	_____%								
Flat Rate													
Sales Credit & Non-PIN Debit Trans. Fee \$ <u>0.00</u>	MC Qual Credit	Discount	0 %	Visa Qual Credit	Discount	0 %	Discover Network Qual Credit	Discount	0 %	American Express Qual Credit	Discount	0 %	
	MC Qual Non-PIN Debit	Discount	0 %	Visa Qual Non-PIN Debit	Discount	0 %	Discover Network Qual Non-PIN Debit	Discount	0 %		Discount	0 %	
<input type="checkbox"/> Dues & Assessments		<input type="checkbox"/> Billback		Non-Qualified Surcharge Fee (excluding interchange pass-through fees, see Section 18.1) Applies to Non-qualified MC, Visa, Discover, American Express Credit and/or Non-PIN Debit Transactions. _____%									
<input checked="" type="checkbox"/> Pass Through Interchange — Includes Dues and Assessments. You will be charged the applicable interchange rate from MasterCard, Visa or Discover, plus a MasterCard Assessment Fee of .13%, a Visa Assessment Fee of .14%, or a Discover Assessment Fee of .13%, plus any other fees indicated on this Service Fee Schedule. (MC Assessment Fee when transaction is equal to \$1,000 or more will be assessed an additional 0.01% per transaction.) American Express Network Fee of .15%													
Sales Credit & Non-PIN Debit Trans. Fee	\$ _____	MC Qual Credit & Non-PIN Debit	Discount (Based on Gross Sales Vol.)	%	Visa Qual Credit & Non-PIN Debit	Discount (Based on Gross Sales Vol.)	%	Discover Network Qual Credit & Non-PIN Debit	Discount (Based on Gross Sales Vol.)	%	American Express Qual Credit	Discount (Based on Gross Sales Vol.)	%
<input type="checkbox"/> Net Interchange MC, Visa or Discover													
CardCoN2104		AUTHORIZATION AND TRANSACTION FEES								CardCo2201			
ACH Batch Fee				\$ 0.00 /batch				Voice Authorization Fee			\$ 0.00 /each		
MC, Visa, Discover Network, American Express Auth Fee				\$ 0.00 /each				Address Verification Fee (AVS)			\$ 0.00		
								CardConnect Gateway Transaction Fee			\$ 0.00		
OTHER FEES													
Gateway Set-up Fee				\$ 0.00 (one time fee)				Regulatory Product Monthly Fee			\$ 0.00 /month		
Gateway Internet Service Fee				\$ 0.00				PCI Non-Compliance Monthly Fee			\$ 0.00		
Chargeback Fee				\$ 25.00 /each				Application Fee (Non-Refundable)			\$ 0.00		
Retrieval Fee				\$ 0.00 /each				Wireless Access Fee			\$ 0.00		
Early Cancellation Fee				\$ 0.00 /each				Annual Membership Fee*			\$ 0.00		
Monthly Account Minimum Fee				\$ 0.00 /each				CardPoints Platform Fee			\$ 0.00		
Statement Fee				\$ 0.00 /each				Data Breach			\$ 0.00		
North Program Cost Fee/American Express				%				PCI Annual Fee			\$ 0.00		
CLOVER FEES													
Clover Service Fee (charged per device)				\$ 0.00 /each				Clover Go Service Fee			\$ 0.00 /month		
TransArmor Monthly Fee				\$ 0.00									
Check Acceptance Fees (Fees are debited monthly and Billed separately by TeleCheck)													
<input type="checkbox"/> In-Person Warranty <input type="checkbox"/> Mobile App Warranty <input type="checkbox"/> Online Warranty													
Inquiry Rate				_____%				Customer Requested Operator Call (CROC)			\$ 0.00		
December Risk				_____%				Unauthorized Return Fee (only charged when entitled with TeleCheck)			\$ 0.00		
Surcharge Per Trans Fee				\$ _____									
Monthly Minimum Fee (per location)				\$ _____				(See Agreement for definitions, warranty requirements, and any additional fees.)					
Statement Processing Fee				\$ _____				All other card association fees are passed thru at cost - NABU, APF, connectivity, & usage.					
*Billed on anniversary of account keyed date.													

CardCoN2104	PETROLEUM SERVICES			CardCo2201	
WEX Auth Fee	\$ _____	WEX Chargeback Discount	_____ %	WEX Retrieval Fee	\$ _____
WEX Sales Discount	_____ %	WEX Chargeback Reversal Discount	_____ %	Voyager Sales Discount Fee	_____ %
WEX Refund Discount	_____ %	WEX Chargeback Fee	\$ _____	Voyager Authorization Fee	\$ _____
SITE INSPECTION					
Merchant Location: <input type="checkbox"/> Retail Store Front <input type="checkbox"/> Office Building <input type="checkbox"/> Warehouse <input type="checkbox"/> Residence <input type="checkbox"/> Other:				Hours of Operation:	
The Merchant: <input type="checkbox"/> Owns <input type="checkbox"/> Leases the business premises (If Lease, Landlord Name):			Phone #:		
Merchant appears to be conducting business as represented in application? <input type="checkbox"/> Yes <input type="checkbox"/> No Merchant is adequately staffed and stocked to do business? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you taken pictures of the inside and outside of the premises? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you confirmed the identity of the person who signed the application? <input type="checkbox"/> Yes <input type="checkbox"/> No			I hereby Certify that I have physically inspected the business premises of the Merchant at this address. Print Name: _____ Signature X _____ Date _____		
AGREEMENT APPROVAL					
<p>Merchant Acceptance – Each person signing below agrees to the terms and conditions stated in the front and back of this agreement and certifies that all information provided in the application is true, correct and complete. Client acknowledges and agrees that we, our Affiliates and our third party subcontractors and/or agents may use automatic telephone dialing systems to contact Client at the telephone number(s) Client has provided in this Merchant Processing Application and Agreement and/or may leave a detailed voice message in the event that Client is unable to be reached, even if the number provided is a cellular or wireless number or if Client has previously registered on a Do Not Call list or requested not to be contacted by Client for solicitation purposes. Client hereby consents to receiving commercial electronic mail messages from us, our Affiliates and our third party subcontractors and/or agents from time to time. Each signer authorizes CardConnect and/or the Member Bank or any agent of the Member Bank, to make whatever inquiries CardConnect and/or the Member Bank deem appropriate to investigate, verify, or research references, statements or data, including personal credit reports for the purpose of this application. Merchant understands this agreement shall not take effect until Merchant has been approved by CardConnect and/or the Member Bank and a merchant number is issued.</p> <p>You further acknowledge and agree that you will not use your merchant account and/or the Services for illegal transactions, for example, those prohibited by the Unlawful Internet Gambling Enforcement Act, 31 U.S.C. Section 5361 et seq, as may be amended from time to time, or processing and acceptance of transactions in certain jurisdictions pursuant to 31 CFR Part 500 et seq. and other laws enforced by the Office of Foreign Assets Control (OFAC).</p> <p>Client certifies, under penalties of perjury, that the federal taxpayer identification number and corresponding filing name provided herein are correct.</p>					
X _____ #1 from Application (Signature)		_____ Date		X _____ #2 from Application (Signature)	_____ Date
<p>For All Corporations – Corporate Resolution The indicated officer(s) identified in numbers 1 and/or 2 have the authorization to execute the Merchant Processing Agreement on behalf of the here within named corporation.</p>					
X _____ Corporate Officer (Signature)		_____ Title		_____ Date	
TELECHECK ACH AUTHORIZATION					
<p>ACH Debit and Credit Authorization: Client authorizes its Financial Institution to pay and charge to its account by electronic fund transfer the amount due TeleCheck and/or TRS under this Agreement and to accept all credits and debits made to its account by electronic fund transfer as a result of TeleCheck's and/or TRS' services. This authorization shall remain in effect until thirty days after revoked in writing.</p>					
X _____ Authorized Signature on TeleCheck Account for ACH		_____ Name/Title		_____ Date	
<p>Personal Guarantee – If applicable By signing below, signer(s) unconditionally guarantee(s) to the Processor and its successors and assigns the full and prompt payment when due of all its obligations of every kind and nature of Merchant arising directly or indirectly out of the Agreement and/or the TeleCheck / TRS Services Agreement or any document or agreement executed and delivered by Merchant in accordance with the terms of the Agreement. The undersigned further agrees to pay to the Processor all expenses including attorney fees and court costs) paid or incurred by the Processor in collecting such obligations and in enforcing this Guaranty.</p>					
X _____ #1 from Application (Signature)		_____ Date		X _____ #2 from Application (Signature)	_____ Date
CardConnect, LLC Application Approved By: X _____ <div style="display: flex; justify-content: space-between; width: 100%;"> Signature Title Date </div>					
Wells Fargo Bank, N.A. (a member of Visa USA, Inc. and MasterCard International Inc.) Application Approved By: X _____ <div style="display: flex; justify-content: center; width: 100%;"> Signature </div>					

PROCESSOR INFORMATION: Name: CardConnect, LLC
 Address: 1000 Continental Drive, Suite 300, King on Prussia, PA 19046
 URL: www.cardconnect.com Customer Service #: 1-877-828-0720

Please read the Program Guide in its entirety. It describes the terms under which we will provide merchant processing Services to you.

From time to time you may have questions regarding the contents of your Agreement with Bank and/or Processor or the contents of your Agreement with TeleCheck. The following information summarizes portions of your Agreement in order to assist you in answering some of the questions we are most commonly asked.

1. **Your Discount Rates** are assessed on transactions that qualify for certain reduced interchange rates imposed by MasterCard, Visa, Discover and PayPal. Any transactions that fail to qualify for these reduced rates will be charged an additional fee (see Section 25 of the Program Guide).
2. **We may debit your bank account** (also referred to as your Settlement Account) from time to time for amounts owed to us under the Agreement.
3. **There are many reasons why a Chargeback may occur.** When they occur we will debit your settlement funds or Settlement Account. For a more detailed discussion regarding Chargebacks see Section 14 of the Your Payments Acceptance Guide or see the applicable provisions of the TeleCheck Solutions Agreement.
4. **If you dispute any charge or funding,** you must notify us within 60 days of the date of the statement where the charge or funding appears for Card Processing or within 30 days of the date of a TeleCheck transaction.
5. **The Agreement limits our liability to you.** For a detailed description of the limitation of liability see Section 27, 37.3, and 39.10 of the Card General Terms; or Section 17 of the TeleCheck Solutions Agreement.
6. **We have assumed certain risks** by agreeing to provide you with Card processing or check services. Accordingly, we may take certain actions to mitigate our risk, including termination of the Agreement, and/or hold monies otherwise payable to you (see Card Processing General Terms in Section 30, Term; Events of Default and Section 31, Reserve Account; Security Interest), (see TeleCheck Solutions Agreement in Section 7), under certain circumstances.
7. **By executing this Agreement with us** you are authorizing us and our Affiliates to obtain financial and credit information regarding your business and the signers and guarantors of the Agreement until all your obligations to us and our Affiliates are satisfied.
8. **The Agreement contains a provision** that in the event you terminate the Agreement prior to the expiration of your initial five (5) year term, you will be responsible for the payment of an early termination fee as set forth in Part IV, A.3 under "Additional Fee Information" and Section 16.2 of the TeleCheck Solutions Agreement.
9. **If you lease equipment from Processor,** it is important that you review Section 1 in Third Party Agreements. Bank is not a party to this Agreement. **THIS IS A NON-CANCELABLE LEASE FOR THE FULL TERM INDICATED.**

10. Card Organization Disclosure

Visa and MasterCard Member Bank Information: Wells Fargo Bank, N.A.

The Bank's mailing address is P.O. Box 6079, Concord, CA 94524, and its phone number is 1-844-284-6843.

Important Member Bank Responsibilities:

- a) The Bank is the only entity approved to extend acceptance of Visa and MasterCard products directly to a merchant.
- b) The Bank must be a principal (signer) to the Agreement.
- c) The Bank is responsible for educating merchants on pertinent Visa and MasterCard rules with which merchants must comply; but this information may be provided to you by Processor.
- d) The Bank is responsible for and must provide settlement funds to the merchant.
- e) The Bank is responsible for all funds held in reserve that are derived from settlement.
- f) The Bank is the ultimate authority should a merchant have any problems with Visa or MasterCard products (however, Processor also will assist you with any such problems).

Important Merchant Responsibilities:

- a) Ensure compliance with Cardholder data security and storage requirements.
- b) Maintain fraud and Chargebacks below Card Organization thresholds.
- c) Review and understand the terms of the Merchant Agreement.
- d) Comply with Card Organization Rules and applicable law and regulations.
- e) Retain a signed copy of this Disclosure Page.
- f) You may download "Visa Regulations" from Visa's website at: <https://usa.visa.com/support/merchant.html>.
- g) You may download "MasterCard Regulations" from MasterCard's website at: <http://www.mastercard.com/us/merchant/support/rules.html>.
- h) You may download "American Express Merchant Operating Guide" from American Express' website at: www.americanexpress.com/merchantopguide.

Print Client's Business Legal Name: Borough of Closter

By its signature below, Client acknowledges that it has received the Merchant Processing Application, Program Terms and Conditions [version CardCoN2104] consisting of 50 pages [including this Confirmation Page and the applicable Third Party Agreement(s)], Interchange Qualification Matrix, American Express Program Pricing, and Interchange Schedule.

Client further acknowledges reading and agreeing to all terms in the Program Terms and Conditions. Upon receipt of a signed facsimile or original of this Confirmation Page by us, Client's Application will be processed.

NO ALTERATIONS OR STRIKE-OUTS TO THE PROGRAM TERMS AND CONDITIONS WILL BE ACCEPTED.

Client's Business Principal:

Signature (Please sign below):

X _____

_____ Title

_____ Date

_____ Please Print Name of Signer

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED
COOPERATIVE PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11
FOR
DIGITIZING CONSTRUCTION PERMITS, ARCHITECTURAL PLANS,
CODE ENFORCEMENTS
(Borough Ordinance 2018:1241) (Capital Account: C-04-18-241-005-006)**

WHEREAS, the governing body has determined, based upon requests from the Construction Office of the Borough of Closter, that there is a need to utilize a digitized document management System for Records Retention and Disposal for the Construction Permits, Architectural Plans and Code Enforcements to comply with the New Jersey State procedures for business continuity and disaster recovery preparedness; and

WHEREAS, the governing body wishes to procure certain specialized scanning and digitize services in accordance with the Local Publics Contracts Law N.J.S.A. 40A:11-1 et. seq., and;

WHEREAS, the governing body of the Borough of Closter approved the expenditure for a document management system by way of Borough Ordinance 2018:1241; and

WHEREAS, in accordance with the requirements of the Local Public Contracts Law P.L. 2011, C.139 (the "Law") or ("Chapter 139") and N.J.S.A.52:34-6.2 the regulations promulgated therein and under Local Finance Notice LFN 2012-10, such purchase may be made without competitive bids from a vendor with a National Cooperative Contract, and;

WHEREAS, the regulations as set forth in Local Finance Notice LFN 2012-10 have been fully complied with, and;

WHEREAS, the Borough of Closter is a member of a recognized National Cooperative, known as Faveonics Document Solutions (ESCNJ Cooperative), and;

WHEREAS, such needed equipment is available under Foveonics Cooperative Contract numbers with unit prices as follows:

Unit Pricing from ESCNJ Co-Op (year 3) for Document Management for Records Retention and Disposal, New Jersey State Approved Co-Op #65MCESCCPS, 99 Gray Rock Road, Unit 103, Clinton, New Jersey, 08809 for a total cost of \$58,927.89.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Closter that the governing body desires to enter into a Contract for the purchase of such digital construction documents service for a one time cost for digitizing services of \$53,702.89 and yearly software cost of \$5,225.00 for a total cost of \$58,927.89 through ESCNJ Cooperative.

BE IT FURTHER RESOLVED that:

The Borough Clerk shall forward a copy of this Resolution to the Construction Code Official;

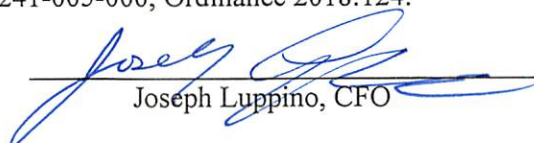
The Borough Attorney is hereby authorized to take all steps necessary to carry out this transaction;

The Mayor and Borough Clerk are hereby authorized to execute any required documents and/or contract for same.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for calendar year 2019, Capital Account C-04-18-241-005-006; Ordinance 2018:124.

Dated: November 13, 2019

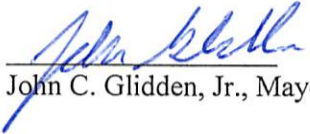

Joseph Luppino, CFO

NOW THEREFORE BE IT RESOLVED THAT, the Borough of Closter's QPA is hereby directed to effectuate the purchase of herein approved equipment for the approved cost.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019

Loretta Castano, Borough Clerk

Exhibit A

<u>Qty.</u>	<u>Commodity/Service</u>	<u>Vendor</u>	<u>Exp. Period</u>	<u>Amount</u>
1	Scanning/Digitize Setup ESCNJ NJ State Approved Co-Op #65MCESCCPS	Foveonics	06/21/21	\$53,702.89
1	Yearly Software Cost ESCNJ NJ State Approved Co-Op #65MCESCCPS	Foveonics	06/21/21	\$ 5,225.00
TOTAL:				\$58,927.89



99 Gray Rock Rd. Suite 103 Clinton , N.J. 08809

Statement of Work

Prepared for

Borough of Closter
295 Old Closter Dock Road
Closter, New Jersey 07624



Unit Pricing from ESCNJ Co-Op (Year 3) for
Document Management for Records Retention and Disposal

NJ State Approved Co-Op #65MCESCCPS
Bid Term 7/1/2017-6/30/2020 with (2)
consecutive One Year extensions thru
6/30/2022

11/06/19

Prepared by:
Scott D. Fliegel

Project Advocate(s)	Borough of Closter NJ Construction Jack Peters- Construction Code Official
Project Title	Back-File Conversion of Construction Permits, Architectural Plans , Code Enforcement
Project Timeline	3 Months after the initial pickup of documents from Borough
Begin date	(15-30 days) after signed contract/ P.O. and initial document pickup has been completed (not to exceed 30 days after Signed Contract delivered to Foveonics)
End date	(90-120) days after Contract

Summary

The Borough of Closter, NJ – Construction ("Client") would like to digitize their Construction Permits Architectural Plans and Code Enforcements. The Records are currently being stored in the Code Officials Office upstairs in municipal building. In addition, there are approximately 150,000 images of mixed documents that are on an old Laserfiche Server. The images are adequate but the indexing of these documents were poorly done and many are not able to be found. By re-indexing the street names and homogenizing the street addresses into DocumentSync this will allow for superior look-ups and allow those boxes to be destroyed. When the project is complete the time it takes to perform OPRA will be eliminated to seconds and the documents will be destroyed. This current method is not desirable due to the following reasons:

1. The Client is running out of space and storing permits and plans on top of file cabinets and upon floor of construction department floor.
2. The Client is not compliant with NJ State procedures for business continuity and disaster recovery preparedness. The records stored are the only copy and thus the Client is susceptible to fire, flooding, or other unforeseen incidents that would result in the permanent loss of these records. The potential loss of these records is a substantial liability to the Client.
3. OPRA request retrievals are time consuming and unreliable.

Inventory –Construction Permits and Planning Applications

Estimates are based on the following

- All boxes are 1 cubic foot
- Boxes average 2,500 format images
- Box count is based on number of file drawers in Construction Office and Construction Official Office
 - Construction Office Closed Permits / Drawings / Code Enforcement
 - Front wall and Center Island near Pauls desk File drawers = 9 Boxes
 - Rear Wall – 5 Cabinets (Ranges 0-803)(Ranges 804-1501)(Ranges 1501-1812)(Ranges 1813-2204))(Ranges 2205-2609)= 45 Boxes
 - Floor near Rear Cabinets (loose / not filed plans/rear wall rack) = 7 Boxes
 - On top of Rear file cabinets (plans and closed permits) = 24 Boxes
 - Code Enforcement Boxed and in Cabinets = 7 Boxes

Total number of boxes = 92

Estimated Small Format Documents =

Estimated Large Format Documents =

*Note: these numbers are estimates, actual billing will be for document count during imaging

Professional Services Agreement - Document Conversion Services (ESCNJ COOP)

Document Indexing

- **File Indexing**
 - Block
 - Lot
 - Address
 - Permit Number
 - Name

Document Preparation

- Foveonics will generate barcodes for the records received during each pickup.
- Documents will be prepared for scanning - staples and other bindings will be removed, barcode stickers will be affixed to the appropriate files, and pages will be aligned in such a way conducive for scanning.
- Large Format Drawings will be flattened and charcoal pencil raised seals.

Document Scanning

- Document will be scanned in duplex at 300 DPI as PDF-A images.
- Scanner operators will rescan double feeds, skewed images, and any other images which do not accurately represent the original source.

Blank Page Removal

- Blank pages will be manually removed by sorting the images according to size and deleting any blank images less than 10 KB.

Quality Assurance

- The barcoded multipage TIFFs will be reconciled to the inventory thus ensuring all documents were scanned and all barcodes were accurately processed.
- Images will be inspected post-scan and rescans will be performed as necessary.

Import to DocumentSync

- PDF-A image files will be imported into DocumentSync EDMS.

Project Management

- All project correspondence, documentation, and timelines will be available through Foveonics' Basecamp project management tool.

Client Responsibilities

The Township's will continue to review the deliverables in a timely manner and alert Foveonics of any concerns should they arise.

Change management process

Any changes to the terms or specifications in this statement of work must be accepted by both parties in writing

Estimated Volumes

*Cost of Services Backfile Conversion Estimate

Based on unit pricing from ESCNJ NJ State Approved Co-Op #65MCESCCPS

Service	Unit	Unit Cost	Estimated Volume	Total
Pickup and Delivery	Per Pickup or Delivery	\$90.00	2	\$180.00
Preparation of Files	Hourly	\$12.25	1,180	\$14,445.00
Indexing of Files	Per File	\$0.0484	29,150	\$1,410.86
Boxing and Labeling	Per Hour	\$16.00	229	\$3,664.00
Imaging of Files (Small Format)	Per Image	\$0.049	291,456	\$14,281.34
Sorting of Blue Prints	Per Hour	\$18.00	233	\$4,194.00
Imaging of Files (Large Format)	Per Image	\$0.484	12,144	\$5,877.69
Cost for Initial Scanning				\$44,052.89
Cost to homogenize, QA, Re-index and certify past digital images (Laserfiche)				\$9,650.00
<i>One time Cost for services</i>				\$53,702.89
Web Based (Yearly Charge)	Per User	\$20.00	5	\$1,200.00
Off Site Web Based Storage (Yearly Charge) 230G	Per GB	\$20.00	230	\$4,025.00
Yearly Software Cost				\$5,225.00
Set-up & Training (one time fee)	Hourly	\$135.00	4	\$540.00
Certified Destruction	Per Box	\$NC	\$NC	\$NC

At NO time shall the client incur software fees until the project has been completed and meets the boroughs satisfaction.

BOROUGH OF CLOSTER

RESOLUTION RENEWING LEASE WITH INTERSTATE WASTE SERVICES OF NEW JERSEY, INC. (IWS) FOR A PORTION OF WELLINGTON AVENUE

WHEREAS, at a public meeting in or about November 2009, following a public bidding process, the Governing Body awarded a lease to Miele Sanitation for a Portion of Wellington Avenue; and

WHEREAS, the lease was for an initial term of five years which expired on November 30, 2014; and

WHEREAS, at a public meeting of September 21, 2015 the Governing Body renewed that lease for an additional five-year period in accordance with its terms and conditions; and

WHEREAS, at a public meeting of April 25, 2018 the Governing Body approved the assignment of the lease for a portion of Wellington Avenue to Interstate Waste Services of New Jersey, Inc.; and

WHEREAS, the lease allows for the renewal of one additional five-year period; and

WHEREAS, following negotiations, it was agreed that the lease would be renewed for an additional five-year period for an increased rent amount as follows:

For the period beginning December 1, 2019 to November 30, 2020, \$12,446.83 annually; for each of the additional four years thereafter, the rent shall be increased by the CPI amount as indicated in the lease.


NOW, THEREFORE, BE IT RESOLVED by the Borough of Closter that:

1. The lease of a portion of Wellington Avenue between the Borough and Interstate Waste Services of New Jersey, Inc. (IWS) shall be renewed for an additional five-year period beginning December 1, 2019 and ending November 30, 2024.
2. The annual rent for the first renewal year shall be \$12,446.83 (December 1, 2019 to November 30, 2020) and increased by the CPI as defined in the lease for each of the following four renewal years thereafter.
3. The Borough Attorney is hereby authorized to prepare any documents necessary to implement this renewal.
4. The Mayor and Clerk are hereby authorized to execute any document pursuant to the renewal.
5. The Borough Clerk shall forward a copy of this Resolution to the Borough Tax Collector.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

APPROVED BY:


 John C. Glidden, Jr., Mayor

ATTEST:


 Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019.

 Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER

**RESOLUTION RE MUNICIPAL ENDORSEMENT
OF SPECTRUM FOR LIVING 2020 CD APPLICATION**

WHEREAS, a Bergen County Community Development Grant of \$30,000 has been proposed by Spectrum for Living Group Homes, Inc., for Spectrum's Northern Valley Community Inclusion Program in the municipality of Closter; and

WHEREAS, pursuant to the State Interlocal Services Act, Community Development Funds may not be spent in a municipality without authorization by the Mayor and Council; and

WHEREAS, the aforesaid project is in the best interest of the people of Closter; and

WHEREAS, this Resolution does not obligate the financial resources of the municipality and is intended solely to expedite expenditure of the aforesaid CD funds;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Closter hereby confirm endorsement of the aforesaid project; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be sent to the Director of the Bergen County Community Development Program so that implementation of the aforesaid project may be expedited.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held November 13, 2019.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**A RESOLUTION AUTHORIZING THE SALE OF SURPLUS PERSONAL PROPERTY
NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, the Mayor and Council has determined that the property described on Schedule A attached hereto and incorporated herein is no longer needed for public use; and

WHEREAS, the Local Unit Technology Pilot Program and Study Act (P.L. 2001, c. 30) authorizes the sale of surplus personal property no longer needed for public use through the use of an online auction service; and

WHEREAS, the Borough of Closter intends to utilize the online auction services of "Municibid – online government auctions" ("Municibid") located at www.municibid.com; and

WHEREAS, the sales are being conducted pursuant to the Division of Local Government Services' Local Finance Notice 2008-9 and 2008-21R; and

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that the Borough is hereby authorized to sell the surplus personal property as indicated on Schedule A on an online auction website located at www.municibid.com; and

BE IT FURTHER RESOLVED, that a certified copy of this Resolution be forwarded by the Borough Clerk to the:

Director, Division of Local Government Services;

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Closter that pursuant to N.J.S.A. 40A:11-36, the Borough Administrator shall cause to be placed in the official newspaper of the Borough a notice of public auction of the above mentioned tangible personal property to be held within 30 days of the date of approval of this resolution.

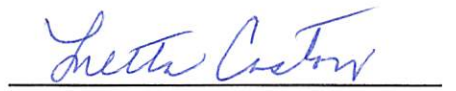
COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019.

Loretta Castano, Borough Clerk

4/11/11 4:27

MOTOR VEHICLES

	<u>YEAR</u>	<u>MAKE</u>	<u>MODEL/TYPE</u>	<u>VIN or SERIAL NUMBER</u>	<u>Mileage/Hours</u>	<u>Bid Min</u>	<u>Condition/Notes</u>
1	2007	Ford	Crown Vic	2FAFP71V48X123960		\$200.00	does not run
2							
3							

MISCELLANEOUS EQUIPMENT

		<u>Model/Type</u>	<u>VIN or SERIAL NUMBER</u>	<u>Mileage/Hours</u>	<u>Bid Min</u>	<u>Condition/Notes</u>
plow		MPST36R10-CT	12-11-1496		\$300.00	used once
plow	Henderson	9 X 34	MSP02744		\$500.00	new with hitch
trailer		U-18LS	1ZFUF1823PB004983		\$200.00	needs work
wing plow 1	Henderson	10 X HD X RH	LWNG-02149		\$100.00	parts
wing plow 2	Henderson	10 X HD X RH	LWNG-02148		\$100.00	parts
patrol plow	Henderson	10 X HX25286	PWNG-02743		\$100.00	parts
salter	smith	3Y DES		6746	\$100.00	worked last year
roller	Essick	730W2R	82501153		\$200.00	need work

sold as is

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE
CONTRACT PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11
FOR THE
CLOSTER FIRE DEPARTMENT
2020 PIERCE ENFORCER AIR UNIT
IN THE AMOUNT OF \$668,672.93**

(Borough Ordinance 2019:1256) (Capital Account: C-04-19-256-004-001)

WHEREAS, there is a need for the Borough of Closter to purchase an air unit for the Closter Fire Department, known as a **2020 PIERCE ENFORCER AIR UNIT**; and,

WHEREAS, the Borough of Closter is a member of the Houston-Galveston Area Council (HGAC) Cooperative Purchasing Program; and,

WHEREAS, Fire & Safety Services, 200 Ryan Street, South Plainfield, NJ 07080 is a member of the Houston-Galveston Area Council (HGAC) cooperative purchasing program; and,

WHEREAS, the HGAC Contract FS12-17 for the Pierce TD07- Enforcer NWI-HDR is valid through November 30, 2019; and,

WHEREAS, Fire & Safety Services, a member of the Houston-Galveston Area Council was the sole responsible vendor for the Pierce Enforcer Air Unit; and

WHEREAS, in accordance with the requirements of the Local Public Contract Law P.L. 2011, C.139 (the "Law" or "Chapter 139" and N.J.S.A.52:34-6.2 the regulations promulgated there under in Local Finance Notice LFN 2012-10, the following purchase without competitive bids from vendor with a National Cooperative Contract is hereby approved for municipalities, and;

WHEREAS, the Borough of Closter has the need to procure certain specialized fire apparatus equipment in accord with the Local Publics Contract Law N.J.S.A. 40A:11-1 et. Seq., and;

WHEREAS, the Borough of Closter has previously acted in accord with New Jersey public procurement statutes and regulations as promulgated by formally joining a recognized and compliant national cooperative, being the Houston-Galveston Area Council (HGAC) Cooperative, and;

WHEREAS, the regulations as set forth within Local Finance Notice LFN 2012-10 have been fully complied with, and;

WHEREAS, the equipment and corresponding Houston-Galveston Area Council Contract number is:

Pierce Enforcer Air Unit, Houston-Galveston Area Council cooperative approved contract FS12-17 through Fire & Safety Services, 200 Ryan St., So. Plainfield, NJ 07080, and;

WHEREAS, the total purchase price for the Pierce TF07-Enforcer Air Unit is:

Total Cost **\$668,672.93**

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for calendar year 2019, Capital Account C-04-19-256-004-001.

Dated: November 13, 2019


Joseph Luppino, CFO

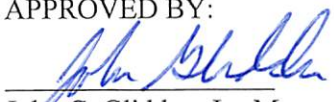
WHEREAS, the Chief Financial Officer of the Borough of Closter has certified that adequate funds for such contract are available and are designated to line item appropriation of the official budget. A copy of the said certification is attached hereto and part hereof and the funds to be expended herein are assigned to line item no. see below. A copy of the within resolution and certification shall be certified by the Borough Clerk.

NOW THEREFORE BE IT RESOLVED THAT, the Borough of Closter's Qualified Purchasing Agent (QPA) is hereby directed to effectuate the purchase of one 202 Pierce Enforcer Air Unit from Fire & Safety Services, 200 Ryan St., So., Plainfield, NJ 07080 at a cost of \$668,672.93 using cooperative purchasing is hereby approved.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			
Councilwoman Chung		X	X			
Councilwoman Amitai					X	

Adopted: November 13, 2019

APPROVED BY:


 John C. Glidden, Jr., Mayor

ATTEST:


 Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on November 13, 2019

 Loretta Castano, Borough Clerk

**REFERENCED COOPERATIVE PRICING
SYSTEM CONTRACT VENDOR**

<u>Qty.</u>	<u>Commodity/Service</u>	<u>Vendor</u>	<u>Exp. Period</u>	<u>Amount</u>
1	Pierce TD-07 Enforcer NWI-HDR	Fire & Safety Services. 200 Ryan Street South Plainfield, NJ 07080	11/30/2019	\$668,672.93

TOTAL: \$668,672.93

Houston-Galveston Area Council Cooperative Contract FS12-17

200 RYAN STREET
SOUTH PLAINFIELD,
NJ 07080
PHONE: 800-400-8017
WWW.F-SS.COM

FIRE & SAFETY SERVICES

FIRE, MARINE
& TACTICAL
APPARATUS
• SALES
• SERVICE
• PARTS

November 1, 2019

Borough of Closter

Dear Mayor & Council:

Thank you for your interest in purchasing Pierce fire apparatus through the Houston-Galveston Area Council (HGAC) cooperative purchasing program. You may notice that this is being issued in the name of Fire & Safety Services, rather than the manufacturer. Recent accounting regulations have required us to become the prime contractor for all orders, but in essence, nothing has changed other than to whom the PO and payments are made.

This letter serves as the quote under the HGAC Contract FS12-17. For this unit we used the base model TD07- Enforcer NWI-HDR.

Pursuant to the regulations established under the HGAC program, we modified that base model to meet your departmental requirements. Pierce is offering an HGAC quoted price of **\$668,672.93** for the unit.

This apparatus would have a delivery time of 13.5 months from receipt of the purchase order.

***NOTE-** The HGAC quoted price of this unit expires on November 30, 2019 due to the contract expiration. The new contract FS12-19 will be effective on 12/1/2019. Should the borough not proceed with this purchase until after the FS12-19 effective contract date, the proposal will need to be updated with new pricing from the new contract.

With the HGAC process, since the terms of the agreement have already been negotiated between the vendors and HGAC, there is no need for a separate contract, just a PO made out to Fire & Safety Services Ltd., issued by, you, the customer. Fire & Safety would then send a copy of the official HGAC pricing worksheet along with a copy of the Purchase Order to the HGAC where they would issue an order confirmation. We would also coordinate all paperwork with the manufacturer to start the order with them. We would also provide you a copy of the official HGAC pricing worksheet for your records.

If you have any further questions please do not hesitate to contact us directly or your area sales representative, William "Bill" Ring.

Very truly yours,
David L. Russell
David L. Russell
President

Main Office and Service/Parts Fax (908) 412-0513 Sales Department Fax (908) 412-0538





CONTRACT PRICING WORKSHEET
For MOTOR VEHICLES Only

Contract No.:	FS12-17	Date Prepared:	11/01/19
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This Worksheet is prepared by Contractor and given to End User. If a PO is issued, both documents MUST be faxed to H-GAC @ 713-993-4548. Therefore please type or print legibly.

Buying Agency:	Borough of Closter Bid#534	Contractor:	Fire & Safety Services Ltd.
Contact Person:	Edward Hynes- Administrator	Prepared By:	Robert Emery- Director of Sales
Phone:	201-784-0600 (x492)	Phone:	800-400-8017
Fax:		Fax:	
Email:	boroadmin@closterboro.com	Email:	remery@f-ss.com

Product Code:	TD07	Description:	Enforcer HDR-NWI
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A. Product Item Base Unit Price Per Contractor's H-GAC Contract: \$436,699.00

B. Published Options - Itemize below - Attach additional sheet(s) if necessary - Include Option Code in description if applicable.
(Note: Published Options are options which were submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$185,013.00
Subtotal B:			\$185,013.00

C. Unpublished Options - Itemize below / attach additional sheet(s) if necessary.
(Note: Unpublished options are items which were not submitted and priced in Contractor's bid.)

Description	Cost	Description	Cost
Subtotal From Additional Sheet(s):			\$46,960.93
Subtotal C:			\$46,960.93

Check: Total cost of Unpublished Options (C) cannot exceed 25% of the total of the Base Unit Price plus Published Options (A+B). For this transaction the percentage is: 7.55%

D. Total Cost Before Any Applicable Trade-In / Other Allowances / Discounts (A+B+C)

Quantity Ordered:	1	X Subtotal of A + B + C:	668672.93	=	Subtotal D:	\$668,672.93
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E. H-GAC Order Processing Charge (Amount Per Current Policy): Subtotal E: \$2,000.00

F. Trade-Ins / Other Allowances / Special Discounts / Freight / Installation

Description	Cost	Description	Cost
Vendor to Pay HGAC Fee	-\$2,000.00		
Subtotal F:			-\$2,000.00

Delivery Date: 13.5 Months fater PO **G. Total Purchase Price (D+E+F):** \$668,672.93

Pulse Number	Qty	Description	Published Options	Unpublished Options
105	1	Upgrade to 31,000# rear	\$3,313.00	
114	1	Aluminum Wheels, Front	\$2,294.00	
115	1	Aluminum Wheels, Rear SA	\$4,064.00	
131	1	Cummins L9 400HP to 450HP	\$1,748.00	
138	1	Exhaust Extension- Plymovent	\$664.00	
143	1	Add- Extended Bumper	\$2,770.00	
146	1	Bumper Sight Rods	\$548.00	
152	1	84" Extended Cab	\$5,460.00	
153	1	Mounting Plate on Engine Tunnel	\$424.00	
154	1	Electric Windows	\$1,642.00	
164	7	Upgrade SCBA Bracket to Hands Free	\$5,271.00	
179	11	Spare Radio Wiring	\$1,386.00	
180	1	Radio w/Weatherband	\$1,225.00	
204	1	Kussmaul Pump Plus	\$2,662.00	
208	1	Auto-Eject 20A	\$541.00	
210	1	Batteries 6-total	\$1,220.00	
216	1	LED Headlights	\$1,961.00	
219	1	12V LED HiViz Brow	\$3,738.00	
221	6	12V LED Flood Recessed or Surface	\$11,256.00	
247	1	Winch- Portable	\$3,538.00	
262	20	Mate Flex (Turtle Tile) in Compt. Shelves	\$2,680.00	
263	7	Adjustable Compartment Shelves	\$1,393.00	
264	3	Slide-Out Tool Board	\$3,441.00	
266	5	Slide-Out Floor Tray	\$4,210.00	
267	2	Adjustable slide-out tray	\$1,886.00	
268	3	Tilt-Out adjustable tray	\$2,748.00	
270	2	PegBoard in Compt.	\$1,114.00	
272	2	SCBA Cylinder Storage in Fender Panel (single)	\$1,364.00	
273	2	SCBA Cylinder Storage in Fender Panel (double)	\$1,800.00	
367	1	Additional Speaker	\$661.00	
368	1	Q2B Siren	\$4,249.00	
372	1	Traffic Directing Light Bar	\$2,013.00	
386	1	PTO Drive 25KW	\$18,784.00	
400	1	Light Tower	\$15,620.00	
402	2	Electric Cord Reel	\$7,178.00	
404	1	Cascade- (4) 6000 psi UN	\$32,237.00	
405	2	Air Reel- From Cascade	\$7,192.00	
419	1	LED Emergency Light Package upgrade	\$8,384.00	
429	1	Two-Tone Cab Paint	\$2,258.00	
438	1	Graphics Upgrade 1	\$1,854.00	
439	1	Graphics Upgrade 2	\$2,575.00	
440	1	Graphics Upgrade 3	\$3,991.00	
463	1	10' Folding Ladder	\$552.00	
477	8	Portable Hand Light w/Mounting Bracket	\$1,104.00	
90515	1	Hitch, Receiver, Front, 10,000 lbs, Custom Chassis		\$784.83
797614	1	Compt, Storage, Transverse Crew Cab, Double Pan, 84" Enforcer		\$2,282.24
627653	1	Seat,FF,C/C,DS,Outboard, Pierce PSV, SCBA		\$864.50
632874	1	Seat,FF,C/C,PS,Outboard, Pierce PSV, SCBA/ Fold-up		\$1,172.06
796013	1	Compt, Storage, (2) Rear Facing, Overhead, 21Wx9Hx20D		\$996.62

615386	1	Vehicle Information Center, 7" Color Display, Touchscreen, MUX		\$2,193.33
606249	1	Vehicle Data Recorder w/CZ & Overhead Display Seat Monitor		\$1,315.51
615112	1	Pierce Command Zone, Advanced Electronics & Control System, WiFi		\$8,244.00
32207	1	Hitch, Receiver, rear/sides, under body, includes ball		\$1,387.69
565442	2	Ladder, Brackets to Hold Ladder in the Recessed Walkway		\$804.10
4897	1	Rope, Anchor, Pinnable, 9000 lb rated, part only		\$292.45
666281	6	Box, Tool, Aluminum, custom size		\$2,097.25
60985	2	Cover, Removeable, Aluminum Treadplate over air bottles in hatch		\$1,128.90
53763	1	Hopper, Oil Dry Absorbant, Roof Hatch, Thru Floor		\$817.85
655911	1	Rack, Little Giant		\$718.54
45059	1	Rack, Stokes Basket		\$1,115.77
45545	1	Bumper, Rear Non-Walk in 13.00" D w/Backstop		\$4,687.61
762328	1	Shelf, Permanently Mounted, Std. Depth, .38" plate, flat top, HDR		\$245.57
634646	1	Booster Pump, Sierra AC90056-A21, Dual Pressure 4500/6000, 220V, 1 Phase		\$15,812.11

Base Bid	\$436,699.00	
Published Options	\$185,013.00	
Total Published Options	\$621,712.00	
Unpublished Options	\$46,960.93	7.55%
Total Options w/o HGAC Fee	\$668,672.93	

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

WORK SESSION NOTES – NOVEMBER 13, 2019 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Work Session on Wednesday, November 11, 2019. Mayor Glidden called the meeting to order at 7:35 p.m.

1. PLEDGE OF ALLEGIANCE

Mayor Glidden invited all to join in the 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, which 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

The following persons were present:

Mayor John C. Glidden, Jr.
Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino and Jannie Chung
Borough Administrator, Edward Hynes
Borough Attorney, Edward T. Rogan
Borough Clerk, Loretta Castano
Borough Engineer, Nick DeNicola
Chief Financial Officer, Joseph Luppino
Chief of Police, Jack McTigue
Fire Chief, Mark Lupardi
Assistant Fire Chief, Mark Dankiewicz

The following persons were not present:

Councilwoman Victoria Amitai

4. REVIEW AND DISCUSSION OF COMMUNICATION ITEMS

a. MAIL LIST OF OCTOBER 24, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 3 was removed by Councilwoman Latner; Item No. 8 was removed by Borough Attorney; Item No. 10 was removed by Borough Clerk.

Item No. 3: Received 10/18/19, Dated 10/18/19, from NJS League of Municipalities re Weekly Round Up - October 18, 2019; I. State Issues; d. OPRA/OPMA Update & Sample Resolution (*S-106 & S-107 and sample Resolution attached*) Copy to Borough Attorney

In answer to Councilwoman Latner, Borough Attorney recommended the governing body pass this Resolution; and noted we have passed different types over the years but this one is different. He said this one needs to be tweaked. Borough Clerk informed she was going to report on same this evening in that her office would work with the Borough Attorney to include Closter's specific issues. Borough Attorney said he would provide her with a draft Resolution to add comments.

Item No. 8: Received 10/22/19, Dated 10/22/19, from Anthony Vargas, Esq., General Counsel, The Action Environmental Group/Interstate Waste Services, to Clerk Castano re Request for renewal of Wellington Avenue Lease – see also 8. M.L. 10/3/19

Borough Attorney informed he was in contact with the attorney and has received everything he requested; therefore, a Resolution approving the renewal of the lease is on the Agenda this evening.

CLOSTER MAYOR AND COUNCIL
WORK SESSION NOTES – NOVEMBER 13, 2019 - 7:30 P.M.

Item No. 10: Received 10/24/19, Dated 10/24/19, from egg@dca.njgov to Borough Clerk re LFN 2019-13 CY 2020 Budget CAP Information final & Best Practices Inventory Due (Copy to Borough Administrator, Chief Financial Officer, Assistant Chief Financial Officer, Auditor)

Borough Clerk reminded the Best Practices Inventory was partially discussed at the 10/23/19 Meeting and noted a copy was distributed with this Mail List and is to be discussed this evening.

b. MAIL LIST OF OCTOBER 31, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item No. 2 was removed by Councilwoman Latner; Item No. 5 was removed by Councilman Devlin; Item Nos. 6, 9 and 10 were removed by Borough Clerk.

Item No. 2: Received 10/24/19, Dated 10/21/19, from David J. Griffith, President & CEO, Vantage Health System, to Mayor and Council (in individually addressed envelopes); c: Council Members, Borough Administrator re Request for voluntary contribution in the Borough’s upcoming Budget to help save and change the lives of residents in the Community

Councilwoman Latner questioned if the Borough has made a contribution in the past and if we were able to do so. Mayor Glidden explained we have donated in the past and Borough Clerk informed it was \$1,000. Councilman Devlin asked if there was a level of criteria the Borough followed prior to making donations to non-profit entities; and said we have also given them a lot of free land to build affordable housing on and the sign. The Mayor asked if there were any other concerns and said he doesn’t think Councilman Devlin’s concerns are unfounded. He said he agrees with him that there has to be some level of criteria to make a judgment on since there are other non-profits in town. Councilman Devlin reiterated his concern that who is to say who will be coming next for a donation; and noted that Vantage only has a facility here as they are headquartered in Dumont. Borough Clerk affirmed same and said (their previous requests were due to their informing us that) Vantage has been treating area residents for approximately 40 years. Mayor Glidden voiced his opinion that this needs to be heavily analyzed. Councilwoman Latner voiced her concerns as her son works in the industry; and she is aware of how much the services have been cut back; and said this affects the mental health of the community; and she would support a donation. The Mayor said he will research same and send out a memo; and they can make an informed judgment. Councilwoman Latner said if was past precedent that she assumed we would be doing so again next year and that there was some type of criteria. Councilwoman Witko said Mr. Griffith’s assistant Maggie Priest is helping us with Stigma Free Committee at no cost for her services; and other towns have to pay her for her services. As to the Borough Clerk’s noting her understanding that it was a budget item, Mayor Glidden asked Mr. Hynes to discuss the issue with him. Borough Attorney said he did not recall a donation being made.

Item No. 5: Received 10/25/19, Dated 10/25/19, from Rutgers Center for Urban Environmental Sustainability (cues@sebs.rutgers.edu) to boroclerk@closternj.us re Bergen County Parks Master Plan Draft Available for Public Comment; Public Meeting to discuss the draft will be held 11/13/19 @ 7 p.m. at Two Bergen County Plaza, Hackensack; written comments must be received by 11/21/19 – (Copy to Recreation Commission, Environmental Commission) Posted on Municipal Clerk’s Bulletin Board on 10/31/19

Councilman Devlin informed he has reviewed the “Draft” Parks Plan; and said there is one glaring error in that the Northern Valley Greenway is only mentioned three times in passing. He passed out comment sheets, as they are welcoming public input, and noted the first in-person hearing is being held tonight but the comments are due by 11/21/19. Councilwoman Chung said the project was dormant for some time; this is the first time it’s come back to public view; they did take out the section they had on the Greenway and only mentioned it in passing. The previous draft had a paragraph in it and it was eliminated; so they are not sure if it was intentional or an error. In answer to the Mayor, Councilwoman Chung said there is an online link that can be filled out and Seth Ungar has been sending the link out so she will ask him to circulate it to the governing body.

Item No. 6: Received 10/29/19, Dated 10/24/19, from PERMA (Municipal Joint Insurance Fund), to Bergen JIF Members; c: Fund Commissioners, Risk Management Consultants and Fund Professionals re Public Hearings - 2020 Proposed Budgets for Bergen County Municipal Joint Insurance Fund, Municipal Excess Liability Joint Insurance Fund (MEL), New Jersey Environmental Risk Management Fund (E-JIF)

and Residual Claims fund (RCF); **Public Hearings scheduled as follows: JIF** - Monday, 11/25/19 @ 5:30 p.m., Westwood Municipal Building, 101 Washington Avenue; **MEL** - Wednesday, 11/20/19 @ 12:30 p.m., Sheraton Hotel in the Steel Pier Room, Atlantic City, New Jersey (League of Municipalities Convention) **E-JIF & Residual Claims Fund (RCF)** adopted 10/16/19 (Copy to Risk Management Consultant, Joint Insurance Fund Commissioner) Copy posted on Municipal Clerk's Bulletin Board 10/31/19

Borough Clerk called attention to the MEL Meeting to be held at the League Conference and said she was not sure if credit is issued for insurance for governing body members to attend this meeting.

Item No. 9: Received 10/30/19, Dated 10/30/19, from egg@dca.nj.gov to Borough Clerk re Communication Outreach with Local Government Officials notifying of expansion of capabilities through GovConnect News - Request for Municipal Clerk to forward to EGG@dca.nj.gov by December 1, 2019 the name of the municipality; the name, title and email address of the following officials: Mayor, Business Administrator, Public Works Manager, Qualified Purchasing Agent and Municipal Auditor

Borough Clerk noted her office would be requesting the information for the designated officials to enable her office to follow through with this request.

Item No. 10: Received 10/30/19, Dated 10/25/19, from PERMA Risk Management Services, Bergen County Municipal Joint Insurance Fund; cc: via e-mail Fund Commissioners, Risk Management Consultants re Notification of 2019 Dividend to the Borough in the amount of **\$15,069.00** "*pending approval from the Departments of Banking & Insurance and Community Affairs*" Deadline for notification of choice either to receive the dividend in the form of a check or a credit towards next year's first assessment installment: No later than **12/6/19**; if no notification is received, the entire amount will be refunded in the form of a check (Original form to Administrator for response/Copy to Risk Management Consultant, Joint Insurance Fund Commissioner) **Note:** 2018 Dividend was **\$13,760.47**

Borough Clerk reported this is the dividend we typically receive every year; and informed she provided the original to the Administrator for the customary follow through. She said this year's dividend is larger than last year. Mayor Glidden asked Mr. Hynes to take care of this.

c. MAIL LIST OF NOVEMBER 7, 2019 – Mayor Glidden asked if any member of the Council wished to address any matter to provide any comments. Item Nos. 9 and 12 were removed by Councilwoman Latner

Item No. 9: Received 11/04/19, Dated 11/04/19, from Yuval Tal, Chair, Closter Improvement Commission; C: Police Chief John McTigue, Jim Oettinger – Recreation, Bill Dahle, Ambulance Corps, Fire Department, Borough Administration re Request for approval to hold the Annual Holiday Tree Lighting on Sunday, 12/8/19 @ 4:30 p.m. in front of Borough Hall (Copy to Chief of Police, Fire Chief, DPW Superintendent, Ambulance Corps Captain, Recreation Commission, Borough Administrator)

Councilwoman Latner informed that Councilwoman Amitai asked her to discuss this item and ask that it be brought to a vote because the deadline is approaching. In answer to the Mayor, Borough Attorney said a vote could be taken in the Regular Meeting; and same could be memorialized at the next meeting.

Item No. 12: Received 11/06/19, Dated 11/06/19, from Kathleen M. Hennessy, Director of Support Services, Spectrum for Living, to Borough Clerk re Request for approval of Annual Resolution endorsing Spectrum for Living 2020 CD Application (Sample Resolution Enclosed) as soon as possible

In answer to Councilwoman Latner, Borough Clerk informed we customarily prepare this Resolution automatically; and it is on the Agenda this evening. Mrs. Hennessey had called to apologize for the late request. Borough Attorney reminded this has no financial consequence to the Borough.

5. REVIEW AND DISCUSSION OF CONSENT AGENDA ITEMS FROM REGULAR MEETING
(Refer to Regular Meeting Agenda of November 13, 2019)

Mayor Glidden asked if any member of the Council wished to discuss any item on the Consent Agenda. Councilman Devlin referred to Item No. 19b.

- 19b. RESOLUTION AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT PRICING SYSTEM VENDORS PURSUANT TO N.J.S.A. 40A:11-11 FOR THE CLOSTER FIRE DEPARTMENT 2020 PIERCE ENFORCER AIR UNIT IN THE AMOUNT OF \$668,672.93 (Borough Ordinance 2019:1256) (Capital Account: C-04-19-256-004-001) Received from Administrator's office 11/12/19)

Councilman Devlin noted that the fire truck vendor is the gold standard for the purchase of fire trucks.

Mayor Glidden announced he would be making the appointment of Krishna Rege to the Environmental Commission during the Regular Meeting noting that she had been interviewed by himself in addition to many Members of the Commission; and she was highly recommended.

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)
Borough Attorney reported this item has been placed on hold due to potential litigation with the property owner and requested a Closed Session on this item.
- 2) STATUS REPORT RE ORDINANCE FOR PARKING REGULATIONS AT THE THIRD STREET COMMUTER PARKING LOT (Requested by Borough Engineer @ WS 7/24/19) – Mr. Rogan reported this Ordinance is on the Agenda this evening for introduction as No. 6a.
- 3) STATUS REPORT RE ADVERTISEMENT OF BIDS FOR SOLID WASTE TRANSFER STATION SERVICES (Approved RM 9/11/19) – Borough Attorney reported the specifications are complete and the advertisement has been placed with bids due back in January.
- 4) REPORT RE ADVERTISEMENT OF BIDS FOR RECYCLABLE MATERIALS (Approved RM 10/7/19)
- 5) REPORT RE STATUS OF BOROUGH ADMINISTRATOR EMPLOYMENT CONTRACT AND BACKGROUND CHECK (Approved RM 10/7/19) – Mr. Rogan informed he had the contract with him this evening and will provide same to the Borough Clerk, noting it has already been signed by the Administrator and can move forward for final execution and distribution.
- 6) REPORT RE POSSIBLE RENEWAL OF WELLINGTON AVENUE LEASE WITH INTERSTATE WASTE SERVICES (IWS) 8. M.L. 8/13/19 & 8. M.L. 10/24/19
- 7) REPORT RE STATUS OF PROFESSIONAL SERVICES AGREEMENT WITH NW FINANCIAL GROUP, LLC FOR FINANCIAL ADVISORY SERVICES FOR THE REMAINDER OF 2019 (Approved RM 9/11/19) – Borough Attorney informed he is still awaiting return of same and hopes to have it back by the next meeting.
- 8) 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) – Mr. Rogan explained these appointments came up as Mr. Hynes was Interim at one point; and said he was not sure that we needed to fill these appointments or have an Alternate Joint Insurance Fund Commissioner for the rest of this year. Therefore, he suggested they be held for the Reorganization Meeting; unless there is an immediate need.
- 9) REPORT- Borough Attorney reported he would like to discuss in Closed Session this evening the PBA Negotiations and an ongoing issue with the DEP regarding the mulch piles, on which he has been working with the DPW Superintendent and Borough Engineer. The Squicciarini lawsuit was concluded with Judgment in the Borough's favor; and they have now filed an appeal. He has filed the Case Information Statement (CIS) and the case has now been referred to a retired Appellate Court Judge for resolution conference, which is the current trend instead of going directly to court. Regarding the Rosenblum-Miele-Closter Tax Appeals, he reminded the Tax Court ruled in Closter's favor but are ongoing with Mr. Rosenblum having filed an appeal; and briefs are due next week for the Appellate Division.

6. PROFESSIONAL REPORTS (Continued)

A. BOROUGH ATTORNEY (Continued)

Mr. Rogan reported the Ordinance Committee has two ordinances on the Agenda for introduction this evening. He informed there is a minor revision that was made (to Ordinance No. 2019:1266), which he will be handing out prior to the vote, and the Third Street Commuter Parking Area Permits ordinance (Ordinance No 2019:1265) will be introduced. There are numerous suggestions for the Committee to be made for next year; and he will provide a memo to them outlining same.

Regarding Tax Appeals, Borough Attorney reported there are still twenty-nine (29) pending cases with some covering multiple years and encompass about twenty (20) properties, which is about average. There have been no judgments against the Borough and no significant settlements made, so we are steady on that.

At this time, Councilwoman Chung referred to the Third Street Ordinance and asked if there would be a Resolution covering the details not included in the Ordinance such as one pass per household or one pass per vehicle; and regarding the annual or monthly fees of \$200 and \$25, respectively, and supposing she signs up for monthly, is she guaranteed the first option the next month or is that another lottery. Borough Attorney affirmed it would be another lottery; and explained the reason for doing it that way is to encourage annual purchases. If those do not sell, then it would be a lottery for any unsold annual passes. He explained the passes are limited to one per address so there cannot be multiple spaces for any one address. In answer to Mrs. Chung, he affirmed it could be shared between vehicles but they must all match the address on file for that sticker or placard; it can't be rented to a different person for the day. Mrs. Chung said you could sell it to someone for double the price and Borough Attorney cautioned that was exactly what the Committee was trying to avoid, but sharing within the same address is permitted. He further affirmed that any administrative guidelines would be established and amended via Resolution, as needed. Every year would be a brand new lottery for spaces and nobody is given preferential treatment. Mayor Glidden questioned how the lottery would be conducted. Mr. Rogan explained it would be advertised and people would have the opportunity to submit a request and then it could be decided administratively. It could be held like a bid opening depending on how many applications are received. Borough Engineer informed he would confirm the number of spaces that will be available and report back to the Council.

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) – Borough Engineer reported they completed the wetlands delineation last month and they will file a permit to DEP because they need to clean up some of what he termed as the “swills” in the wetlands area.
- 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) – Mr. DeNicola reported this project is winding down. They should be submitting the Maintenance Bond after which we will return the Performance Bond and hope to finalize this by the end of the year.
- 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 – Borough Engineer reported they are working with the DPW and the only thing left now is to meet with the Superintendent to review the report and finalize it for submission.
- 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

6. PROFESSIONAL REPORTS (Continued)

B. BOROUGH ENGINEER (Continued)

Mr. DeNicola reported the contractor has been done for over a month, there are still punch list items like puddles on Ryerson Place at the Intersection of Piermont Road and the inlet on Closter Dock Road both of which have not yet been completed; therefore, we are withholding payment. This is expected to be wrapped up in the near future.

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) – Borough Engineer reported the Zoning Map has to be revised due to the COAH revisions for overlays and new zones. The COAH Planner is working on a revision because one of the ordinances has to be updated a little because there was a new zone that wasn't really included. It is currently being rectified by the COAH Planner. Once this is completed, Boswell will be submitting a proposal for the revisions to the map which will be less than \$1,000.00 because the revisions are minimal.

6) REPORT RE PROPOSED IMPROVEMENT AND SIGNALIZATION OF VERVALEN STREET AND PIERMONT ROAD (Approved RM 9/11/19) – Mr. DeNicola reported this was authorized approximately two and a half months ago; and the survey was submitted to the County because they have to develop the alignment of the roadway and signal layout. In answer to the Mayor, he voiced his opinion that it probably has not even been looked at yet because the County is very backed up. He has done all he can do on his end; and suggested the Borough make a call to possibly speed up the project.

7) REPORT – Borough Engineer reported the awards for 2020 Local Aid Grants should be out any time now: next week or shortly after. Once the awards are issued, he will submit a proposal for the 2020 Borough Road Program which will incorporate MacArthur Avenue, Wainwright Avenue and Whitney Street plus the Local Aid roads. He anticipates a \$750,000 total construction cost but needs to speak to the Administrator to finalize numbers before he submits the proposal, so we can have more confidence in the direction in which we are going.

At this time, Chief Financial Officer requested the Borough Engineer send his cash flow needs for the Swim Club for next year to him and the Administrator; and Mr. DeNicola agreed to do so.

7. REPORTS

A. BOROUGH ADMINISTRATOR

1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S):
for the following Mail List requests re Insurance:

a. Closter Improvement Commission Requests (9 M.L. 4/25/19)

1) ~~Tree Lighting (Sun, 12/1/19 from 5:30 p.m. to 7:30 p.m. location TBD)~~
(Sunday, 12/8/19 from 4:30 p.m. to 6:00 p.m.) - Borough Administrator reported that a unanimous consensus has been reached between all parties in that tradition should win out; so the tree lighting will take place in front of Borough Hall. Lewis Street will be closed between 4:30 p.m. and 6 p.m.; and Edens has granted permission to use part of their property for bleachers. He asked that the event be approved tonight because we are almost out of time. There are several musical acts that have to be coordinated; and newspaper ads have to be in by Wednesday.

b. Chabad Shul (11. M.L. 9/19/19) Request to place Menorah in front of Borough Hall from 12/22/19 through 12/30/19 and for a Menorah Lighting Event to be held on 12/22/19 – Mr. Hynes urged the Council to also approve the Menorah request, which has two parts: the first is the lighting in front of Borough Hall and the second is a celebration. He advised the Rabbi as late as today that they will use the same system they are using for the tree lighting in that they will hold meetings with the necessary officials. They will move forward after all of the details have been worked out. In answer to Councilwoman Chung, the Borough Attorney advised the placement of the Menorah has always been in front of Borough Hall and the celebration was held elsewhere. Mayor Glidden expressed his concerns about the potential number of participants anticipated. Mr. Hynes explained that, at this time, he is only requesting the approval for placement of the Menorah in front of Borough Hall. The details of the celebration will be discussed separately.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

1) STATUS REPORT RE FOLLOWING INSURANCE MATTER(S): (Continued)

In answer to Mrs. Chung, the Fire Chief explained the attendance is much larger because they come from far away. At this time, he expressed his concerns that on 12/22/19, the Fire Department will be short-handed as many people take off during the holidays and his manpower is cut down; but he will bring this up at the meetings. The Administrator noted that December 22nd isn't that far away and proposed the first meeting to be held this Friday or on Monday. Borough Clerk noted the capacity of the Council Chambers is only 90 people and Mrs. Chung said that should be part of the discussions.

2) STATUS REPORT RE CY2019/SFY2020 BEST PRACTICES INVENTORY – Due

10/30/19 (13 M.L. 9/12/19) Resolution authorizing submission approved RM

10/23/19/REPORT TO BE DISCUSSED BY GOVERNING BODY AT RM 11/13/19 –

Chief Financial Officer reminded there had been discussions at previous meetings and Councilman Devlin had brought up some good points. Mr. Luppino had a conference call with Maria Passafaro, Mr. Hynes and Councilman Devlin to discuss some of the issues that were brought up. One of the items did change in that we don't have an inventory of buildings; so we changed (065 Best Practices - Planning and Economic Development – “Does your municipality actively maintain an inventory of buildings and vacant properties that would benefit from redevelopment? If yes, state how in the Comment Box or, if no, state “Did not answer Yes” – 0.50) from “Yes” to “No”. Mr. Luppino noted one of the other items pertained to centralized payroll (009 Core Competencies – Personnel – “Does your municipality maintain centralized records for all time worked and all employee leave time earned and unused?” – 1.00) and he said he reviewed the records that Assistant CFO Maria Passafaro has of all of the Departmental time records; and he believes Mr. Devlin was satisfied with the answer. Councilwoman Chung asked if Ms. Passafaro kept records for every employee; and Mr. Luppino reiterated that she keeps it in a binder that is separated by Department and then she enters the information into an Excel spreadsheet; and he thinks it's a pretty decent job she does keeping track of it.

Borough Attorney explained she has it to comply with the current law that for every thirty (30) hours you get one (1) (sick day) but he's not so sure that she has how much they've used. Fire Chief said that payroll companies usually will not track how much they've used. He owns a business and overpaid somebody eight (8) hours. They don't have a formula yet to track it; so if someone asks for eight (8) hours and nobody's paying attention, that person is going to get overpaid by eight (8) hours. Mr. Luppino said he is confident that our Payroll Department is on top of it because any questions they have, they send to him and Mr. Hynes; so he's confident that they're doing a good job. He said Maria (Passafaro) has been helping out while Michaela (Tomanova) is out; and he believes she is due back soon from maternity leave. Mr. Luppino reported that as a result of the changes, our score changed from 40 to 39.50 and we still qualify for all of our aid as we're over 30 points.

At this time, Councilman Devlin wanted to point out that he believed the Borough Clerk did get overtime for Election Day; and he recalled everyone looked at him like he was crazy at the last Council meeting. Borough Attorney advised that was two years ago and not last year; and Chief Financial Officer affirmed one was submitted this year and forwarded to the HR Committee for discussion. Borough Clerk informed she submitted another one for this election. Councilwoman Chung questioned what inventory list the answer was changed for; and Mr. Luppino said it was the building asset inventory which is something we should definitely have. Borough Attorney informed we used to have that list. Chief Financial Officer recalled we started a physical inventory and said we could add that on there. Mrs. Chung agreed we should have it and it doesn't seem too difficult. Mr. Luppino said he thought we were pretty good and compliant with many of the suggestions the State was proposing.

3) REPORT RE GEORGE A. KOTEEN ASSOCIATES, INC. UTILITY AUDIT (Approved RM 10/7/19) – Borough Administrator reminded there is no cost to us for this proposal other

than they share in our savings; and said to make it easier on the Finance Department, they signed a letter of authorization for this company to talk directly to utilities to obtain the data; and this moves it along faster; and we are working on it now. Mayor Glidden reminded that Demarest saved \$68,000; and going forward, they are saving \$1,300 because they got the big savings.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

Mr. Hynes reported that for the past ten (10) years we have been a part of an energy cooperative. It's good in the sense that we don't have to go out to bid; it's a business we're not really into; and so joining the cooperative we can say we think they're doing what's best for us. We were told if we didn't sign this, we were out of the herd; but if we do sign this, we're in the herd for three (3) years. Based on his experience in his prior city, we went for a consultant out of Pittsburgh; and he did his due diligence; and the results were favorable reviews. In Englewood, they opted not to go with the New Jersey Cooperative, which everyone seems to be a part of, for the analysis for (the City of) Englewood's meter system and found that this cooperative only accounted for twenty-four (24) of them not ninety-seven (97); and he can't blame them because maybe the staff didn't do it. This group found ninety-seven (97) meters and they came to City Hall with computers and did a live auction nationally; and the winning bid was Champion in Texas. The estimated savings for them over the next three (3) years was \$321,000; and this started last year. He called the Superintendent of the Board of Education and urged them to do the audit to save the taxpayers money. They followed through and their projected savings was \$302,000 over three (3) years. Although we won't get those kind of numbers in Closter, he consulted with the Borough Attorney to authorize the company to start the process at no cost to us. His argument is that we can't possibly be worse off; and, in fact, this group is very aggressive; and they would like to use us as more advertising for the next group.

4) REPORT RE 2020 MUNICIPAL BUDGET PREPARATIONS – Borough Administrator reported they were all due today at 4:30 p.m. and he's honestly not sure if they all came in or if they had their Mom's notes if they didn't. It is the beginning of the process and we will be following up. This year we're going to have the Department Heads come back and present before the Council people because they do it every day; and there could be new twists or turns; so instead of himself or the CFO reporting to the Council on what they think they need or want, they will make their own presentations.

5) STATUS REPORT RE FOLLOWING GRANTS: Mr. Hynes reported on the following:

a. FILED

1. 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) – There's no report yet; but it's expected to be awarded in the near future.

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) – The Bidder is in the process of constructing specially designed concrete blocks to be installed; and they will begin to apply for the permits.

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 – We are required to have this project completed by June 2020 or we lose the grant; and we're not about to have that happen. So we are bringing up the project vendor, the Gordian Group, to meet with the DPW Superintendent and himself. Part of the requirements are to have a pre-construction meeting; and we're going to arrange that before December.

c. TO BE FILED - To be announced by Administrator

6) REPORT – Borough Administrator reported that as of yesterday, they placed an ad for an Acting Court Administrator on the Borough website, the Municipal Court Administrator's website and we're going to be taking an ad out in the League of Municipalities. We are going to close all applications on November 29th. He said until we have a true Court Administrator, there is going to be continued turmoil at this Court. When defendants come up, there's nobody here, they get angry, they go out and they take it out on the people closest to them – one of them is the Municipal Clerk. When they are unsatisfied, they go downstairs and give us a piece of their mind; there's nothing we can do. We are asking for some modifications on the telephone in there. Only they have the code and only they have the key to the store.

7. REPORTS (Continued)

A. BOROUGH ADMINISTRATOR (Continued)

The Police Chief has a special key in an emergency; but we don't have the key to get in there. He is asking that a message be put on that phone when they call telling them whom they should call in Hackensack when they don't get satisfaction so they don't go over and yell at the Municipal Clerk or go down and yell at us. Ms. Castano corrected Mr. Hynes and voiced her frustrations that people ask a lot of questions that we cannot answer and we can't help them. Mr. Hynes said he understands because a lot of people get concerned because an appearance is mandatory; and there is nobody here to ask about it. In answer to Councilwoman Chung, he said the advertisement is for Acting and one of the reasons is that we don't have a final separation with the present Court Administrator which is imminent. We've been blessed that Hackensack has sent people to fill in using their own vacation time to come in here. But the County Court Administrator cautioned us they were running out of people capable to do this. They are out of time and it is vacation time during the holiday season. People don't want to spend vacation time here; so we're going to have a problem starting in December, if not January, trying to solve this problem.

Mr. Hynes informed we are applying for another Community Block Development Grant and you have to be innovative as you can't go back to something you did before; so now we think we have a great project for another automatic door in back of the Library. Councilwoman Latner thanked him for same. He explained it is the doors where the voters go.

Borough Administrator noted the Council will be voting tonight on MuniPay. This is a leap into the 21st Century. If anyone has been here on Court night, they know the line can go out the door because we don't take a credit card. This authorizes us to do that; however, he doesn't want to expand this to all departments right off the bat. The only other officer we will have is the Fire Marshall's office; and the benefit to that is he is the IT expert; so he will know immediately if there is a problem and how to handle it. If this works really well, we will expand it to the Board of Health, Building Department and Municipal Clerk. In answer to Councilwoman Chung, he informed this was different than the tax collection portal as that is internet and this is a credit card reader. In answer to Councilman Devlin, he explained there are different rules for the Court inasmuch as we are not allowed to charge a user's fee; we have to absorb that. We put in a number that we will never reach but were very conservative; and we're not going to have that. And we will do the Budget next year. Tenafly has reported it changed the whole demeanor of the Court because people are less stressed out; the Judge is more relaxed; and you lose less money. On installment plans, people can't find them; but they get the credit card which can be billed monthly – it works.

B. BOROUGH CLERK

1) STATUS REPORT RE 2019 APPOINTMENTS – Borough Clerk reported open appointments are being maintained on the Regular Meeting Agenda. We are approaching the end of the year; so we will be starting again in 2020.

a. REPORT RE PREPARATIONS FOR 2020 APPOINTMENTS – Ms. Castano reported the customary memo requesting recommendations for reappointment and suggestions for vacancies was sent 10/11/19 to all Borough Boards and Commissions with response due 11/22/19. In response to the Mayor, she said we should have a better idea of recommendations at that time.

2) STATUS REPORT RE 2019 OATHS OF OFFICE – Borough Clerk reported Oaths of Office are current with the exception of the Borough Administrator because we are waiting for his Oath to be signed as we now have the signed contract.

3) STATUS REPORT RE 2019 LICENSES – Ms. Castano reported 2019 Licenses are current. She reminded at the last meeting we were able to renew the Cinemex Liquor License for the 2019-2020 term and are working to finish up their application to amend the License due to new parent company ownership.

a. REPORT RE PREPARATIONS FOR 2020 LICENSES – Borough Clerk reported a memo was sent to the Chief of Police on 10/9/19 and due by 11/4/19 and we did receive the report; so we are sending out our customary renewal forms to Borough Licensees and Limousine Licenses for 2020 with a return date of 12/5/19.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

4) STATUS REPORT RE 2019 MEETING DATES – Ms. Castano reported Meeting Dates are current and we have very few dates from now until the end of the year. She reminded the next scheduled meetings are Monday, 11/25/19, Wednesday, 12/11/19, and Monday, 12/23/19, just before Christmas. She asked if everything could be completed for the December 11th Meeting and the Mayor agreed he wanted to cancel that second meeting.

a. REPORT RE PREPARATIONS FOR 2020 MEETING DATES – (Borough Clerk forgot to report that the memo was sent on 10/17/19 to all Borough Boards and Commissions asking for submissions by the first week in December.)

5) STATUS REPORT RE ELECTIONS – GENERAL ELECTION ~~TO BE~~ HELD TUESDAY, 11/5/19, FROM 6 A.M. TO 8 P.M. – Ms. Castano reported we had a steady turnout of people and she thought there was a large turnout but we only had 25% of the registered voters. She congratulated incumbents Vicky Amitai and Joe Yammarino for their victory. She gave special thanks to Chief McTigue and his Department and William Dahle III and his men as well as the Library Director for the follow through by their personnel in seeing that the day went smoothly.

6) STATUS REPORT RE 2019 UNFINISHED BUSINESS – Borough Clerk reported there has been no further progress with the Do Not Knock registry and informed her office is working with the IT Coordinator to finalize same.

7) STATUS REPORT RE OPRA REQUESTS – Ms. Castano reported that, as of today, we have had 273 requests; on the same date in 2018, we had 193 and in 2017, there were 157. We are getting more and more requests - not for records; and the Administrator can attest to it, that people are asking for extra services to provide them with what they want rather than requesting records. We are trying to hold them to that and it is very difficult. Councilman Devlin asked how many special service charges there have been and Ms. Castano informed everyone is reluctant to charge. The issue is how to calculate man hours to gather the information and we can't deny them.

Mr. Devlin asked how many were substantially disruptive to operations; and Ms. Castano asked what is disruptive when you only have two (2) people in a department. She said it may not be an issue in larger departments where one (1) person is in charge of OPRA requests; but in an office of only two people, if there's extensive research required, that's when there's a problem. She informed they had a request that came back again asking for records; the Borough Clerk's office can provide a certain amount of records when they're asking for Resolutions; but when they want comparisons, this becomes a problem. Mr. Hynes affirmed he felt it and said you can't possibly accommodate some of these requests. Mr. Devlin then said those must be substantially disruptive to operations or perhaps a special service charge is needed.

Borough Attorney explained we sent a Mason letter back to the first request because they weren't requesting documents - they were asking for a research project; so we rejected it outright; and now they came back with a new one, but he hasn't seen it yet. Borough Clerk explained it is now for specific records and then a little extra; so you can comply with certain things and try to accommodate others another way, but how far do you go? Everyone is afraid they're going to hit the newspaper. She suggested making these issues known to (Senator) Loretta Weinberg.

8) STATUS REPORT RE PREPARATIONS FOR LEAGUE CONFERENCE TO BE HELD IN A.C. FROM 11/19/19 to 11/21/19 – Borough Clerk reported all of the necessary information is in their League magazine which she distributed this evening including their hotel reservation information and pre-registration certificates. She wished them all a successful educational trip. Mayor Glidden asked why Ms. Castano was not attending; and she informed that she and her Deputy split the funds for education and attend different Clerk's meetings throughout the year that offer continuing education units (CEUs).

9) 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 – Ms. Castano reminded the Borough Attorney already reported on this item.

7. REPORTS (Continued)

B. BOROUGH CLERK (Continued)

10) REPORT – Borough Clerk reported there are still two (2) ordinances that we have been reviewing: one has been codified; but we still do not have the information which is the job description for the Borough Administrator. She previously provided the information to the Human Resources Committee for review; and, hopefully, we will have something we can put back into the Code regarding the responsibilities and the job description. The other is Ordinance No. 2019:1255, “An Ordinance to Amend Code Chapter 48, Personnel Policies” adopted July 24, 2019 which should be reviewed before it is codified. It left some questions to be addressed that she wished to provide to the HR Committee and Borough Attorney for review and possible amendment prior to codification and then voting on and providing an updated Employee Manual (2014), which a lot of employees have been waiting to see. Councilman Devlin recalled this was addressed in the Best Practices.

Ms. Castano reported our Minute books have been haphazardly piled in boxes in the back room; and she would like to order a special jumbo heavy-duty file cabinet to secure them in the Borough Clerk’s office. At this point, there is some assistance required from our Borough Engineer regarding load bearing because those books are heavy; and if they are stacked up high, she is not sure the floor can handle it. No objections were voiced to her request for the Borough Engineer’s assistance.

C. CHIEF OF POLICE

1) REPORT – Chief McTigue reported the Monthly Report was sent to the Mayor and Council. Regarding the Court Clerk, he said some of his men are trying to help alleviate that by holding to the no fail to appear and no warrants being issued during the course of time before we get somebody to replace her so they will be assisting and continuing to let people know they are doing their best to try to help alleviate that problem.

The Chief reported that unofficially he heard that Public Service is going around doing quite a bit of house services based on the high pressure gas lines that are being put all over Bergen County. He believes that before year’s end they may be seeing houses between Anderson Avenue and Piermont Road and Closter Dock Road homes getting service replacement. That will cause a significant traffic pattern issue; and the last he heard was that their pattern was to come here before year’s end. He hopes to receive official notification unless the Borough Engineer has heard something, before they start coming our way.

Mayor Glidden referred to the Department Report and noted there’s been an increase of 10% year over year and asked if there was anything unusual going on. Chief McTigue said overall calls for service is a natural progression of people needing assistance. In answer to Councilwoman Latner, he said Police Notifications are general information and a catch-all. She noted that went up 100 more this year than last year; from 135 to 239 this year. She again congratulated the Department as larcenies have gone down from 15 to 4. The Chief informed they included when people notify them they are leaving on vacation in the notifications category.

D. MAYOR

1) REPORT – Mayor Glidden reported he advised the Council some meetings ago that we might have an interest in acquiring the old True Value property on the corner of Schraalenburgh Road and Old Hook Road. He said we could use Open Space funds for this or another source of funds from NJDEP – the Nature Center folks are looking at it. He said what we’d like to do is get an appraisal of the property so that we can share that with the owner of the property and see if we can’t come close in terms of a price. The cost of the appraisal would be \$2,500; so he would like to get everybody’s sign-off if he could. He said it’s a good thing for the Borough to acquire that property; it’s in a particularly good location for entry into Closter; and, of course, we don’t know what price they want; but we’d like to go there. At this time, he asked if anybody had any problems with spending \$2,500 on the appraisal.

At this time, Councilman Devlin asked if that would include any environmental analysis of the soil because, as we’ve seen with the Swim Club, there is a history of industrial solvents there. Mayor Glidden affirmed there is a history there; and said they have to have a No Further Action Letter from the DEP which basically means it’s clean. In answer to Councilman Devlin, Borough Engineer explained it is not an RAO. It is an RAL but there isn’t one for that property currently on the DEP website. He said their website sometimes lags behind, but as of right now, it is not listed on there as having one.

7. REPORTS (Continued)

D. MAYOR (Continued)

He further explained that it also has groundwater contamination and a CEA which is a Classification Exception Area, which is an ongoing process which attenuates over time, but how much time is not known. Mayor Glidden explained to Mr. Devlin that we would not acquire the property and assume the risk of having the responsibility of clean up transferred to us; it is on the current owner. Mr. DeNicola explained that generally works; but the only issue where that may not work, and it would get written into the agreement stating that Super Value is responsible for the clean-up if Closter buys it and then they went bankrupt or defunct, such as the Swim Club, it would then be our responsibility; and something would have to be written in the contract about that scenario.

In answer to the Mayor, Councilman Devlin again asked if that included any environmental costs or if it would be factored into the price, will that risk be built in. The Mayor said we don't know if we will actually acquire the property. We may not be able to; so, we need to spend the \$2,500 to be able to evaluate it and negotiate a price. Councilwoman Chung noted the appraiser would take into account the encumbrances of doing any kind of environmental evaluation; and Borough Attorney affirmed same but cautioned not if there was contamination we were not aware of yet. If they don't know the environmental concerns, they can't factor that in. Borough Engineer explained that right now, an appraiser would look and say there's not an RAO; and it is a Classification Exception Area. The owner has done testing; and he reiterated that the DEP website may not be up to date; and tests performed yesterday would not have results posted yet. They would need to look into that on the DEP website or inquiries to the LSRP. Borough Attorney advised the Mayor they could take a voice vote and then memorialize it at the next meeting.

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)

Councilwoman Latner referred to the Library being an emergency comfort station and noted that Head Librarian Ruth Rando and OEM Coordinator Jim Winters talked about this subject at the last department head meeting. In all emergency situations, nothing is absolutely definite; but, if needed, the library would be a comfort station. The library would not be used as a shelter to provide sleeping space or meals. If the emergency is widespread, Closter would work with the County to open a regional shelter; but if the emergency was more local, one of the schools would be used as a shelter. If the library needed to be open beyond normal hours, it would never be overnight hours. The library would provide at least two employees and the cost of the extra hours would be borne by the budget of the OEM office, which has an emergency contingent line item.

10. NEW BUSINESS

Councilwoman Latner said the drama production at the High School will be held November 14, 15 and 16 at 7 p.m. and the tickets are \$15 for adults and \$10 for students and seniors.

Councilwoman Chung referred to Kevin Whitney's suggestion for an electronic signboard in front of Borough Hall which she thought was a good idea since it would advertise the Borough news. Councilwoman Latner expressed support. Councilman Devlin noted that rules for usage should be in place before obtaining the signboard. Borough Administrator said he would look into the cost of same.

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

Steven Pontell, Esq., 19 Main Street, Hackensack, referred to his client, who since 2012 resides at 363 Closter Dock Road, Apartment 2, which subsequent to moving in the home, was turned from a 2-family house to a 3-family house. The landlord has moved out from the first floor apartment and it is now occupied by a family of 6 in a one-bedroom unit. There is another family living in the basement. These units have been used for approximately two years; and since then his client's unit has been infested with cockroaches. She has alerted the landlord but the situation has not improved; and as of this date, she cannot use her appliances or sleep in her bedroom. In addition, when she comes home from work, there are a lot of people outside the house; and she has concerns about her privacy. He noted there have been trucks parked on the property with people sleeping in the trucks. He hoped that the Mayor and Council could get involved in addition to the Department of Health. In answer to the Borough Attorney, he noted that complaints were only filed with the landlord directly; and he has sent out an exterminator on a periodic basis; but the infestation has not been eliminated. The Fire Chief said he would have a memo sent to the Building Department and he would advise the Fire Prevention Bureau. Mayor Glidden said the complaints should also be filed by the resident with the Board of Health and Building Department.

Dr. David Barad congratulated the procedure of paying taxes online noting that they can be paid by check or credit card at a reasonable fee. Borough Administrator noted that the Court cannot charge a defendant this fee.

In answer to Dr. Barad, Borough Attorney noted that the rolling assessment has controlled the number of tax appeals. Dr. Barad said he was glad to see the Shade Tree Ordinance.

Fire Chief Mark Lupardi thanked everyone for their messages of good will and food he and his wife received after his hospitalization. Relative to the fire truck, he thanked the Mayor and Council noting that he and other members of the Fire Department worked very hard to select the truck. He reported that this year the Department has responded to approximately 40 more calls than last year. He congratulated Councilwoman Amitai and Councilman Yammarino on their reelection. Chief Lupardi advised that he would be coming to the Council next year on a Board of Utilities issue which he felt was needed to be addressed by the Borough. He said the Department is called for every "runaway" meaning if a thermostat gets stuck on "on", the Fire Department is dispatched. The Fire Department was told recently that there was a gas leak which he and his Assistant hurried to only to find out that the homeowner wanted something inspected. These are the call takers from PSE&G who work through the BPU, who, after the explosion that killed two people, set down rules and regulations. We are getting now what he refers to as "insurance safety" calls. When a call is received by Public Service at this time, the Fire Department is dispatched. Firemen are put at risk thinking there is a major gas leak and find there is nothing. He related a call on Venus Drive where a gas line was installed to a grill, which they wanted checked, and the Fire Department was dispatched. He said he would provide all the information to the Mayor and Council on this matter. In answer to Councilwoman Chung, the Chief said that some of the calls are exaggerated but we do respond to make sure the house is safe.

Chief Lupardi referred to the Water Company (SUEZ) and said next year he would be starting a program with his younger firemen who will be given 12 fire hydrants each to be given a 5-point check to make sure same are operational. The report on same will be given to the Mayor and Council. He said he would be submitting the Department's Budget requests on Monday.

12. DISCUSSION OF PUBLIC COMMENTS, IF APPROPRIATE

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

14. ADJOURNMENT

Motion to adjourn the Work Session at 9:00 p.m. was made by Councilwoman Amitai, seconded by Councilwoman Latner and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council on
November 21, 2019 for approval at the
Regular Meeting to be held
Monday, November 25, 2019

Loretta Castano, RMC
Borough Clerk

Prepared by Carol A. Kroepke
and Arlene Marie Gray, RMC,
utilizing recording and the
Borough Clerk's notes

Approved at the Regular Meeting held November 25, 2019
Consent Agenda Item No. 12b