

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – WEDNESDAY, OCTOBER 28, 2020 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Regular Meeting on Wednesday, October 28, 2020. Mayor Glidden called the meeting to order at 8:51 p.m. and read the following statement:

DUE TO PUBLIC HEALTH CONSIDERATIONS, THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD BOTH TELEPHONICALLY and VIA ZOOM VIDEO.

You may join Zoom meeting including video by accessing the information posted in the **Borough Calendar** on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for **Calendars and Notice of Meetings** and click on the corresponding date.

To join via Telephone Audio Only:

TOLL FREE: +1 646-558-8656; **MEETING ID:** 816 5637 9229; **PASSWORD:** 615743

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 10, 2020, was posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. A Sunshine Notice regarding the change of meeting format was sent to The Record for posting on October 26, 2020. In addition, copies of these notices are and have been available to the public and are on file in the office of the Municipal Clerk.

**A COPY OF THIS NOTICE HAS BEEN POSTED ON THE OUTER DOORS
OF THE BOROUGH HALL AND ON THE BOROUGH WEB SITE**

2. ROLL CALL

The following persons were present:

Mayor John C. Glidden, Jr.
Borough Administrator, Edward Hynes
Borough Attorney, Edward T. Rogan
Borough Engineer, Nick DeNicola
Deputy Borough Clerk, Arlene Marie Gray
IT Coordinator, Kevin Whitney

The following persons participated via telephone:

Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino, Jannie Chung
and Victoria Amitai
Chief of Police, Jack McTigue

The following persons were not present:

Loretta Castano, Borough Clerk

3. MAYORAL PRESENTATION(S)

4a. VOTE ON CONSENT AGENDA ITEMS

Motion approving the Consent Agenda minus Item Nos. 9 and 9a 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, Chung and Amitai.

RESOLUTIONS

5. RESOLUTION AUTHORIZING DEPUTY TREASURER TO RELEASE AND RETURN REMAINING PLANNING/ZONING BOARD ESCROW FUNDS IN THE TOTAL AMOUNT OF \$3,497.96 TO ELEVEN (11) NAMED APPLICANTS FOR SATISFACTORY COMPLETION OF ALL REQUIRED IMPROVEMENTS PER PLANNING/ZONING BOARD PROFESSIONALS' DETERMINATION; AND ALL FEES DUE FOR SERVICES RENDERED HAVE BEEN RECEIVED FOR PROPERTIES LISTED ON ATTACHED SPREADSHEET (ACCOUNTS VERIFIED BY PB & ZBOA COORDINATORS) Received from Deputy Treasurer 10/16/20
6. RESOLUTION AUTHORIZING DEPUTY TREASURER TO CLEAR OUTSTANDING CHECK OF RECORD AND DEPOSIT THE FUNDS INTO THE BOROUGH'S MASTER ACCOUNT NO. 1 DUE TO EXHAUSTION OF ALL MEANS OF LOCATING THE PAYEE (Received from Deputy Treasurer 10/16/20)

CLOSTER MAYOR AND COUNCIL
 REGULAR MEETING MINUTES – WEDNESDAY, OCTOBER 28, 2020 - 7:30 P.M.

7. RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND APPROPRIATION UNDER N.J.S.A. 40A:4-87 FOR “INTERLOCAL AGREEMENT – PISTOL RANGE: BOROUGH OF DEMAREST” IN THE AMOUNT OF \$1,900.00 (Received from Assistant CFO 10/21/20)
8. RESOLUTION AUTHORIZING THE DEPUTY TREASURER TO ISSUE A REFUND OF REAL ESTATE TAX OVERPAYMENT IN THE AMOUNT OF \$4,344.00 TO LERETA TAX SERVICE FOR PROPERTY LOCATED AT BLOCK 611, LOT 14, DUE TO AN OVERPAYMENT FOR FOURTH QUARTER 2020 (Received from Tax Collector 8/31/20)

~~*9. RESOLUTION AUTHORIZING APPOINTMENT OF JAMES OETTINGER AS FULL TIME RECREATION/PARKS DIRECTOR, EFFECTIVE NOVEMBER 1, 2020 AT AN ANNUAL SALARY OF \$25,000 FOR 2020, \$30,000 FOR 2021, AND AN ADDITIONAL \$5000 EACH CALENDAR YEAR THEREAFTER THAT HE REMAINS EMPLOYED BY THE BOROUGH, UP TO A MAXIMUM SALARY OF \$50,000 (Received from Borough Attorney 10/26/20)~~

~~9a. RESOLUTION AUTHORIZING APPOINTMENT OF JAMES OETTINGER AS FULL TIME RECREATION/PARKS DIRECTOR, EFFECTIVE NOVEMBER 1, 2020 AT AN ANNUAL SALARY OF \$25,000 FOR 2020, \$30,000 FOR 2021, AND AN ADDITIONAL \$5000 EACH CALENDAR YEAR THEREAFTER THAT HE REMAINS EMPLOYED BY THE BOROUGH, UP TO A MAXIMUM SALARY OF \$50,000 (Received from Borough Attorney 10/26/20)~~

OR

9b. RESOLUTION AUTHORIZING APPOINTMENT OF JAMES OETTINGER AS FULL-TIME RECREATION/PARKS DIRECTOR, EFFECTIVE NOVEMBER 1, 2020 AT AN ANNUAL SALARY OF ~~\$35,000~~ \$40,000 FOR 2020, ~~\$40,000~~ \$45,000 FOR 2021, AND AN ADDITIONAL \$5000 EACH CALENDAR YEAR THEREAFTER THAT HE REMAINS EMPLOYED BY THE BOROUGH, UP TO A MAXIMUM SALARY OF \$50,000 (Received from Borough Attorney 10/27/20) AS AMENDED

Borough Attorney noted in accordance with the Borough Administrator’s explanation, the 3rd WHEREAS should read:

“WHEREAS, the Human Resource Committee has recommended that James Oettinger be appointed as the full-time Recreation/Parks Director effective November 1, 2020, at an annual salary of \$40,000 for 2020, \$45,000 for 2021, and an additional \$5,000 each calendar year thereafter that he remains employed by the Borough, up to a maximum salary of \$50,000”

- 9c. RESOLUTION TO PURSUE A FAIR AND OPEN PROCESS IN AWARDING CERTAIN CONTRACTS IN THE BOROUGH OF CLOSTER (Received from Borough Attorney 10/27/20)
- 9d. RESOLUTION HIRING TEMPORARY CLERICAL STAFF FOR ELECTION DAY (Received from Borough Attorney 10/27/20)
- 9e. RESOLUTION AUTHORIZING THE CARRYOVER OF 2020 UNUSED VACATION DAYS UNTIL MAY 31, 2021 (Received from Borough Administrator’s office 10/27/20)
- 9f. RESOLUTION HIRING REGISTRAR/LICENSING OFFICIAL/BOARD SECRETARY (Received from Borough Attorney 10/28/20 @ 12:34 P.M.)

MOTIONS

10. MOTION APPROVING THE FOLLOWING **NON-SALARIED** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20: **UPDATED AS OF 8/18/20:**

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Board of Ethics				
Member	<u>Joann Hildenbrand</u>	<u>NO APPOINTMENT</u>	5 Years	31-Dec-24
Food and Assistance Board				
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-21
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-21
Improvement Commission				
Alternate No. 2	<u>Andrew Correa</u> (Appt'd to Member RM 2/26/20)	<u>NO APPOINTMENT</u>	2 Years (Unexp. Correa)	31-Dec-20
Recreation Commission				
Member	<u>Steven Potterton</u> (Dec. Feb. 2020)	<u>NO APPOINTMENT</u>	5 Years (Unexp. Potterton)	31-Dec-22

11. REPORTS
(None received at the time of preparation of this Agenda)

4b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

At this time, Borough Attorney requested a voice vote authorizing the waiving certain provisions of the outdoor café regulations and fees due to the pandemic and recent Executive Order from the Governor to be memorialized at the next Regular Meeting:

Motion of approval was made by Councilwoman Latner, seconded by Councilman Devlin and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

12. 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.

Steve Isaacson, 97 Columbus Avenue wished everyone a Happy Halloween and reminded that this weekend the clocks get turned back.

Regarding the Kollender property, Borough Attorney said he sent a memo and will put together something for the Council to review. Mayor Glidden voiced his support of the sale of that land. Councilwoman Amitai said she is never in favor of selling, not even landlocked land, but in this case it is not a bad idea.

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

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

14. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:00 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
April 1, 2021 for approval at the
Regular Meeting to be held
April 14, 2021

Arlene Marie Gray, RMC
Borough Clerk

Prepared by Arlene Marie Gray, RMC
utilizing recording and
Deputy Borough Clerk's notes

Approved at the Regular Meeting held April 14, 2021
Consent Agenda Item No. 18c

**BOROUGH OF CLOSTER
BERGEN COUNTY
RESOLUTION**

WHEREAS, the Planning/Zoning Board professionals have inspected the improvements required under the granted approvals: and

WHEREAS, Planning/Zoning Board professionals have determined that all required improvements have been satisfactorily completed and all fees due for services rendered have been paid;

WHEREAS, please see attached spreadsheet listing of accounts;


NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter hereby authorize the Deputy Treasurer to release and return the remaining escrow funds of \$3,497.96 to the applicants as specified on said spreadsheet.

(Accounts verified by PB & ZBOA Coordinators)


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

Adopted: October 28, 2020

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 October 28, 2020.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER
BERGEN COUNTY
RESOLUTION

WHEREAS, a certain check has remained outstanding for an extended period of time:
and

WHEREAS, the Borough's Deputy Treasurer has exhausted all alternatives in contacting the respective payees: and

WHEREAS, they are recommending that the check be cleared of record:

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter, that the following outstanding check be cleared of record.


BE IT FURTHER RESOLVED, that the funds be transferred to the Borough's Master Account No. 1.

<u>CHECK NO.</u>	<u>AMOUNT</u>
1713	\$11.36


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

Adopted: October 28, 2020

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 October 28, 2020

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

**RESOLUTION REQUESTING APPROVAL OF ITEM OF REVENUE AND
APPROPRIATION UNDER N.J.S.A. 40A: 4-87 FOR
“Interlocal Agreement – Pistol Range: Borough of Demarest”**

WHEREAS, N.J.S.A. 40A: 4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount,

NOW, THEREFORE, BE IT RESOLVED, that the Borough of Closter hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the year **2020** in the sum of **\$1,900.00** which item is now available as revenue from the **Interlocal Agreement – Pistol Range – Borough of Demarest.**

BE IT FURTHER RESOLVED that the total sum thereof of **\$1,900.00** is and the same is hereby appropriated under the caption of:

Chapter 159 – Inter Local Agreement – Pistol Range: Borough of Demarest

BE IT FURTHER RESOLVED, that the Assistant Chief Financial Officer will electronically submit this certified resolution along with the form to the Division of Local Government Services as per LFN 2014-11.

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

Adopted: October 28, 2020

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 October 28, 2020.

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
REFUND OF REAL ESTATE TAX OVERPAYMENT**

WHEREAS, there exists tax overpayment(s) resulted by duplicate payments in for the parcels listed below in the total amount of \$4,344.00 for Fourth Quarter 2020.

WHEREAS, the Tax Collector is desirous to clear the overpayments of record and requests a certified copy of this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, New Jersey, that the Deputy Treasurer is herewith authorized to issue a refund check to in the total amount of **\$4,344.00** for the following tax account(s) to **Lereta Tax Service**.

<u>BLOCK</u>	<u>LOT</u>	<u>OWNER</u>	<u>AMOUNT</u>
611	14	Pasquale, Lee M.	\$ 4,344.00

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

Adopted: October 28, 2020

Attest: *Loretta Castano*
Loretta Castano, RMC

Approved: *John C. Glidden, Jr.*
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 October 28, 2020.

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

RESOLUTION AUTHORIZING APPOINTMENT OF JAMES OETTINGER AS FULL-TIME RECREATION/PARKS DIRECTOR

WHEREAS, in the Borough of Closter there is a need to employ a full-time Recreation/Parks Director; and

WHEREAS, James Oettinger has effectively served the Borough of Closter as its part-time Recreation/Parks Director; and

WHEREAS, the Human Resource Committee has recommended that James Oettinger be appointed as the full-time Recreation/Parks Director effective November 1, 2020, at an annual salary of \$40,000 for 2020, \$45,000 for 2021, and an additional \$5,000 each calendar year thereafter that he remains employed by the Borough, up to a maximum salary of \$50,000; and

WHEREAS, the Governing Body deems it to be in the best interest of the Borough to approve this recommendation; and

WHEREAS, funds are available in the Borough's budget for this purpose;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter as follows:

1. James Oettinger is hereby appointed as the Borough's full-time Recreation/Parks Director effective November 1, 2020 at an annual salary of \$40,000 for 2020, \$45,000 for 2021, and an additional \$5,000 each calendar year thereafter that he remains employed by the Borough, up to a maximum salary of \$50,000.
2. The Borough Clerk shall provide a copy of this Resolution to the Finance Office and Borough Administrator.

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

Adopted: October 28, 2020

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Arlene Marie Gray, Deputy Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on October 28, 2020.

Arlene Marie Gray, Deputy Borough Clerk

BOROUGH OF CLOSTER

RESOLUTION TO PURSUE A "FAIR AND OPEN" PROCESS IN AWARDING CERTAIN CONTRACTS IN THE BOROUGH OF CLOSTER

WHEREAS, the laws of the State of New Jersey regarding the awarding of certain municipal contracts requires that said contracts be awarded pursuant to the provisions of N.J.S.A. 19:44A-20, et. seq., commonly called the "Pay to Play" law; and

WHEREAS, the governing body desires to pursue the "Fair and Open" process set forth in the law in awarding contracts for the following positions for 2021:

- Borough Attorney
- Borough Bond Attorney
- Borough Appraiser - Commercial Properties
- Borough Appraiser – Residential Properties
- Borough Public Defender
- Borough Prosecutor
- Borough Alternate Prosecutor
- Attorney to the Planning Board*
- Attorney to the Zoning Board of Adjustment*
- Borough Planner (Master Plan Reexamination)*
- COAH Planner
- Borough Auditor
- Borough Engineer; including Planning Board and Zoning Board of Adjustment
- Financial Advisory Services
- Risk Manager
- Landscaper for Foreclosed and Abandoned Properties
- Qualified Purchasing Agent
- Duly licensed personnel to carry out the following public health activities:

- (a) Public Health Administration: health officer, electronic information notification (LINCS), health education.
- (b) Environmental Health Services – Registered Environmental Health Specialist (Approximately 4 days per week but additional hours may be assigned subject to Board of Health approval).

All of the services described in a & b above shall meet "Public Health Practice Standards of Performance for Local Boards of Health in New Jersey."

***WHEREAS**, the governing body recognizes that under the law, the Planning Board and Zoning Board of Adjustment may make the final decision as to whether or not to use the Fair and Open process when awarding their contracts; however, the governing body strongly recommends that these Boards use the Fair and Open process.

NOW, THEREFORE, BE IT RESOLVED by the Borough of Closter that the governing body desires to pursue the Fair and Open Process in awarding contracts for the positions set forth above and the Borough Clerk is hereby authorized to advertise for said positions pursuant to the law.

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a copy of this Resolution to the Board of Health, the Planning Board, and Zoning Board, and the Borough Clerk and Borough Attorney are hereby authorized to take all further steps necessary to carry out the governing body's desire to pursue the Fair and Open process in awarding the contracts for the positions set forth above.


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

Adopted: October 28, 2020

ATTEST:

APPROVED:


Loretta Castano, Borough Clerk


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 October 28, 2020.

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

RESOLUTION HIRING TEMPORARY CLERICAL STAFF FOR ELECTION DAY

WHEREAS, the Borough Clerk’s Office has notified the governing body that there is a need to hire clerical personnel to assist on Election Day, November 3, 2020 due to the Borough Clerk’s retirement; and

WHEREAS, the Borough Administrator has recommended that Lynn Vanderlinder and Christine Hordern be hired temporarily at an hourly rate of \$25.00 per hour, for a maximum one day period of 10 hours combined; and


WHEREAS, the 10 hours shall cover the period of 8:30 a.m. – 4:30 p.m. and 7:30 – 9:30 p.m.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that Lynn Vanderlinder and Christine Hordern shall be hired on a temporary one day basis to assist the Borough Clerk’s Office in the Election of November 3, 2020, for a maximum of 10 hours between the hours of 8:30 a.m. – 4:30 p.m. and 7:30 p.m. – 9:30 p.m. at an hourly rate of \$25.00 per hour.


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

Adopted: October 28, 2020

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Arlene Marie Gray, Deputy Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on October 28, 2020.

Arlene Marie Gray, Deputy Borough Clerk

**BOROUGH OF CLOSTER
RESOLUTION AUTHPRIZING THE CARRYOVER OF 2020
UNUSED VACATION DAYS UNTIL MAY 31, 2021**

WHEREAS, at the public meeting held on October 28, 2020, 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, 2021 for the 2020 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 2020 unused vacation days will be limited to ten (10) days until May 31, 2021 for its employees for this year only. Thereafter, unused carryover days shall be forfeited.

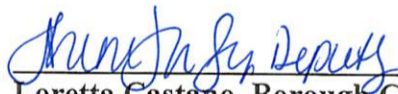
COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilwoman Amitai			X			
Councilwoman Chung			X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko		X	X			
Councilman Yammarino			X			

Adopted: October 28, 2020

APPROVED BY:

ATTEST:


John C. Glidden, Jr., Mayor


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on October 28, 2020.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER BOARD OF HEALTH

RESOLUTION HIRING REGISTRAR/LICENSING OFFICIAL/BOARD SECRETARY

WHEREAS, due to the retirement of the Borough’s Registrar/Licensing Official/Board Secretary, there is a need in the Borough to replace the position on an emergent basis for the unexpired term ending December 31, 2020; and

WHEREAS, a search for a replacement was undertaken by the Board of Health and Borough of Closter and they have determined in the interim it is in the best interest of the residents for the Borough to hire Jin Bae as an interim Registrar/Licensing Official/Board Secretary through December 31, 2020 for up to 22 hours per week at a rate of \$25.00 per hour; and

WHEREAS, thereafter, in conjunction with the Board of Health, applications will be received and reviewed for purposes of the permanent position effective January 2021; and

WHEREAS, for the remaining portion of 2020, the Borough’s Registrar/Licensing Official/Board Secretary shall serve for 22 hours per week at the rate of \$25.00 per hour in accordance with a schedule to be determined and posted to the public.

WHEREAS, in addition to the above schedule, attendance at Clinics and Board of Health meetings, as required, shall be paid at the same hourly rate of \$25.00 per hour.

NOW THEREFORE BE IT RESOLVED that the Board of Health hereby recommends that the Borough hire Jin Bae as a temporary Registrar effective through December 31, 2020, as Registrar/Licensing Official/Board Secretary for the unexpired term which ends December 31, 2020 for up to 22 hours per week at a rate of \$25.00 per hour in accordance with the schedule to be determined and posted to the public; attendance at Clinics and Board of Health meetings, as required, and shall be paid at the same hourly rate.

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a copy of this Resolution to the Board of Health and to the Finance Department upon adoption.


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

Adopted: October 28, 2020

APPROVED BY:

ATTEST:


 John C. Glidden, Jr., Mayor


 Arlene Gray, Deputy Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on October 28, 2020.

 Arlene Gray, Deputy Borough Clerk