

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR THE 2025 REGULAR MEETING OF
JANUARY 22, 2025**

1. In accordance with the Open Public Meeting Law, P.L.1975, chapter 231, notice requirements for this meeting have been set forth in the resolution adopted by the Municipal Council at its Reorganization Meeting of January 8, 2025 detailing the time and place, with notice given to the public by posting a copy thereof on the bulletin board in the Municipal Building, transmitting copies to the Herald News and The Record of Woodland Park.
2. **Flag salute and Prayer**
3. **Moment of silence in memory of Mary B. Zaccaria**
4. **Roll Call**
5. **Resolution R25-039, a resolution to amend “4-1.1” “Table of Organization” of Chapter IV “Police Department” within the Borough of Woodland Park.**
6. **Presentation:**
 - Recognition of the winners of the “Light it up Woodland Park” holiday house decoration contest
 - Mayor to perform the swearing in of the Honorable Toni Damiano as the Woodland Park Municipal Court Judge
 - Swearing in of Police Sergeants:
 - Justin Castro
 - Richard DiZenzo
7. **Public Hearing**

OPEN: Motion to open the public session. Motion to open the public session by _____ Seconded by _____.

- **ROLL CALL:**

CLOSE: Motion to close the public session. Motion to close the public session by _____ Seconded by _____.

- **ROLL CALL:**
8. **Committee Reports:**
 - A. Administration & Finance – Council President Sica
 - B. Public Works – Councilman Chaabane
 - C. Public Safety – Councilman DeCesare
 - D. Health & Senior Services – Councilwoman Gatti
 - E. Recreation, Community Relations & Veterans Affairs – Councilwoman Tiseo
 - F. Laws & Ordinances – Councilman Torres
9. **Mayor’s Report:**
10. **Administrator’s Report:**
11. **Municipal Attorney’s Report:**

12. Consent Agenda:

All matters listed under the Consent Agenda are considered to be routine by the Council and will be enacted by one resolution. The items listed herein will be acted upon after having been read. Any item may be removed from the Consent Agenda by the request of any member of this Governing Body, and if so removed, will be acted upon as a separate matter.

- A. Resolution R25-040, a resolution to authorize the Certified Municipal Finance Officer to issue a check for a refund to PRO CAP 8 FBO FIRSTTRUST Bank, P.O. Box 774, Fort Washington, PA 19034-0774 in the amount of \$54,664.02 for the redemption payment of the lien and premium.**
- B. Resolution R25-041, a resolution to approve and accept the revised statutory budget deadline dates as approved by the Local Finance Board allowing the Borough of Woodland Park to adhere to the new timeline for budget preparation and adoption.**
- C. Resolution R25-042, a resolution to approve to apply for and obtain a grant from the New Jersey Department of Community Affairs to carry out a project to convert the underutilized portion of Frank D. Zaccaria Park into four (4) pickleball courts.**
- D. Resolution R25-043, a resolution to amend resolution R24-293 the award of contract to United States Department of Agriculture, 140c Locust Grove Road, Pittstown, NJ 08867 in an amount not to exceed \$11,317.00, for the controlling of the geese population within the Borough for the time period of February 1, 2025 through September 30, 2025.**
- E. Resolution R25-044, a resolution to authorize the Director of IT to dispose of the various printers, computer/technology equipment listed in the resolution, in the most cost effective means available as this equipment has been determined to have no value to the Borough.**
- F. Resolution R25-045, a resolution to amend resolution R24-001 establishing the regular meeting schedule of the Mayor and Council for calendar year 2025 and the declaration of the official newspapers.**
- G. Resolution R25-046, a resolution to approve an Agreement to continue the Borough's membership in the New Jersey Intergovernmental Insurance Fund.**
- H. Resolution R25-047, a resolution to appoint the Fund and Alternate Fund Commissioners to the North Jersey Municipal Employee Benefits Fund.**
- I. Resolution R25-048, a resolution to rescind resolution R25-012 appointing Alyssa A. Cimino, Esq. of Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ as the Borough of Woodland Park Municipal Courts Public Defender.**
- J. Resolution R25-049, a resolution to authorize the Recreation Department to hire Alexander Limone as a staff for the 2024-2025 Before and After Care beginning on January 23, 2025 to the end of the school year in June 2025, as well as to assist the Recreation Department.**
- K. Resolution R25-050, a resolution to appoint an Alternate Records Custodian Lt. Robert Lepore, effective the date of adoption of this resolution.**
- L. Resolution R25-051, a resolution approving an increase in the Temporary Budget for a grand total of \$7,881,829.00 and Water Budget Appropriations grand total of \$883,700.00.**
- M. Resolution R25-052 a resolution to approve the actions noted in the Consent Agenda, items A. through M., be and are hereby approved and the proper officers are directed to take necessary actions on same.**

MOTION: Motion to approve the Consent Agenda by _____, seconded by _____.

- **ROLL CALL:**

13. Collector/Treasurer Report:

CMFO, Heather Barkenbush recommends authorization for payment:

Authorize payment of the 01/30/2025 regular and miscellaneous payroll estimated at \$500,000.00.

MOTION: Motion to approve payroll by _____, seconded by_____.

- **ROLL CALL**

Payment of bills from voucher list of 1/17/2025 totaling \$3,589,093.53.

MOTION: Motion to approve payment of bills by _____, seconded by_____.

- **ROLL CALL:**

14. Department Reports:

1. Summary Budget Status Report of 2024 and 2025 dated January 21, 2025.

MOTION: Motion to approve Departmental Reports by _____, seconded by_____.

- **ALL IN FAVOR:**

15. Old Business:

A. Public hearing on the adoption of Borough Ordinance 25-01

OPEN: Motion to open the public hearing on ordinance 25-01 by_____ Seconded by _____.

- **ROLL CALL:**

CLOSE: Motion to close public hearing on ordinance 25-01 by_____ Seconded by _____.

- **ROLL CALL:**

B. Resolution R25-053, a resolution to adopt Ordinance 25-01, AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-18 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND EMPLOYEES MANAGEMENT AND OTHER FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY NEW JERSEY FOR THE YEAR 2025.

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 25-01, is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

MOTION: Motion to adopt Ordinance 25-01 by _____, seconded by_____.

- **ROLL CALL:**

A. Public hearing on the adoption of Borough Ordinance 25-02

OPEN: Motion to open the public hearing on ordinance 25-02 by _____
Seconded by _____.

- **ROLL CALL:**

CLOSE: Motion to close public hearing on ordinance 25-02 by _____
Seconded by _____.

- **ROLL CALL:**

B. Resolution R25-054, a resolution to adopt Ordinance 25-02, AN ORDINANCE WHICH TO AMEND ORDINANCE 24-13 CONSTRUCTION FEES.

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 25-02, is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

MOTION: Motion to adopt Ordinance 25-02 by _____, seconded by _____.

- **ROLL CALL:**

16. **New Business:**

17. **Adjournment:**

**Sandra Olivola, RMC
Municipal Clerk**

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-039**

MOTIONED BY:

SECONDED BY:

**A RESOLUTION TO AMEND “4-1.1” “TABLE OF ORGANIZATION”
OF CHAPTER IV “POLICE DEPARTMENT”
WITHIN THE BOROUGH OF WOODLAND PARK**

WHEREAS, the Borough has in effect Section “4-1.1” of its Borough Ordinances entitled “Table of Organization” of Chapter IV “Police Department” within the Borough of Woodland Park; and

WHEREAS, the Borough seeks to amend the “Table of Organization” of its “Police Department”; and

WHEREAS, the Borough has determined that such an amendment is in the best interest of the Borough and citizens of Woodland Park; and

NOW THEREFORE BE IT ORDAINED, by the Mayor and Borough Council of the Borough of Woodland Park, in the County of Passaic and the State of New Jersey, that the “Table of Organization” for the “Police Department” shall be amended as follows:

1. “4-1.1’ ‘Table of Organization’

- a. The Police Department of the Borough of Woodland Park has been previously established; and
 - b. The Table of Organization for the Police Department of the Borough of Woodland Park shall be amended as follows:
 1. Police Chief.
 2. Deputy Chief
 3. Two (2) Captains
 4. Four (4) Lieutenants
 5. Seven (7) Sergeants
 6. Thirteen (13) Patrol Officers
 7. Such other probationary officers, special police, police matrons, marshals, traffic officers, school traffic officers, radio communications officers, and other personnel as the council may from time to time, authorize in accordance with applicable statute, rule or regulation.
 8. The maximum number of police officers that the Borough may maintain on its duly authorized Duty Roster is: Twenty-Eight (28) sworn members of the Woodland Park Police Department, regardless of the positions identified within this Resolution.
 - c. The existing full-time Police Department and the status, tenure and rights of the members thereof are continued in force in all regards except to the extent of the force reduction provided for herein.
 - d. It must be noted that any position which is currently occupied by a member of the Police Department and slated for reduction, shall remain active and on the Table of Organization until a vacancy is created in the said position.
 - e. Notwithstanding the limitations set forth above, no officer who is currently employed by the Borough shall be removed from his position or reduced in rank as a result of this Table of Organization; however, in the event of a vacancy occurring in any of the Lieutenant positions, the number of Lieutenants shall immediately be reduced to three (3).”
2. Subsequent to the passage of this Resolution, amendments may be made via an additional Resolution and/or Ordinance.

3. If any section, paragraph, subdivision or provision of the subsection shall be adjudged invalid, such adjudication shall apply only to the paragraph, subdivision clause or provision so adjudged and the remainder of the subsection shall be deemed valid and effective.

4. This Resolution being vital to the public health, safety and welfare shall take effect immediately upon final passage and as provided by law. Furthermore, the existence of this Resolution does not require that the entire Table of Organization be filled by the governing body.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-040**

MOTIONED BY:
SECONDED BY:

LIEN REDEMPTION AND PREMIUM

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey have been informed by the Tax Collector of the Borough of Woodland Park that a lien redemption for taxes, in the amount of \$26,564.02 was made on December 31, 2024; and

WHEREAS, pending the return of the redemption certificate from the lien holder was received in the Tax Office on January 6, 2025, the amount of \$3,627.91 is to be returned to the lien holder; and

WHEREAS, the Tax Collector of the Borough of Woodland Park has requested a lien redemption of said payment to be made to PRO CAP 8 FBO FIRSTTRUST Bank, P.O. Box 774, Fort Washington, PA 19034-0774; and

WHEREAS, a premium of \$28,100.00 had also been made by PRO CAP 8 FBO FIRSTTRUST Bank, P.O. Box 774, Fort Washington, PA 19034-0774 which is to be returned; and

NOW, THEREFORE, BE IT RESOLVED that the Certified Municipal Finance Officer is hereby authorized to issue a check for the refund in the amount of \$54,664.02 for the redemption payment of the lien and premium; and

BE IT FURTHER RESOLVED that the books and records of the Tax Collector will be adjusted accordingly.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Bernadette Lawler, Woodland Park’s Tax & Water Collector, do hereby confirm that the information contained in this resolution is accurate and that I have requested authorization from the Woodland Park Mayor and Council to refund the stated lien redemption.

January 22, 2025

Bernadette Lawler, Tax & Water Collector

Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this refund under account number R-01-55-005-000-002.

January 22, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-041**

MOTIONED BY:
SECONDED BY:

RESOLUTION ADOPTING THE REVISED STATUTORY BUDGET DEADLINE DATES AS APPROVED BY THE LOCAL FINANCE BOARD, ALLOWING THE BOROUGH OF WOODLAND PARK TO ADHERE TO THE NEW TIMELINE FOR BUDGET PREPARATION AND ADOPTION.

WHEREAS, the Local Finance Board of the State of New Jersey, as authorized by N.J.S.A. 40A:4-5.1, approved at its December meeting revised statutory budget deadline dates; and

WHEREAS, these revisions modify the statutory dates for introduction, adoption, and Mayor/Council Faulkner Act and related budget transmissions for the Borough of Woodland Park; and

WHEREAS, the revised dates for Budget Introduction & Adoption (Non-Referendum) are as follows:

| Budget Introduction & Adoption (Non-Referendum) | Statutory Date | Revised Date |
|--|-----------------------|---------------------|
| Mayor/Council Faulkner Act (Executive) budget transmission to governing body | 1/17 | 2/28* |
| Submission of the County and Municipal Annual Financial Statement (AFS) | 1/26, 2/10 | 3/7 |
| Municipal introduction and approval of budget | 2/10 | 3/31* |
| County introduction and approval of budget | 1/26 | 3/31* |
| Municipal adoption | 3/20 | 4/30* |
| County adoption | 2/28 | 4/30* |

*or the date of the next regularly scheduled meeting of the governing body; and

WHEREAS, notwithstanding the revised dates, a budget may be adopted anytime within 10 days of receiving the Director’s certification of approval of the budget; and

WHEREAS, to avail itself of the revised dates, the governing body must adopt a resolution by no later than March 31, 2025 to extend the adoption date of the 2025 budget and increase temporary budget appropriations as may be necessary due to the extension;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park that:

1. The revised statutory budget deadline dates as approved by the Local Finance Board are hereby acknowledged and accepted.
2. The Borough of Woodland Park shall utilize the revised dates for Budget Introduction & Adoption (Non-Referendum) as set forth above.
3. This resolution shall be effective immediately.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-042**

**MOTIONED BY:
SECONDED BY:**

**A RESOLUTION TO APPROVE THE BOROUGH TO APPLY FOR AND OBTAIN
A GRANT FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS
FOR FRANK D. ZACCARIA PARK PICKLEBALL COURTS**

WHEREAS, the Borough of Woodland Park desires to apply for and obtain a grant from the New Jersey Department of Community Affairs for approximately \$100,000.00 to carry out a project to convert the underutilized portion of Frank D. Zaccaria Park into four (4) pickleball courts.

BE IT THEREFORE RESOLVED,

- 1) that the Borough of Woodland Park does hereby authorize the application for such a grant; and,
- 2) recognizes and accepts that the Department may offer a lesser or greater amount and therefore, upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Woodland Park and the New Jersey Department of Community Affairs.

BE IT FURTHER RESOLVED, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

(signature)
 Mayor Tracy Kallert

(type or print name)
 Mayor

(title)

(signature)
 Sandra Olivola

(type or print name)
 Municipal Clerk and Registrar

(title)

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

 Sandra Olivola, Municipal Clerk Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-043**

MOTIONED BY:
SECONDED BY:

**AMEND RESOLUTION R24-293
AWARD OF CONTRACT – GEESE CONTROL
UNITED STATES DEPARTMENT OF AGRICULTURE**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to control the geese population within the Borough; and

WHEREAS, funds are available from the Woodland Park Open Space Trust Fund under line item T-30-56-850-000-801 for this project and the Borough’s Open Space Trust Fund’s Committee recommends use of these funds for this purpose; and

WHEREAS, this service can be procured without public bidding in compliance with N.J.S.A. 40A:11-5(2);

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby amends resolution R24-293 and award of contract to United States Department of Agriculture, 140c Locust Grove Road, Pittstown, NJ 08867 in an amount not to exceed \$11,317.00, for the controlling of the geese population within the Borough for the time period of February 1, 2025 through September 30, 2025; and

BE IT FURTHER RESOLVED, that the Woodland Park Borough Administrator is hereby authorized to execute all documents relative to this matter.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Certified Municipal Finance Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this award of contract

January 22, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-044**

**DISPOSAL OF ASSETS
VARIOUS COMPUTER/PRINTERS/TECHNOLOGY EQUIPMENT**

WHEREAS, the Borough of Woodland Park owns various printers, computers/technology equipment listed in this resolution, which due to its age, in storage for several years and obsolescence, has no value and has been replaced with newer printers, computers/technology equipment;

| MAKE | MODEL | SERIAL | DESCRIPTION |
|---------|------------------------|------------------------|--|
| Unknown | Unknown | None | Old Genetec Park Camera Server; Does not support current operating systems or security software. |
| Lenovo | ThinkCentre Tower | 1S10A7000QUSMJ01WU59 | Old Desktop Computer; Does not support current operating systems. |
| Lenovo | ThinkCentre Mini Tower | 8SS50R26914F1WH98T04Y3 | Old Desktop Computer; No longer works. |
| Acer | D18W6 | DQVS0AA0028480777E3000 | Old AIO Desktop Computer; No longer works. |
| Lenovo | TS440 | 1S70AQ000PUXMJ01LLW2 | Large Multi-Bay Tower; No longer works. |
| Epson | WF-5690 | SD9Y017920 | Inkjet FAX/Copier/Printer |
| Epson | Wf-4830 | X7Y9043299 | Inkjet FAX/Copier/Printer |
| Lenovo | Thinkvision L1900pA | 1S4431HE1V1KVV01 | All In One Computer; No longer works |

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby authorize the Director of IT to dispose of the various printers, computer/technology equipment listed above, in the most cost effective means available as this equipment has been determined to have no value to the Borough.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-045**

**MOTIONED BY:
SECONDED BY:**

**A RESOLUTION TO AMEND RESOLUTION R25-001
2025 COUNCIL MEETING DATES**

WHEREAS, in accordance with the Open Public Meeting Law, P.L. 1975, C. 231, the Municipal Council of the Borough of Woodland Park must set forth in an Annual Notice a schedule of its meetings for the year 2025.

NOW, THEREFORE BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that this Council hereby amend resolution R25-001 and shall meet during the year 2025 in the Council Chambers on the first floor for its Regular Meetings, in the Municipal Building, 5 Brophy Lane, Woodland Park, NJ at 7:00 p.m. in accordance with the following schedule:

2025 Regular Meetings

| | | |
|-----------|--|--|
| January | 8 rd (Re-Org.) & 22 th | |
| February | 5 th & 21 st | |
| March | 5 th & 19 th | |
| April | 2 nd & 16 th | |
| May | 7 th & 21 st | (May 21 st Youth Council Meeting) |
| June | 4 th & 18 th | |
| July | 16 th | |
| August | 13 th | |
| September | 3 rd & 17 th | (September 3 rd at Four Seasons) |
| October | 1 st & 15 th | |
| November | 5 th & 25 th | (Tuesday, November 25 th) |
| December | 3 rd & 17 th | |

2026 Reorganization Meeting

January 7th

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Tiseo | | | | |
| DeCesare | | | | | Torres | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular meeting held on the 22nd of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-046**

MOTIONED BY:
SECONDED BY:

A RESOLUTION TO APPROVE AN AGREEMENT WITH THE BOROUGH OF WOODLAND PARK AND CONTINUE THEIR MEMBERSHIP IN THE NEW JERSEY INTERGOVERNMENTAL INSURANCE FUND

WHEREAS, the Municipal Council of the Borough of Woodland Park (hereinafter the “Local Unit”) has determined that MEMBERSHIP IN THE New Jersey Intergovernmental Insurance Fund (hereinafter the “Fund) established pursuant to Chapter 372, Laws of 1983 (N.J.S.A. 40A:10-36 et seq), is in the best interest of the municipality.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park in the County of Passaic, State of New Jersey as follows:

SECTION 1. The Borough of Woodland Park hereby agrees to continue as a member in the “Fund” for a period commencing on 01/01/2025 and terminating on 12/31/2027 for the following types of insurance coverage:

- a) Workers Compensation and Employers Liability
- b) General Liability (including Police Professional & Public Officials Liability);
- c) Motor Vehicle and Equipment Liability Coverage;
- d) Property Damage (including Building & Contents, Automobile Physical Damage, Contractors Equipment and Boiler & Machinery)
- e) Environmental Impairment Liability
- f) Cyber Liability

SECTION 2. Local Unit agrees to enter into and abide by the terms of the Indemnity and Trust Agreement, attached hereto as Exhibit 1. Local Unit hereby authorizes and directs Borough of Woodland Park to execute the Indemnity and Trust Agreement and such other documents as are necessary to comply with the requirements of the Fund.

SECTION 3. The Bylaws of the New Jersey Intergovernmental Insurance Fund are hereby adopted and accepted by the Local Unit and the Local Unit hereby agrees to conduct its membership in the “Fund” according to the rights and obligations set forth therein.

SECTION 4. The Local Unit certifies that it has never defaulted on claims under a self-insurance plan and that it has not had its insurance canceled for non-payment of premium for a period of at least two (2) years prior to this application.

SECTION 5. Inconsistent Resolutions. All resolutions, or parts thereof that are or may be, inconsistent with provisions of this Resolution are hereby repealed to the extent of such inconsistency.

SECTION 6. Severability. If any section, paragraph, subdivision, clause or provision of this Resolution shall be adjudged invalid, such adjudication shall apply only to the section, paragraph, subdivision, clause or provision so adjudged and the remainder of the Resolution shall be deemed valid and effective.

SECTION 7. Effective Date. This Resolution shall take effect upon its passage.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-047**

MOTIONED BY:
SECONDED BY:

APPOINT AN ALTERNATE FUND COMMISSIONER

BE IT RESOLVED BY THE, Borough of Woodland Park, County of Passaic, State of New Jersey that Samuel Yodice Jr. is hereby appointed as FUND Commissioner to the North Jersey Municipal Employee Benefits Fund (NJMRBF) to represent the Borough of Woodland Park; and

BE IT FURTHER RESOLVED that the Municipal Clerk Sandra Olivola be and is hereby appointed as Alternate FUND Commissioner to the North Jersey Municipal Employee Benefits Fund (NJMRBF) fund effective January 23, 2025.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-048**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION TO RECIND RESOLUTION R25-012
APPOINTMENT OF PUBLIC DEFENDER**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have a desire to appointed a Public Defender for the Woodland Park Municipal Court; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on December 9, 2024 for this position; and

WHEREAS, the Borough of Woodland Park received no proposals in response to that request; and

WHEREAS, on January 8, 2025 the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey appointed Alyssa A. Cimino, Esq. of Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ to the position of Public Defender for the Woodland Park Municipal Court; and

WHEREAS, due to conflicts in her schedule Ms. Ciminio had to resign from the position of Public Defender effective immediately; and

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby rescind resolution R25-012 appointing Alyssa A. Cimino, Esq. of Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ as the Borough of Woodland Park Municipal Courts Public Defender for the time period January 1, 2025 through December 31, 2025.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Tiseo | | | | |
| DeCesare | | | | | Torres | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park, do hereby approve the listed resolution.

January 22, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-049**

MOTIONED BY:
SECONDED BY:

**HIRING OF STAFF FOR THE BEFORE AND AFTER CARE PROGRAM
AND TO ASSIST THE RECREATION DEPARTMENT**

WHEREAS, the Recreation Department of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in need of hiring Before and After Care Program staff for the school year beginning on January 23, 2025 through the conclusion of the school year in June of 2025 as well as to assist the Recreation Department; and

WHEREAS, the Recreation Department wishes to hire the following employee at the following rates per hour unless otherwise noted:

| | | |
|--------------------------|------------------|---------|
| New Hire Memorial School | Alexander Limone | \$15.49 |
|--------------------------|------------------|---------|

NOW, THEREFORE, BE IT RESOLVED, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby authorizes the Recreation Department to hire the above individual as staff for the 2024-2025 Before and After Care beginning on January 23, 2025 to the end of the school year in June 2025, as well as to assist the Recreation Department.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-050**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION APPOINTING AN ALTERNATE RECORDS CUSTODIAN
FOR THE WOODLAND PARK POLICE DEPARTMENT**

BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, as follows:

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act names the Municipal Clerk as the Records Custodian of the Municipality; and

WHEREAS, N.J.S.A. 47:1A-1.1 of the Open Public Records Act does not preclude the Municipality from developing reasonable and practical measures for responding to OPRA requests which may include the designation of deputy custodians for particular types of records.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey that the following Alternate Records Custodian appointment is made effective the date of adoption of this resolution:

Police Records

Custodian: Lt. Robert Lepore, Records Clerk

BE IT FURTHER RESOLVED that in the event the above-named custodian should no longer be employed by the Borough of Woodland Park or in his/her particular department, that the person hired or designated to take over the specific department will be deemed the records custodian until such time this resolution may be amended; and

BE IT FURTHER RESOLVED that the above listed Records Custodian shall appear on the official Borough Website along with his/her individual department records request form.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-051**

MOTIONED BY:
SECONDED BY:

**EMERGENCY TEMPORARY RESOLUTION
PRIOR TO ADOPTION OF THE BUDGET
N.J.S. 40A:4-20**

WHEREAS, an emergent condition has arisen with respect to unexpected expenses and no adequate provision was made in the 2025 temporary budget for the aforesaid purpose, and N.J.S. 40A:4-20 provides for the creation of an emergency temporary appropriation for the purpose above mentioned; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2025 pursuant to the provisions of N.J.S. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total 7,881,829.00 grand total of Current Fund budget appropriations; and

WHEREAS, the total emergency temporary resolutions adopted in the year 2025 pursuant to the provisions of N.J.S. 40A:4-20 (Chapter 96, P.L. 1951 as amended) including this resolution total \$883,700.00 grand total of Water Utility budget appropriations;

NOW, THEREFORE, BE IT RESOLVED, (not less than two-thirds of all the members therefore affirmatively concurring) that in accordance with N.J.S. 40A:4-20, the following temporary emergency appropriation is hereby made:

| EMERGENCY TEMPORARY RESOLUTION 1/21/2025 | | |
|--|-----------------------------------|----------------------------|
| BUDGET ACCOUNT | BUDGET ACCOUNT | AMOUNT |
| CURRENT FUND | | |
| 5-01-23-210-210-020 | General Liability | 50,000.00 |
| 5-01-23-220-220-022 | GROUP INSURANCE - OE | 33,000.00 |
| | | |
| | | |
| | | |
| | | |
| | RESOLUTION INCREASE | 83,000.00 |
| | | |
| | CURRENT BUDGET STATUS | <u>7,798,829.00</u> |
| | | |
| | NEW TEMPORARY BUDGET TOTAL | 7,881,829.00 |

BE IT FURTHER RESOLVED that two certified copies of this resolution be filed with the Director of Local Government Services.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-052**

MOTIONED BY:
SECONDED BY:

APPROVAL OF CONSENT AGENDA

BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park that the actions noted in the Consent Agenda, items A. and M., be and are hereby approved and the proper officers are directed to take necessary action on same.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-053**

**MOTIONED BY:
SECONDED BY:**

ADOPTION OF ORDINANCE 25-01

AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-18 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2025

WHEREAS, the Borough of Woodland Park, County of Passaic, State of New Jersey, desires to adopt an ordinance entitled **AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-18 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2025**; and

WHEREAS, notice of introduction and passage on first reading was published in the Herald News dated January 14, 2025 setting the date of January 22, 2025 or soon thereafter for the public hearing and consideration for final passage; and

WHEREAS, copies of the ordinance were posted on the Borough’s official bulletin board and copies made available to all those desiring same; and

WHEREAS, in compliance with State Statute, a public hearing on the above referenced ordinance was conducted on January 22, 2025 at the regularly scheduled meeting of the Mayor and Council;

NOW, THEREFORE BE IT RESOLVED, that ordinance **AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-18 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2025** be and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
COUNTY OF PASSAIC, STATE OF NEW JERSEY**

ORDINANCE NO. 25-01

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-18 AND LISTS IN ITS ENTIRETY
FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER
EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR
THE YEAR 2025**

BE IT ORDAINED, by the Municipal Council of the Borough of Woodland Park as follows:

1. That the annual salaries of certain officials and employees of the Borough of Woodland Park for the year 2025 shall be as follows:

| | |
|---|-----------------------------|
| Mayor | \$ 11,787.00 |
| Councilmember | \$ 8,155.00 |
| Business Administrator | \$ 153,979.20 |
| Borough Clerk; Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer OEM; Deputy Registrar; Public Agency Compliance Officer; QPA | \$ 127,618.98 |
| Deputy Municipal Clerk; Board of Health Secretary/Registrar | \$ 52,840.69 |
| Secretary to the Mayor & Business Administrator, Alternate Registrar | \$ 40,000.00 - \$ 60,000 |
| Director of IT | \$ 116,524.80 |
| Audio/Visual Broadcasting of Meetings (per hour) | \$ 75.00 |
| Certified Tax Collector/Collector of Water Consumer Accounts | \$ 69,763.09 |
| Chief Finance Officer/Treasurer | \$ 162,489.70 |
| Tax Assessor | \$ 28,783.21 |
| Assistant Tax Assessor (Per Hour) | \$ 37.00- \$41.00 |
| Plumbing Subcode Official | \$ 18,430.88 |
| Electrical Subcode Official | \$ 14,664.37 |
| Electrical Inspector (per hour) | \$ 35.00 - \$42.00 |
| Code Enforcement Officer | \$ 47,298.82 |
| Planning & Zoning Secretarial per Board \$2,815.40 | \$ 5,630.80 |
| Planning Bd/ Bd of Adj Sect-Special Mtgs funded through escrow (Per Hour) | \$ 20.00 - \$34.00 |
| UCC Plan Review Stipend (outside WP) (Per Hour) | \$ 20.00 - \$33.00 |
| Police Chief | \$ 209,531.18 |
| Deputy Police Chief | \$ 185,692.00 |
| OEM Coordinator | \$ 10,400.00 |
| Police Chaplain | \$ 2,800.00 |
| Police Radio Dispatcher (per diem as needed) | \$ 15.49 - \$26.00 |
| School Traffic Guards (Per Hour) | \$ 21.66 |
| Special Police/Police Matron/Constables (Per Hour) | \$ 19.00 - \$31.00 |
| Court Officer (Per Hour) | \$ 20.65 |
| Fire Official | \$ 57,324.27 |
| Fire Protection Subcode Official | \$ 6,940.21 |
| Uniform & Safety: Fire Prevention Specialist 1 (Per Hour) | \$ 29.71 |
| Uniform & Safety: Fire Prevention Specialist 2 (Per Hour) | \$ 20.81 |
| Public Works Superintendent; Water Distribution Operator; Licensed Waste Water Collection System Operator; Fire Signal System Superintendent; Storm Water Coordinator | \$ 132,260.34 |
| Assistant Supervisor to Public Works | \$ 7,500.00 |
| CRS Coordinator | \$ 1,500.00 |
| Assistant to the CRS Coordinator (2 positions) | \$ 650.00 |

| | |
|--|----------------------------|
| Laborers Grade B (Per Hour) | \$ 15.49 - \$17.28 |
| Laborers Grade A (Per Hour) | \$ 17.29 - \$19.00 |
| Emergency Truck Driver (Per Hour) | \$ 17.29 - \$25.00 |
| Recycling Program Aide (Full Time) | \$ 48,579.56 |
| Recycling Staff (Per Hour) | \$ 15.49 - \$20.40 |
| Senior Coordinator | \$ 5,875.90 |
| Facilities Scheduler | \$ 1,082.00 |
| Recycling Coordinator | \$ 3,183.62 |
| Custodial Services (Part Time - Per Hour) | \$ 18.34 - \$20.00 |
| Confidential Assistant (Assigned to the DPW) (Part Time - Hourly) | \$ 15.49 - \$24.00 |
| Municipal Court Judge | \$ 33,190.27 |
| Municipal Court Administrator | \$ 79,070.40 |
| Court Clerk (Per Hour) | \$ 21.66 |
| Secretarial/Clerical/Administrative Help (Per Hour) | \$ 15.53 - \$21.02 |
| Filing Help (Per Hour) | \$ 15.49 - \$15.50 |
| Director of Recreation; Open Space Coordinator; Before & After Care Supervisor | \$ 85,000.00 - \$95,000.00 |
| Recreation Clerk (Part Time - Per Hour) | \$ 24.62 |
| Supervisor Custodial Services (Schools – Per Weekend) | \$ 119.05 |
| Custodial Services (Schools - Per Hour) | \$ 34.77 |
| Municipal Alliance Coordinator | \$ 3,575.73 |
| Camp Director | \$ 7,500.00 |
| Camp Counselors (Per Hour) | \$ 12.00 - \$14.00 |
| Camp Counselor – Head (Per Hour) | \$ 14.01 - \$15.00 |
| Camp Counselor - Teacher (Per Hour) | \$ 16.00 |
| Assistant Camp Director (2 Positions) | \$ 4,500.00 |
| Park Ranger (Per Hour) | \$ 15.49 - \$24.00 |
| Spray Park Attendant | \$ 12.00 - \$15.00 |
| Before & After School Care Counselors | \$ 15.49 - \$25.50 |
| Before & After Asst. Coordinator | \$ 3,000.00 |
| Before & After School Care Supervisors | \$ 25.51 - \$30.00 |
| Municipal Housing Liaison | \$ 6,000.00 |

- Said salaries shall be effective January 1, 2025 unless otherwise specified above and shall be paid in equal monthly installments with the exception of all full-time employees whose salaries shall be paid in equal semi-monthly installments and those positions designated as Retainers shall be paid on an hourly basis with the exception of Library personnel.
- In addition to the salaries hereinabove set forth, union represented employees shall be entitled to longevity pay in accordance with the agreed upon terms and conditions documented in the respective union contracts. Longevity pay for full time non-union permanent employees, who have documented agreements with the Borough, shall be paid in accordance with those agreements. For all other full-time permanent employees working in the listed titles in this ordinance that were hired prior to January 1, 1996 shall be entitled to longevity pay based upon years of consecutive and cumulative service to the municipality. Longevity pay is not reflected in the salaries stated above.

All periods of service shall be computed from January 1st of the year of full-time permanent appointment unless the date of said appointment took place on or after July 1st, in which case said period of service shall be computed from January 1st of the year following said appointment. If an employee leaves the employment of the Borough of Woodland Park in the year the longevity is due, he/she is entitled to longevity pro-rated on the basis of 1/12 for each month of service completed. Leaves of absence, unless caused by illness or service-connected disability, will disqualify an employee from receiving any longevity as he shall not have had consecutive and cumulative service.

- Overtime pay will be paid to such full-time officers and employees as authorized by the Mayor, or Administrator at the respective officer or employee's straight time rate of pay per hour, unless otherwise provided by law with the exception of Police, Road and Sewer personnel covered by a duly authorized labor contract, who shall be paid 150% of the hourly rate per hour in excess of the work day or week.

5. The Municipal Clerk and Deputy Municipal Clerk shall receive compensation as fixed annually by the Borough Council. In addition, when the Municipal Clerk and Deputy Municipal Clerk is required to be present at an election or election-related matter during a time when other municipal employees are off, such as late-night registration, primary election day and general elections day, he or she will receive additional pay for such time spent at a rate of pay calculated at time and half (1.5) of the then-year-current hourly rate.
6. All present employees who have completed a minimum of ten (10) years of continued service with the Borough, covered by labor agreements and present permanent full-time employees, upon retirement, as defined pursuant to the respective Retirement System, shall be compensated for unused and accumulated sick leave as follows:
 - a. The employee shall receive a lump sum cash payment of his/her then current rate of pay on a one-for-two basis up to a maximum amount of Ten Thousand (\$10,000) for unused and accumulated sick leave.
 - b. Employees hired before May 21, 2010 are eligible to receive terminal leave for the balance thereafter of unused, accumulated sick leave, if any, on the basis of one day for every two days of sick time.
 - c. An employee must advise the employer of his/her retirement prior to April 1 of the year in which he/she will retire. Payment will then be provided upon his/her retirement date or in April, whichever is later. In the event notice is rendered after April 1, the employee shall be compensated in the first pay period following January. An employee may elect to receive his/her payment in the following calendar year even if notice of retirement is rendered to the Employer prior to April 1, of the year in which the employee retires, provided that such option is exercised in writing at the same time the employee provided his/her notice.
7. All present employees covered by labor agreements hired prior to January 1, 1995 and present permanent full-time employees not covered by labor agreements hired prior to January 1, 1995 who have completed a minimum of twenty-five (25) years of continued service or have worked for the municipality fifteen (15) years and have reached the age of 62, shall be entitled to health insurance benefits upon retirement in accordance with N.J.S.A. 40A:10-23.
8. This ordinance shall take effect after final passage and publication as required by law and all ordinances and resolutions inconsistent with the provisions of this ordinance are hereby repealed.

Attest:

Approve:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Mayor

Introduced: January 8, 2025

Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-054**

MOTIONED BY:
SECONDED BY:

ADOPTION OF ORDINANCE 25-02

**A RESOLUTION TO ADOPT ORDINANCE 25-02
AN ORDINANCE WHICH AMENDS ORDINANCE 24-13 CONSTRUCTION FEES**

WHEREAS, the Borough of Woodland Park, County of Passaic, State of New Jersey, desires to adopt an ordinance entitled **AN ORDINANCE WHICH AMENDS ORDINANCE 24-13 CONSTRUCTION FEES**; and

WHEREAS, notice of introduction and passage on first reading was published in the Herald News dated January 14, 2025 setting the date of January 22, 2025 or soon thereafter for the public hearing and consideration for final passage; and

WHEREAS, copies of the ordinance were posted on the Borough’s official bulletin board and copies made available to all those desiring same; and

WHEREAS, in compliance with State Statute, a public hearing on the above referenced ordinance was conducted on January 22, 2025 at the regularly scheduled meeting of the Mayor and Council;

NOW, THEREFORE BE IT RESOLVED, that ordinance **AN ORDINANCE WHICH AMENDS ORDINANCE 24-13 CONSTRUCTION FEES** be and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

Record of Mayor and Council Vote on Passage

| | AYE | NAY | Abstain | Absent | | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Chaabane | | | | | Torres | | | | |
| DeCesare | | | | | Tiseo | | | | |
| Gatti | | | | | Mayor Kallert | | | | |
| Sica | | | | | | | | | |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of January, 2025. Signed and sealed before me.

January 22, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
ORDINANCE 25-02**

**AN ORDINANCE AMENDING THE BOROUGH OF WOODLAND PARK'S CONSTRUCTION
PERMIT FEES (AS PREVIOUSLY CODIFIED IN ORDINANCE NO. 24-13)**

WHEREAS, the Mayor and Council (the "Governing Body") of the Borough of Woodland Park is authorized, consistent with its police power, to make, amend, repeal and enforce ordinances to regulate building, housing and construction permits, licenses and fees ("Construction Permit Fees"), and to enforce the Building and Fire Codes within the Borough, in order to serve the health, safety and general welfare of the public; and

WHEREAS, it is deemed necessary, reasonable and appropriate by the Governing Body to amend the Borough's Construction Permit Fees in accordance with the Uniform Construction Code Act, N.J.S.A. 52:27D-119 *et seq.* and the Uniform Construction Code, N.J.A.C. 5:23-1.1 *et seq.*, in order to reasonably cover and/or permit reimbursement to the Borough of annual municipal costs related to enforcement of the Building and Fire Codes and operation of the Engineering Department and Fire Department which administer those regulations;

NOW, THEREFORE, BE IT ORDAINED, by the Governing Body of the Borough of Woodland Park that Ordinance No. 04-12 which has, from time to time, previously been amended, shall be and hereby is further amended as follows, effective August 14, 2024:

Building Sub-Code Fees:

- (a) New building - \$.45 per cubic foot of building volume; minimum of \$90.00.
- (b) Addition - \$.50 per cubic foot of volume; minimum of \$90.00
- (c) Renovations, alterations, repairs - \$30.00 per thousand dollars (\$1,000.00) of estimated cost; minimum of \$90.00.
- (d) Pre-manufactured structure - \$30.00 per \$1,000.00 of estimated cost; \$90.00 minimum.
- (e) Demolition - Principal building residential R-5 - \$200.00, All other use groups - \$20.00 per \$1,000.00 of estimated cost; \$200.00 minimum.
- (f) Accessory structure - Residential - 200 sq. ft and over \$15.00 per 1,000 of estimated value (\$90.00); Commercial - 200 sq. ft. and over \$30.00 per 1,000 of estimated value (minimum \$200.00).
- (g) Underground storage tanks; abandonment or removal; residential or commercial - \$85.00 per tank
- (h) Fences - Residential - \$90.00 minimum or \$10.00 per 1,000 of estimated cost; Commercial - \$100.00 minimum of \$15.00 per \$1,000.00 of estimated cost
- (i) Sign installation - \$3.00 per sq. ft. of surface area; \$90.00 minimum
- (j) Swimming pools:
Inground - \$250.00 minimum or \$25.00 per 1,000.00 of estimated costs; Engineering review for inground pools - \$450.00 minimum.

In the event that the pool is not approved and the application must be resubmitted, the applicant shall be billed at the Municipal Engineer's *hourly* rate. Escrow shall be posted in the amount of \$500.00 for inspections.

Above ground - \$90.00 (minimum)

(k) Certificate of Occupancy:

1. Letter - \$25.00
2. Commercial/Industrial building - \$.04 per square foot; \$100.00 minimum
3. Single Family Dwelling - \$100.00 per unit; Two-Family Dwelling - \$100.00 per unit; Multi-Family Dwelling - \$100.00 per unit
4. New Construction; Residential - \$75.00
Addition R-5 - \$75.00
Addition R-2- \$75.00 per unit
All other use groups - \$.04 per sq. ft.; \$85.00 minimum

(l) Retaining walls - Residential (not included with a site development application)

1. Walls 4' in height and over, up to 550 sq. ft. \$150.00
2. Walls 551 sq. ft. and over \$300.00
3. Engineering review for walls 4' in height and over \$450.00. In the event that the plan is not approved and must be resubmitted, the applicant will be charged at the Municipal Engineer's hourly rate.
4. All other use groups \$15.00 per 1,000 of estimated cost; \$100.00 minimum
5. Escrow shall be posted in the amount of \$500.00 for inspections

Zoning Permit Fees:

- (a) Driveways - new or repave –
Residential - \$75.00; Commercial - \$150.00
- (b) Sidewalks - Residential - \$75.00; Commercial - \$100.00
- (c) Accessory Structures - under 200' sq. ft. Sheds, pergolas, gazebos:
Residential - \$75.00; Commercial - \$150.00
- (d) Fences - non UCC, new and replacements:
Residential - \$75.00; Commercial - \$150.00
- (e) Retaining walls - under 4':
Residential - \$75.00; Commercial - \$150.00
- (f) Garage Sales - \$10.00
- (g) Temporary Signs - \$50.00 (30-day approval)
- (h) Certificate of Resale or Rental:
Residential - Single Family - 100.00; Two or More Family - \$100.00 per unit
Commercial/Industrial - \$.04 sq. ft.

Fire Sub-Code Fees:

- (a) Fireplace, woodburning stove, gas/oil fired appliance - \$90.00 minimum
- (b) Commercial extinguishing system and pre-engineered suppression system (not connected to plumbing system) - \$90.00 on Halon Recovery System - \$250.00
- (c) Fire suppression system(s):
1. Fire service connection fee: Up to 4" line - \$250.00 Over 4" line - \$350.00
 2. Fire pumps - \$250.00; GAM type - \$500.00
 3. Sprinklers - number of heads
 - a. 1 to 20 \$100.00
 - b. 21 to 50 \$150.00
 - c. 51 to 200 \$500.00
 - d. 201 to 400 \$750.00
 - e. 401 to 1,000 \$1,000.00
 - f. Over 1,000 \$1,250.00
 - g. Each 25 over 1,000 \$25.00
 4. Standpipe - \$250.00 per riser

5. Fuel tank installation - Residential: \$90.00 per tank; Commercial:
 1 to 1,000 gallons - \$150.00 per tank Over 1,000 gallons - \$250.00
6. Residential heating equipment (not connected to plumbing system) - \$50.00 per appliance; \$50.00 minimum
7. Residential/Commercial Fire Alarm System - \$90.00 per detector up to 20 detectors plus \$3.00 per additional detector over 20
8. Residential/Commercial exit/emergency lighting - \$90.00 for up to 12 lights plus \$5.00 for each additional light over 12
9. Dry Pipe Alarm Valves - \$250.00 (each)
10. Pre-Action Valves - \$250.00 (each)
11. Residential Heating Equipment (not connected to the plumbing system) \$90.00 per appliance (\$90.00 minimum)
12. Fireplace venting/chimney liners - \$90.00
13. Fee for an incinerator shall be - \$1,200.00
14. Fee for a crematorium shall be - \$1,200.00
15. Other devices shall be - \$200.00
16. Smoke Control Systems - \$200.00
17. Kitchen Hood System - \$250.00

Plumbing Sub-Code Fees:

- (a) Minimum Permit Fee - \$90.00
- (b) Water closet - \$25.00
- (c) Urinal/Bidet - \$25.00
- (d) Bath tub - \$25.00
- (e) lavatory sink - \$25.00
- (f) Shower stall - \$25.00
- (g) Floor drain/floor sink - \$25.00
- (h) Dishwasher - Residential: \$25.00; Commercial - \$100.00
- (i) Drinking fountain - \$25.00
- (j) Washing machine - \$25.00
- (k) Water service connection - \$100.00
- (l) Sanitary sewer connection - \$100.00
- (m) Storm drain - \$100.00
- (n) Sewer ejector pumps - Residential - \$75.00; Commercial - \$150.00
- (o) Hose Bibb - \$25.00
- (p) Condensate line/Clearwater waste - \$25.00
- (q) Dryer - \$25.00
- (r) Future DWV stacks and/or each future fixture - \$25.00
- (s) Gas fuel piping - \$35.00 (minimum); \$20.00 per each appliance
- (t) Water heater - Residential - \$75.00; Commercial - \$150.00
- (u) Hot water boiler - Residential - \$75.00 Commercial - \$150.00
- (v) Steam boiler - Residential - \$75.00; Commercial - \$150.00
- (w) Interceptor/separator - \$200.00
- (x) Grease trap - \$150.00; Grease trap external - \$250.00
- (y) Water cooled A/C or refrigeration unit - \$100.00
- (z) •Back flow preventer - \$75.00
 1½" or larger with test ports - \$150.00
 [•Back flow preventers with test ports shall be tested annually]

- (AA) Sump Pump - \$75.00
- (BB) Poof heaters - \$75.00
- (CC) For cross-connections and backflow preventers subject to annual inspections and testing fee - \$100.00 per device
- (DD) Roof drains - \$25.00 each
- (EE) Septic System pumps - \$150.00

Elevator Sub-Code Fees:

Elevator sub-code fees shall be the same as set forth in N.J.A.C. 5:23-12.6.

Fees for Permits and Other Certificates:

1. For cross connections and backflow preventers that are subject to testing, requiring re-inspection every 3 months the fee shall be \$25.00 for each device 2" or less and \$40.00 for each device over 2".
2. The fee for an application for a variation in accordance with N.J.A.C. 5:23-2.10 shall be - \$30.00
3. The fee for an annual permit shall be as follows:
One to 25 workers, including foreman, \$667.00 per worker; each additional worker over 25, \$232.00 per each additional worker over 25.

Electric Fees:

(a) Electrical Fixtures and Devices:

From 1 to 25 receptacles, fixtures or switches - \$90.00 (minimum), and
Increments of 25 additional items - \$35.00, includes micro-inverters and rapid shutdown.

For purposes of computing this fee, the term "receptacles", "fixtures" or "switches" shall include:

| | | |
|-----------------------|-----------------|-------------------|
| lighting outlets | smoke detectors | heat conductors |
| fluorescent fixtures | pool bonding | intercom devices |
| burglar alarm devices | thermostats | telephone outlets |
| CRT outlets | light standards | telephone outlets |

(b) Motors:

Greater than 1 HP or less than or equal to 10 HP - \$50.00
Greater than 10 HP or less than or equal to 50 HP - \$100.00

Greater than 50 HP or less than or equal to 100 HP - \$200.00

Greater than 100 HP - \$650.00

(c) Electrical Devices: Includes transformers and generators - Greater than 1 KW or less than or equal to 10 KW - \$75.00

Greater than 10 KW or less than or equal to 45 KW - \$125.00

Greater than 45 KW or less than or equal to 112.5 KW - \$250.00

Greater than 112.5 KW - \$1,000.00

(d) Service Equipment: Includes service panel, service entry and sub panels: Greater than 0 AMP less than or equal to 100 AMP - \$100.00

Greater than 100 AMP less than or equal to 200 AMP - \$150.00

Greater than 200 AMP less than or equal to 500 AMP - \$250.00

Greater than 500 AMP less than or equal to 1000 AMP - \$500.00

Greater than 1000 AMP - \$1,000.00
Each additional meter socket - \$150.00

- (e) HID Fixtures - 10 or less \$90.00; each additional fixture - \$30.00 Pool (above ground) - \$90.00
Pool (inground) - \$250.00
Annual Pool Bonding Certificate - \$150.00
- (f) Solar Panels - Residential: \$75.00 per 5KW; Commercial: \$100.00 per 5KW; minimum fee: \$90.00

Lead Hazard Sub-Code fees:

The Lead Hazard sub-code fee shall be in accordance with N.J.A.C. 5:23-4.20.

DCA lead fee \$20.00

Asbestos Sub-Code fees:

The Asbestos sub-code fee shall be in accordance with N.J.A.C. 5:23-81 and N.J.A.C. 5:23-8.9.

Any applicant who has obtained requisite final site plan approval from the appropriate local agency prior to the effective date of this ordinance (December 31, 2004), and who may or will become obligated to pay the fees set forth in this Ordinance, shall be entitled to make pre-payment of the land use fees set forth in this ordinance in the amounts in effect prior to the effective date of this Ordinance. Any pre-payment of fees as permitted by this Ordinance shall, however, be conditioned upon the applicant's full waiver of a refund of any fees paid, even in the event the applicant does not ultimately incur some or all of the construction permits and / or licenses applied and paid for.

Those fees set forth in Ordinance No. 95-6 and Ordinance No. 04-12 with respect to which no amendment or deletion is specified herein or elsewhere, shall remain in full force and effect and not be affected by this Ordinance amending the Borough's Construction Permit Fees.

Attest:

Approved:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Mayor

Introduced: July 24, 2024

Adopted: August 14, 2024

Amendment Introduced: January 8, 2025

Amendment Adopted: