

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR THE 2025 RE-ORGANIZATION MEETING
JANUARY 8, 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 3, 2024 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. **Roll Call**
4. **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:**
5. **Selection of Council President by the Council**
6. **Recognition of the 2025 Officers of the West Paterson First Aid Squad**
7. **Recognition of the 2025 Officers of the West Paterson Fire Department**
8. **Council Comments**
9. **Mayor's Comments**
10. **Professional, Board and Commission Appointments**
11. **Mayor's Assignment of Committees**
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 R25-001, a resolution establishing the regular meeting schedule of the Mayor and Council for calendar year 2025 and the declaration of the official newspapers.**
- B. **Resolution R25-002, a resolution re-establishing TD Bank, Capital One Bank and NJ Cash Management Fund serve as the cash management plan for depositing and investing the Borough's funds.**
- C. **Resolution R25-003, a resolution re-establishing Capital One, Woodland Park Office, as the depository for the Current Accounts.**

- D. Resolution R25-004, a resolution re-establishing the Borough's Temporary Budget for 2025, in an amount of \$7,798,829 and establishing the Water Utility's Temporary Budget for 2024, in an amount of \$883,700.**
- E. Resolution R25-005, a resolution re-establishing Capital One, Woodland Park Office, as the depository of the Bail Accounts/Magistrate's Court Account.**
- F. Resolution R25-006, a resolution re-establishing TD North, Wayne Office, as the depositories of the Open Space Trust Fund Account.**
- G. Resolution R25-007, a resolution re-establishing that all purchase orders, which are to be presented for payment at a regular meeting of this Board during the year 2025, shall be presented within thirty days of the delivery of merchandise or service to the Municipal Clerk on or before 4:00 PM on Thursday preceding the regular meeting of the month at which they are to be passed upon.**
- H. Resolution R25-008, a resolution re-establishing the annual petty cash funds for the following: Alfred H. Baumann Free Public Library in the amount of \$150.00, Linda Hoffman, Custodian; Administration Petty Cash in the amount of \$200.00, Municipal Clerk Sandra Olivola, Custodian and the Woodland Park Police Department in the amount of \$100.00, Acting Chief Luigi DeLuca, Custodian.**
- I. Resolution R25-009, a resolution re-establishing change funds in the following Departments: Construction Code Office in the amount of \$100.00 and Municipal Court in the amount of \$150.00.**
- J. Resolution R25-010, a resolution re-establishing change funds in the following Departments: Administration Office in the amount of \$100.00 and Recycling Department in the amount of \$100.00.**
- K. Resolution R25-011, a resolution to reappoint Domenick Stampone, Esq., as Municipal Prosecutor for calendar year 2025 in an amount not to exceed \$18,000.00.**
- L. Resolution R25-012, a resolution appointing Alyssa A. Cimino, Esq. of Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ 07004 as the Borough's Public Defender for the calendar year 2025 in an amount not to exceed 18,000.00.**
- M. Resolution R25-013, a resolution to reappoint Albert C. Buglione, Esq., of Buglione, Hutton & DeYoe, LLC, 401 Hamburg Turnpike, Wayne, NJ 07470 as the Municipal Attorney for calendar year 2025 in an amount not to exceed \$80,000.00.**
- N. Resolution R25-014, a resolution appointing Boswell Engineering, 330 Phillips Avenue, Hackensack, New Jersey 07606 as the Municipal Engineer for calendar year 2025 in an amount not to exceed \$50,000.00.**
- O. Resolution R25-015, a resolution appointing Steven Wielkocz of the firm Wielkocz & Company, LLC, 401 Wanaque Avenue, Pompton Lakes, NJ 07442 as the Municipal Auditor for calendar year 2025 in an amount not to exceed \$75,000.00.**
- P. Resolution R25-016, a resolution appointing Steven J. Rogut of the firm Rogut McCarthy LLC, 37 Alden Street, Cranford, New Jersey, as Bond Counsel to perform various bond counsel services, on an as needed basis, to the Borough for the period January 1, 2025 through December 31, 2025 in an amount not to exceed \$30,000.00.**
- Q. Resolution R25-017, a resolution appointing Sandra Olivola, Borough Clerk, as the Public Agency Compliance Officer for calendar year 2025.**
- R. Resolution R25-018, a resolution appointing the firm of PIA Security Programs, Inc., Carlstadt, NJ as the Health Care Risk Manager to the Borough for the calendar year of 2025 at a cost not to exceed \$12,000.**

- S. Resolution R25-019, a resolution appointing the firm of Millennium Strategies, 60 Columbia Road, Morristown, New Jersey to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$43,200.00 for the calendar year of 2025.
- T. Resolution R25-020, a resolution appointing Mark Bednarz of the accounting firm Donohue, Girona and Doria, Certified Public Accountants, 310 Broadway, Bayonne, New Jersey to provide financial services as necessary, in amount not to exceed \$20,000.00 for the calendar year of 2025.
- U. Resolution R25-021, a resolution appointing Fred Semrau, Esq. of the firm Dorsey & Semrau, 714 Main Street, Boonton, NJ 07005 as Special Tax Counsel whose services may be called upon to provide such services as the need may arise during calendar year 2025 in an amount not to exceed \$52,000.00.
- V. Resolution R25-022, a resolution appointing Darleen Green, PP, AICP of Colliers Engineering and Design, 53 Frontage Road, Suite 110, Hampton, NJ 08827 as the Woodland Park Municipal Planner for the calendar year 2025 in an amount not to exceed \$25,000.00 for Municipal Planning and in an amount not to exceed \$30,000.00 for Affordable Housing related services.
- W. Resolution R25-023, a resolution to reappoint Angelo Lobosco as the Borough's Property and Casualty Risk Manager for the time period January 1, 2025 through December 31, 2025.
- X. Resolution R25-024, a resolution appointing Arthur R. Thibault, Jr., Esq of the firm Apruzzese, McDermot, Mastro & Murphy as Labor Counsel to address personnel matters for the calendar year 2025 in an amount not to exceed \$17,500.00.
- Y. Resolution R25-025, a resolution appointing the firm of Albert C. Buglione, Esq, of Buglione, Hutton & DeYoe, LLC, 401 Hamburg Turnpike, Wayne, NJ 07470 as Special Legal Counsel on Affordable Housing litigation for the calendar year 2025 in an amount not to exceed \$20,000.00.
- Z. Resolution R25-026, a resolution based on the Evaluation Committee to appoint a pool of Engineering firms qualified for Special Projects Engineers whose services may be called upon to provide such services as the need may arise during the calendar year 2025.
- AA. Resolution R25-027, a resolution to appoint the firm of DeBlock Environmental Services, LLC, P.O. Box 675, Woodland Park, NJ 07424, for back up licensed Sewer Operator for the period of January 1, 2025 through December 31, 2025 in an amount not to exceed \$21,000.00.
- BB. Resolution R25-028, a resolution to appoint the firm of DeBlock Environmental Services, LLC, P.O. Box 675, Woodland Park, NJ 07424, for back up licensed Water Operator for the period of January 1, 2025 through December 31, 2025 in an amount not to exceed \$30,000.00.
- CC. Resolution R25-029, a resolution that the Mayor and Council have complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.
- DD. Resolution R25-030, a resolution to appoint Tracey Waldman of Intervention Strategies for employee assistance services in an amount not to exceed \$7,500 for the time period January 1, 2025 through December 31, 2025.
- EE. Resolution R25-031, a resolution to approve Acting Deputy Chief Michael Brady's Memorandum of Understanding.
- FF. Resolution R25-032, a resolution to authorize the sale of the surplus property as indicated on the resolution on the online auction website entitled Municibid.com.

- GG. Resolution R25-033, a resolution to authorized to enter into the Professional Services Agreement with Action Data Services for an amount not to exceed \$33,188.05.
- HH. Resolution R25-034, a resolution to approve the negotiated amendments documented in the referenced Memorandum of Agreement between the Borough of Woodland Park and the Woodland Park PBA Local #173 for the time period, January 1, 2025 through December 31, 2029.
- II. Resolution R25-035, a resolution to authorize the treasurer to make the HSA disbursements and deposit the above said calculated amount directly into the Health Savings Accounts of the respective employees who elected to participate in the HDHP 3000 Plan Design for Plan Year 2025.
- JJ. Resolution R25-036 a resolution to approve the actions noted in the Consent Agenda, items A. through JJ., 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 01/15/2025 regular and miscellaneous payroll estimated at \$460,000.00.

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

- **ROLL CALL**

Payment of bills from voucher list of 1/08/2025 totaling \$575,187.80.

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

- **ROLL CALL:**

14. Department Reports:

1. Millennium Strategies Monthly Activity Report -Year End dated December 20, 2024.
2. Alfred H. Baumann Free Library Meeting Minutes for September, October and November 2024.
3. Municipal Court Report for the Month of December 2024
4. Summary Budget Status Report of January 3, 2025.

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

- **ALL IN FAVOR:**

15. Old Business:

16. New Business:

A. Introduction of Borough Ordinance 25-01

- B. Resolution R25-037, a resolution to introduce Ordinance 25-01, AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 23-22 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 2024.

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 25-01, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

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

- **ROLL CALL:**

A. Introduction of Borough Ordinance 25-02

- B. Resolution R25-038, a resolution to introduce 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, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

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

- **ROLL CALL:**

17. Adjournment:

Sandra Olivola, RMC
Municipal Clerk

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-001**

MOTIONED BY:
SECONDED BY:

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 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 & 19 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 & 25 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	(November 25 th Tuesday)
December	3 rd & 17 th	

2026 Reorganization Meeting

January	7 th
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BE IT FURTHER RESOLVED, that a copy of this Annual Notice be filed in the office of the Municipal Clerk, be posted on the bulletin board in the Municipal Building, be transmitted to The Herald News and The Record of Woodland Park and legally advertised as required by law.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-002**

MOTIONED BY:

SECONDED BY:

CASH MANAGEMENT PLAN

WHEREAS, by the Council of the Borough of Woodland Park, County of Passaic, State of New Jersey that for the year 2025, the following shall serve as the cash management plan:

The Chief Financial Officer is directed to use this cash management plan as the guide in depositing and investing the Borough of Woodland Park's funds. The following Government Unit Deposit Protection Act (GUDPA) approved banks are authorized depositories for deposit of funds:

TD Bank
Capital One Bank
NJ Cash Management Fund

WHEREAS, all warrants or checks for the disbursement of money shall be made by any three (3) of the following officials and facsimile signatures may be used:

CHIEF FINANCIAL OFFICER
MAYOR
BUSINESS ADMINISTRATOR

WHEREAS, The Borough Administrator, Chief Financial Officer and/or Assistant Financial Officer are empowered to invest cash funds as bank balances will allow from time to time in order to realize a revenue. The above stated officers are authorized to transfer funds electronically for the purpose of investments and payroll only.

WHEREAS, the following are authorized as suitable investments:

- Interest-bearing bank accounts in banks as authorized above for deposit of local unit funds (GUDPA approved).
- Certificates of deposit in GUDPA approved banking institutions.
- Bonds or other obligations of the United States of America or obligations guaranteed by the United States of America. This includes instruments such as Treasury Bills, Notes and Bonds.
- Government money market mutual funds that comply with N.J.S.A. 40A:5-15.1(e).
- Any federal agency or instrumentality obligation authorized by Congress that matures within 397 days from the date of purchase, and has a fixed rate of interest not dependent on any index or external factors.
- Bonds or other obligations of the local unit or school district of which the Borough is a part.
- Any other obligations with maturities not exceeding 397 days, as permitted by the State Division of Investments.
- Local government investment pools which comply with N.J.S.A. 40A:5-15.1(e) and conditions set by the Division of Local Government Services.
- New Jersey Cash Management Fund.
- Repurchase agreements (repos) of fully collateralized securities which comply with N.J.S.A. 40A:5-15.1(e).
- New Jersey Asset & Rebate Management Program.
- New Jersey CLASS

There are no approved security broker/dealers. In the event that a security broker/dealer should be approved during the year, the registered principal of said brokerage firm so approved shall be provided with and sign an acknowledgment that they have seen and reviewed the cash management plan.

NOW THEREFORE BE IT RESOLVED, each month, the Chief Financial Officer shall prepare a report for the Administrator that consists of the following:

- A summary of all investments made or redeemed for the month.
- A listing of any and all financial institutions holding local unit funds.
- The class or type of securities purchased or funds deposited.
- Income earned on deposits and investments.
- Market value of investments and disclosure as to how the value was determined, if applicable.
- A listing of accounts or deposits that do not earn interest.

NOW THEREFORE BE IT FURTHER RESOLVED, this document shall constitute the cash management policy of the Borough. Any official involved with the selection of depositories, investments, broker/dealers shall disclose any material business or personal relationship to the Manager and to the Local Finance Board or Local Ethics Board as applicable. Any official who, in the course of his or her duties, deposits or invests in accordance with this plan shall be relieved of any liability for loss.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-003**

MOTIONED BY:
SECONDED BY:

DEPOSITORIES FOR CURRENT ACCOUNTS

BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that Capital One, Woodland Park Office and NJ Cash Management Fund, Trenton, shall be the depository for the following accounts of the Borough of Woodland Park and that the Custodian shall be Heather Barkenbush:

- Current Account
- Capital Improvement Account
- Water Capital Fund
- Utility Operation Water Account
- N.J.-UCC Trust and Savings Account
- Board of Recreation Trust Account
- POAA Special Trust
- Affordable Housing Trust
- Municipal Alliance Against Drug & Alcohol Abuse Trust
- CDBC Trust
- Snow Removal Reserve
- Public Defender Trust
- Outside Employment of Off-Duty Municipal Officers
- NJ Cash Management Account
- Payroll Account
- Dog License Fee
- Board of Health
- Firemen’s Dedicated Penalty
- Tax Lien Redemption
- Escrow Accounts
- Rolling Views Escrow Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Tracy Kallert, Mayor, Heather Barkenbush, Chief Municipal Financial Officer and Samuel Yodice Jr., Business Administrator.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-004**

MOTIONED BY:
SECONDED BY:

2025 TEMPORARY BUDGET

WHEREAS, Section 40A:4-19 of Revised Statutes of the Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the adoption of the 2025 Budget, temporary appropriations be made for the purposes and amounts required in the manner and time therein provided; and

WHEREAS, the date of this Resolution is within the first thirty days of January, 2025; and

WHEREAS, the total appropriation in the 2024 Budget, exclusive of any appropriations made for interest and principal of Debt, Capital Improvement Fund, and for Public Assistance (Relief), is the sum of \$20,300,765; and

WHEREAS, 26.25% of the total appropriation of the 2024 Budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, and for Public Assistance (Relief), in said 2024 Budget is the sum of \$5,328,951; and

WHEREAS, the total appropriations in the 2024 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt Service and the Capital Improvement Fund, is the sum of \$3,059,222; and

WHEREAS, 26.25% of the total appropriations of the 2024 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt and Capital Improvement Fund in said 2024 Budget is \$803,045; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Municipal Council of the Borough of Woodland Park, County of Passaic, that the following temporary appropriations be made and that a certified copy of this Resolution be transmitted to the Treasurer for his records.

General Government:	
Administrative and Executive:	
Salaries and Wages	131,000
Other Expenses	45,000
Mayor and Council	
Salaries and Expenses	15,000
Elections:	
Other Expenses	4,000
Financial Administration:	
Salaries and Wages	38,000
Other Expenses:	
Annual Audit	20,000
Miscellaneous Other Expenses	20,000
Assessment of Taxes:	
Salaries and Wages	9,500
Other Expenses	23,000
Collection of Taxes:	
Salaries and Wages	19,000
Other Expenses	6,000
Liquidation of Tax Title Liens:	
Other Expenses	\$100
Legal Services and Costs:	
Other Expenses	40,000
Planner	10,000
Municipal Prosecutor:	
Salaries and Wages	7,400

Engineering Services and Costs:	
Other Expenses	18,000
Public Buildings and Grounds:	
Salaries and Wages	12,000
Other Expenses	15,000
Planning Board Municipal Land Use Act:	
Salaries and Wages	2,500
Other Expenses	2,500
Board of Adjustment Municipal Land Use Act:	
Salaries and Wages	1,000
Other Expenses	2,000
Insurance:	
Group Insurance Plans for Employees	550,000
Other Insurance Premiums	375,000
Health Benefits and Waiver	15,000
Public Safety:	
Fire:	
Other Expenses:	
Clothing Allowance	2,000
Miscellaneous Expenses	40,000
Uniform Fire Safety Act (Ch. 383, P.L. 1983):	
Fire:	
Salaries and Wages	12,000
Life Hazard Use Fee Payments:	
Salaries and Wages	19,000
Other Expenses	2,500
Maintenance of Fire Alarm System:	
Salaries and Wages	1,300
Other Expenses	1,700
Police:	
Salaries and Wages	1,280,000
Miscellaneous Other Expenses	75,000
First Aid Organization:	
Contribution	6,000
State Uniform Construction Code:	
Sub-Code Official:	
Construction Code Office:	
Salaries and Wages	\$29,000
Other Expenses	8,000
Elevator Inspection Fees:	
Other Expenses	7,500
Plumbing Inspector:	
Salaries and Wages	6,400
Fire Protection Official:	
Salaries and Wages	2,800
Inspector of Electrical Wiring:	
Salaries and Wages	5,250
Other Expenses	200
Emergency Management Services:	
Salaries and Wages	4,400
Other Expenses	2,000
Streets and Roads:	
Road Repairs and Maintenance:	
Salaries and Wages	325,000
Other Expenses	35,000
Sanitation:	
Snow Reserve	15,000
Sewer System:	

Salaries and Wages	65,000
Other Expenses	50,000
Garbage and Trash Removal	400,000
Recycling:	
Salaries and Wages	16,000
Other Expenses	1,500
Health and Welfare:	
Board of Health:	
Salaries and Wages	8,000
Other Expenses	1,500
Health Services Contractual	20,000
Animal Control:	
Other Expenses	12,000
Recreation and Education:	
Parks and Playgrounds:	
Salaries and Wages	55,850
Other Expenses	20,000
Woodland Park Youth and Senior Citizens Center:	
Salaries and Wages	12,000
Other Expenses	2,000
Celebration of Public Event, Anniversary or Holiday:	
Other Expenses	8,500
Unclassified:	
Vehicle Maintenance:	
Salaries and Wages	35,400
Other Expenses	16,000
Chapter 56, P.L. 1981 (N.J.S.A. 40A:4-45.3m):	
Gasoline	45,000
Street Lighting	30,000
Fire Hydrant Service	13,000
Telephone	19,000
Electric and Gas	30,000
Deferred Charges and Statutory Expenditures - Municipal:	
Contribution to:	
Social Security System (O.A.S.I.)	80,000
Unemployment Compensation Ins. (N.J.S.A. 43:21-3 et. seq.)	5,000
Police and Firemen's Retirement System	260,451
Public Employees Retirement System	225,000
Defined Contribution Retirement Program	4,500
Municipal Court:	
Salaries and Wages	50,100
Other Expenses	8,000
Passaic Valley Sewerage Charge	305,800
LOSAP	1,200
Maintenance of Free Public Library (Ch. 541, P.L. 1985):	
Other Expenses	195,000
Public Defender	
Salaries and Wages	5,000
Stormwater Management	3,000
Interlocal Municipal Agreements:	
Borough of Totowa – Construction Code	30,000
Borough of Woodland Park Board of Education:	
School Resource Officer	25,000
Public Information Officer:	
Salaries and Wages	1,000

Other Expenses	600
Borough of Bloomingdale - CFO	<u>7,500</u>
 Total Operating and Deferred Charges	 <u>5,328,951</u>
 Capital Improvement Fund	 <u>\$50,000</u>
Municipal Debt Service:	
Principal on Notes	\$223,940
Interest on Notes	535,275
Payment of Bond Principal	1,400,000
Interest on Bonds	<u>260,663</u>
 Total Municipal Debt Service	 <u>2,419,878</u>
 Grant Total of Budget Appropriations	 <u>\$7,798,829</u>
 Water Utility:	
Operating:	
Salaries and Wages	175,000
Other Expenses	500,000
Deferred Charges and Statutory Expenditures:	
Contribution to Social Security System (O.A.S.I.)	16,000
Unemployment Compensation Insurance	100
Public Employees Retirement System	<u>47,500</u>
 Total	 <u>738,600</u>
 Capital Outlay	 <u>100</u>
 Interest on Notes	 95,000
Principal on Notes	<u>50,000</u>
	<u>145,000</u>
 Grand Total of Water Utility Appropriations	 <u>\$883,700</u>

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-005**

MOTIONED BY:
SECONDED BY:

**DEPOSITORY BAIL ACCOUNT/MAGISTRATE’S
COURT ACCOUNT**

BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that Capital One, Woodland Park Office, shall be the depository for the following account of the Borough of Woodland Park and that the Custodian shall be Maryann Coral, Court Administrator:

The Municipal Court Bail Bond Accounts
The Municipal Magistrate’s Court Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Maryann Coral, Court Administrator.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION 25-006**

MOTIONED BY:
SECONDED BY:

OPEN SPACE TRUST FUND & ESCROW ACCOUNTS

BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that TD North, Wayne Office, shall be the depository for the following accounts of the Borough of Woodland Park and that the Custodian shall be Heather Barkenbush, Chief Financial Officer:

Open Space Trust Fund
Engineering Escrow
Engineering Master

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Tracy Kallert, Mayor; Heather Barkenbush, Chief Financial Officer and Samuel Yodice Jr., Business Administrator, effective January 1, 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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-007**

MOTIONED BY:
SECONDED BY:

PURCHASE ORDER PAYMENTS

BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that all purchase orders which are to be presented for payment at a regular meeting of this Board during the year 2025 shall be presented within thirty (30) days of the delivery of merchandise or service to the Municipal Clerk on or before 4:00 p.m. on Thursday preceding the regular meeting of the month at which they are to be passed upon.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-008**

MOTIONED BY:
SECONDED BY:

ESTABLISH ANNUAL PETTY CASH

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution; and

WHEREAS, it is the desire of the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, to establish such funds for the following:

Alfred H. Baumann Free Public Library in the amount of \$150.00
Administration Office in the amount of \$200.00
Woodland Park Police Department in the amount of \$100.00; and

WHEREAS, the custodian for the Alfred H. Baumann Library is Linda Hoffman; the custodian for the Administration Office is Municipal Clerk Sandra Olivola and the custodian for the Woodland Park Police Department is Acting Chief Luigi DeLuca and said custodians are bonded for the amount of \$100,000.00 and such custodians shall maintain records for these funds in a manner conducive to proper accounting and auditing procedures;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby authorizes such action and two copies of this resolution be filed with the Division of Local Government Services, New Jersey Department of Community Affairs for approval.

BE IT FURTHER RESOLVED, that the Treasurer is hereby authorized to issue a check to the Alfred H. Baumann Free Library in the amount of \$150.00 and the Woodland Park Police Department in the amount of \$100.00 and that funds are available for this in the current fund.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-009**

MOTIONED BY:

SECONDED BY:

RE-ESTABLISHED CHANGE FUNDS

WHEREAS, the Chief Financial Officer has advised that a “Change Fund” is necessary for the purpose of making change for cash payments for the certain departments in the Borough of Woodland Park; and

WHEREAS, the said Change Fund will be used for the sole purpose of making change and not the purpose of paying bills; and

WHEREAS, a “Change Fund” has already been established for the following departments:

Construction Office in the amount of \$100.00
Municipal Court in the amount of \$150.00
Administration in the amount of \$100.00
Recycling in the amount of \$100.00; and

WHEREAS, the said Change Fund is to be used for the sole purpose of making change and not for the purpose of paying any bills and said Change Funds are to have a constant balance in the amount in which they are established; and

NOW, THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, that a Change Fund is hereby re-established in the following amounts and for the following departments:

Construction Office in the amount of \$100.00
Municipal Court in the amount of \$150.00
Administration in the amount of \$100.00
Recycling in the amount of \$100.00; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer shall deposit the \$100.00 and \$150.00 into Current Funds and make the appropriate adjustments and notations on his records for the purpose of reestablishing such Change Funds for the foregoing offices and departments.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-010**

MOTIONED BY:
SECONDED BY:

RE-ESTABLISH CHANGE FUNDS

WHEREAS, the Chief Financial Officer has advised that a “Change Fund” is necessary for the purpose of making change for cash payments for the certain departments in the Borough of Woodland Park; and

WHEREAS, the said Change Fund will be used for the sole purpose of making change and not the purpose of paying bills; and

WHEREAS, a “Change Fund” has already been established for the following departments:

Administration in the amount of \$100.00
Recycling in the amount of \$100.00

WHEREAS, the said Change Fund is to be used for the sole purpose of making change and not for the purpose of paying any bills and said Change Funds are to have a constant balance in the amount in which they are established; and

NOW, THEREFORE IT BE RESOLVED by the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, that a Change Fund is hereby established in the following amounts and for the following departments:

Administration in the amount of \$100.00
Recycling in the amount of \$100.00; and

BE IT FURTHER RESOLVED, that the Chief Financial Officer shall deposit the \$100.00 and \$100.00 into Current Funds and make the appropriate adjustments and notations on her records for the purpose of establishing such Change Funds for the foregoing offices and departments.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal ClerkDated

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

January 8, 2025

Heather Barkenbush, CMFODated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-011**

MOTIONED BY:
SECONDED BY:

APPOINTMENT MUNICIPAL PROSECUTOR

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Prosecutor to act as Prosecutor in 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the Evaluation Committee’s recommendation, do hereby appoint Domenick Stampone, Esq., of the firm of Law Offices of Rajeh Saadeh, 1200 Route 22 East, Suite 2000, Bridgewater, NJ as the Municipal Prosecutor, for the period of January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that Domenick Stampone, Esq., of the firm of Law Offices of Rajeh Saadeh, 1200 Route 22 East, Suite 2000, Bridgewater, NJ shall receive compensation in an amount not to exceed of \$18,000. and that sufficient funds are available for this service under line item 5-01-25-275-275-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-012**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF PUBLIC DEFENDER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to appoint Alyssa A. Cimino, Esq., Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ 07004, to the position of Public Defender; 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 appoint Alyssa A. Cimino, Esq, Esq., as the Borough’s Public Defender for the time period January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that Alyssa A. Cimino, Esq., Cimino Law LLC, 376 Hollywood Avenue, Suite 206, Fairfield, NJ 07004., shall receive compensation in an amount not to exceed \$18,000.00 and that sufficient funds are available for this service under line item 5-01-43-495-495-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-013**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL ATTORNEY

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Attorney to act as the legal advisor of the Mayor and Council and all officers of the various municipal boards, which are not represented by their own counsel, in all matters involving their duties and business as officers of the municipality, 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the Evaluation Committee’s recommendation, do hereby appoint Albert C. Buglione, Esq. with the firm of Buglione, Hutton & DeYoe, L.L.C., 401 Hamburg Turnpike, Wayne, New Jersey, as the Woodland Park Municipal Attorney for the period January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that Mr. Buglione shall receive compensation as a retainer in the amount of \$6,200.00 or his attendance and advice at meetings of the Council, and shall receive other compensation, in the amount not to exceed \$80,000.00 for additional legal duties performed as authorized by the Mayor and Council and that sufficient funds are available for this contract under line item 5-01-20-155-155-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

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 award of contract

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-014**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL ENGINEER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Engineer to, on an as needed basis:

- A. Provide engineering services as requested by the Mayor and Council;
- B. Perform such duties as are prescribed by general law and ordinance;
- C. Prepare, or cause to be prepared, plans, designs, and specifications for public works projects and other improvements undertaken by the Borough of Woodland Park;
- D. Provide and maintain surveys, maps, plans, specifications and control records with respect to public works and facilities owned or operated by the Borough;
- E. Prepare reports and provide advice to the Mayor and Council regarding issues that arise that include but are not limited to: regulations, legislation and ordinances;
- F. Provide technical and engineering advice and assistance to other Borough departments as needed;
- G. When requested by the Mayor and Council, reply to inquiries from residents and/or commercial enterprises;
- H. Attend regular, special, and Executive Session meetings as requested by the Mayor and Council; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of the Evaluation Committee, do hereby appoint Boswell Engineering, 330 Phillips Avenue., Hackensack, New Jersey to the position of Municipal Engineer and his firm to support him in this capacity, for the time period January 1, 2025 through December 31, 2025, in an amount not to exceed \$50,000.00 and that funds are available for this contract under line item 5-01-20-165-165-020, which does not included payment for escrow projects where escrow accounts have been established or payment for engineering services related to Borough projects and where Capital and Grant funds are used for financing.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-015**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL AUDITOR

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint an auditing firm to conduct, on an as needed basis, accounting and auditing services; financial advisory services; general consulting services; and preparation of the Annual Audit; Annual Financial Statements; Annual Debt Statement; Temporary and Annual Budget; Supplemental Debt Statements; Capital Budget Amendments; Assistance with Debt Issues; and Secondary Market Disclosures; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby appoint the auditing firm of Wielkocz & Company, LLC, 401 Wanaque Avenue, Pompton Lakes, New Jersey, as the auditing firm to perform various financial services, on an as needed basis, to the Borough in an amount not to exceed \$75,000.00 for the period January 1, 2025 through December 31, 2025 and that sufficient funds are available under line items 5-01-20-135-135-140 for \$70,000 and 5-05-55-502-502-523 for \$5,000.00.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-016**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF BOND COUNSEL

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint Bond Counsel to, on an as needed basis: analyze all municipal short and long term indebtedness; determine most advantageous time to convert short term into long term indebtedness; preparation of bond ordinances; preparation of note issues; preparation of bond issues with accompanying documentation and approving legal opinion; and legal research on municipal law; 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

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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of the Evaluation Committee, do hereby appoint the firm of Rogut, McCarthy, Troy LLC, 37 Alden Street, Cranford, New Jersey, as Bond Counsel to perform various bond counsel services, on an as needed basis, to the Borough for the period January 1, 2025 through December 31, 2025 in an amount not to exceed \$30,000.00 and that funds are available for this contract under line item 5-01-20-155-155-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-017**

MOTIONED BY:
SECONDED BY:

**DESIGNATION OF PUBLIC AGENCY
COMPLIANCE OFFICER**

WHEREAS, in accordance with N.J.A.C. 17:27-3.2 each public agency shall designate an individual to serve as its Public Agency Compliance Officer (PACO), which serves as the liaison between the Department of the Treasury, Division of Public Contracts Equal Employment Opportunity and the Borough, and

WHEREAS, the PACO serves as the Public Agency’s point of contact for all matters concerning implementation and administration of the above referenced statute;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby appoints Sandra Olivola, Municipal Clerk as the Borough’s PACO for the calendar year 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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-018**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF RISK MANAGER
(HEALTH BENEFITS)**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a risk manager; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of World Insurance an affiliate of Professional Insurance Associates, 429 Hackensack Street, Carlstadt, New Jersey to represent the Borough in matters relating to the Borough’s participation in the North Jersey Municipal Employer Benefits Fund for the calendar year of 2025 in an amount not to exceed \$12,000.00 which will come out of line item 5-01-23-210-210-100.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

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

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-019**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF GRANT WRITER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a grant writer to write grants, as necessary, for the Borough of Woodland Park; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of Millennium Strategies, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$43,200.00 for the calendar year of 2025 and that sufficient funds are available under line item 5-01-20-100-101-023.

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, based upon the recommendation of the Evaluation Committee, do hereby appoint the firm of Millennium Strategies, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 to write grants, as necessary, for the Borough for the calendar year of 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 8th day of January, 2024. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-020**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF ACCOUNTING FIRM

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint an accounting firm to audit and correct as necessary the Borough’s financial operations; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby appoint Mark Bednarz of the accounting firm of Donohue, Girona and Doria, Certified Public Accountants, 310 Broadway, Bayonne, New Jersey to audit and correct, as necessary, the Borough’s financial operations in an amount not to exceed \$20,000.00 for the calendar year of 2025 and that sufficient funds are available under line items 5-01-20-130-130-028 and 5-05-55-502-502-523.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-021**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF SPECIAL TAX COUNSEL

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint Special Tax Counsel to, on an as needed basis: defend County Board and State tax appeals filed against the Borough of Woodland Park; file tax appeal complaints on behalf of the Borough of Woodland Park; prepare reports and provide advice and counsel to the Borough Tax Assessor and the Mayor and Council regarding tax issues that may arise; and attend hearings before the Passaic County Board of Taxation, as well as case management conferences and trials before the New Jersey State Tax 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive one proposal in response to that request; and

WHEREAS, on December 9, 2024 the Mayor and Council solicited proposals to expand the pool for this position;

WHEREAS, the Borough of Woodland Park did receive two proposal in response to that request; and

WHEREAS, three proposals were opened on December 30, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby appoint Fred Semrau, Esq of the firm of Dorsey & Semrau, located at 714 Main Street, Boonton, NJ 07005 as Special Tax Counsel for calendar year 2025 in an amount not to exceed \$52,000.00, to be called upon to provide such services as the need should arise and that funds are available for this contract under line item 5-01-20-150-150-028.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-022**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL PLANNER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Planner for the Borough of Woodland Park, 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of the Evaluation Committee, do hereby appoint Darlene Green, PP, AICP, Senior Project Specialist, of the firm of Colliers Engineering and Design, 53 Frontage Road, Suite 110, Hampton, NJ 08827 as the Woodland Park Municipal Planner for the period January 1, 2025 through December 31, 2025 in an amount not to exceed \$25,000.00 for Municipal Planning and that sufficient funds for this are available under line item 5-01-20-155-158-020 and in an amount not to exceed of \$30,000 for Affordable Housing related services and that sufficient funds are available for this under line item T-24-56-850-000-801.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-023**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BOROUGH'S
PROPERTY & CASUALTY RISK MANAGER**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to appoint Angelo Lobosco, of Lobosco Insurance Group to the position of the Borough's Property & Casualty Risk Manager for the time period January 1, 2025 through December 31, 2025;

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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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 appoint Angelo Lobosco, of Lobosco Insurance Group to the position of the Borough's Property & Casualty Risk Manager 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					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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-024**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF SPECIAL COUNSEL – LABOR

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint Special Counsel to address labor issues affecting the Borough; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, based on the recommendation of the Evaluation Committee, hereby award a contract to Arthur R. Thibault, Jr, Esq. of the law firm of Apruzzese, McDermott, Mastro & Murphy, P.O. Box 112, Liberty Corner, NJ 07938, for the time period calendar year 2025, to provide labor and employment counsel to the Borough in an amount not to exceed \$17,500.00 and that funds are available for these services under line item 5-01-20-155-155-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-025**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF SPECIAL COUNSEL – AFFORDABLE HOUSING

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint an Attorney to act as the legal advisor to the Mayor and Council on all matters affecting the Council on Affordable Housing litigation; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the Evaluation Committee’s recommendation, do hereby appoint the firm of Albert C. Buglione, Esq. with the firm of Buglione, Hutton & DeYoe, L.L.C., 401 Hamburg Turnpike, Wayne, New Jersey for the period of January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$20,000.00 and that sufficient funds are available for these services under line items and 5-01-20-155-157-020.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-026**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF SPECIAL PROJECTS ENGINEERS

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint Special Projects Engineers to, on an as needed basis:

- I. Provide engineering services as requested by the Mayor and Council;
- J. Perform such duties as are prescribed by general law and ordinance;
- K. Prepare, or cause to be prepared, plans, designs, and specifications for public works projects and other improvements undertaken by the Borough of Woodland Park;
- L. Provide and maintain surveys, maps, plans, specifications and control records with respect to public works and facilities owned or operated by the Borough;
- M. Prepare reports and provide advice to the Mayor and Council regarding issues that arise that include but are not limited to: regulations, legislation and ordinances;
- N. Provide technical and engineering advice and assistance to other Borough departments as needed;
- O. When requested by the Mayor and Council, reply to inquiries from residents and/or commercial enterprises;
- P. Attend regular, special, and Executive Session meetings as requested by the Mayor and Council; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the recommendation of Evaluation Committee, do hereby create a pool of qualified Special Projects Engineering Firms, for the time period January 1, 2025 through December 31, 2025, who will be called upon to provide such services as the need should arise as follows:

1. Neglia Engineering, 34 Park Avenue, Lyndhurst, New Jersey
2. Richard A. Alaimo Associates, 200 High Street, Mt. Holly New Jersey
3. Suburban Consulting Engineers, 505 Main Street, Suite 314, Hackensack, NJ

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-027**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BACK-UP
LICENSED SEWER OPERATOR**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Back-Up Licensed Sewer Operator to support the Woodland Park Department of Public Works; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the Evaluation Committee’s recommendation, do hereby appoint the firm of DeBlock Environmental Services, LLC, P.O. Box 675, Woodland Park, NJ 07424, for the period of January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed \$21,000.00 and that funds are available for these services under line item 5-01-26-300-301-028.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-028**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BACK-UP
LICENSED WATER OPERATOR**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Back-Up Licensed Water Operator to support the Woodland Park Department of Public Works; 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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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, based upon the Evaluation Committee’s recommendation, do hereby appoint the firm of DeBlock Environmental Services, LLC, P.O. Box 675, Woodland Park, NJ 07424, for the period of January 1, 2025 through December 31, 2025; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$30,000.00 and that funds are available for these services under line item 5-05-55-502-502-526.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-029**

MOTIONED BY:
SECONDED BY:

**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE
UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION’S
“Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964”**

WHEREAS, N.J.S.A. 40A:4-5 as amended by P.L. 2017, c.183 requires the governing body of each municipality and county to certify that their local unit’s hiring practices comply with the United States Equal Employment Opportunity Commission’s “Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964,” *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

WHEREAS, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit’s hiring practices as they pertain to the consideration of an individual’s criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit’s hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**GOVERNING BODY CERTIFICATION PURSUANT TO P.L. 2017, C.183 OF COMPLIANCE
WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S
"Enforcement Guidance on the Consideration of Arrest and Conviction Records in
Employment Decisions Under Title VII of the Civil Rights Act of 1964"**

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES
NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF PASSAIC

We, members of the governing body of the *Borough of Woodland Park* being duly sworn according to law, upon our oath depose and say:

1. We are duly elected members of the *Mayor and Council* of the *Borough of Woodland Park* in the county of *Passaic*;
2. Pursuant to P.L. 2017, c.183, we have familiarized ourselves with the contents of the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964," *as amended*, 42 U.S.C. § 2000e *et seq.*, (April 25, 2012);
3. We are familiar with the local unit's hiring practices as they pertain to the consideration of an individual's criminal history;
4. We certify that the local unit's hiring practices comply with the above-referenced enforcement guidance.

(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____
(L.S.)	(L.S.)
_____	_____

Sworn to and subscribed before me this

8 day of January, 2025

Notary Public of New Jersey

Municipal Clerk

The Municipal Clerk (or Clerk of the Board of Chosen Freeholders as the case may be) shall set forth the reason for the absence of signature of any members of the governing body.

IMPORTANT: This certificate must be executed before a municipality or county can submit its approved budget to the Division of Local Government Services. The executed certificate and the adopted resolution must be kept on file and available for inspection.

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-030**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BOROUGH
EMPLOYEE ASSISTANCE SERVICES**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to appoint Interventions Strategies, P.O. Box 337, Midland Park, New Jersey 07432 for employee assistance services; 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

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 November 8, 2024 for this position; and

WHEREAS, the Borough of Woodland Park did receive multiple proposals in response to that request; and

WHEREAS, this proposal was opened on December 3, 2024 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

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 appoint Intervention Strategies for employee assistance services in an amount not to exceed \$7,500 for the time period January 1, 2025 through December 31, 2025 and that sufficient funds for this service are available under line item 5-01-20-100-101-023.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available for this award of contract.

January 8, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
COUNTY OF PASSAIC, NEW JERSEY
RESOLUTION R25-031**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION APPROVING AN EMPLOYMENT AGREEMENT FOR THE POSITION OF
ACTING DEPUTY CHIEF OF POLICE AND AUTHORIZING THE CIVIL SERVICE PROCESS**

WHEREAS, the Borough of Woodland Park (the “Borough”) desires to appoint Captain Michael Brady (the “Acting Deputy Chief of Police Michael Brady”) to the position of Deputy Chief of Police; and

WHEREAS, the Borough and Captain Michael Brady have executed an Employment Agreement, a copy of which is attached hereto and incorporated herein by reference; and

WHEREAS, the Borough recognizes that the Civil Service Commission will need to conduct a promotional process to fill the position of Chief of Police;

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

1. Approval of Employment Agreement: The Employment Agreement between the Borough and Capt. Michael Brady, a copy of which is attached hereto, is hereby approved in its entirety.
2. Appointment of Deputy Chief of Police: Capt. Michael Brady is hereby appointed to the position of Acting Chief of Police, effective July 1, 2024.
3. Authorization of Civil Service Process: The Borough Clerk is hereby authorized to initiate the Civil Service process to fill the position of A/Deputy Chief of Police, in accordance with applicable state and local laws and regulations.

BE IT FURTHER RESOLVED that a certified copy of this Resolution shall be filed with the Borough Clerk and a copy shall be provided to the Borough Administrator.

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 Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-032**

MOTIONED BY:
SECONDED BY:

**RESOLUTION OF THE BOROUGH OF WOODLAND PARK AUTHORIZING THE SALE OF
PROPERTY NO LONGER NEEDED FOR PUBLIC USE ON AN ONLINE AUCTION WEBSITE**

WHEREAS, Borough of Woodland Park has determined that the property described and incorporated herein is no longer needed for public use; and

WHEREAS, the Borough of Woodland Park intends to utilize the online auction services of Municibid located at municibid.com/nj/njinfo; and

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby authorize the sale of the surplus property as indicated below on the online auction website entitled Municibid.com.

2005 F-450 Rack Body w/9' Meyers Plow	Vin 1FDXF47Y56EB19196
3" Gorman Rupp 8hp pump model 13D GX240	Serial # 981788
3" C.H. and E 5hp Pump Model #5305-W	Serial # 5305 P325
Snap - On Mt539 Battery and Alternator Tester	Serial # 03817
2 Boxes – 8' Long 16" Wide 13" High	
2 Homelite Blowers Model #111B-1B	Serial # 53030017

NOW THEREFORE BE IT RESOLVED, the terms and conditions of the agreement entered into between Municibid and the Borough of Woodland Park are available at Municibid.com and in the Borough of Woodland Park Municipal Clerk's office.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-033**

MOTIONED BY:
SECONDED BY:

CONTRACT AWARD TO ACTION DATA SERVICES

WHEREAS, the Borough of Woodland Park, County of Passaic, State of New Jersey has a need to acquire professional payroll and accounting services to process employee payroll; and

WHEREAS, Action Data Services has submitted a proposal for the provision of said professional services in an amount of \$33,188.05 for the period January 1, 2025 through December 31, 2026 with a one-year extension; and

WHEREAS, sufficient funds are available under Account No. 5-01-20-130-130-045 to award this contract; and

WHEREAS, pursuant to N.J.S.A. 19:44A-20.5 the New Jersey Local Pay-to-Play Law and pursuant to N.J.S.A. 40A:11-5(1)(a)(1) of the New Jersey Local Public Contracts Law, the Borough may enter into said Professional Services Agreement without public bidding provided all reporting requirements have been met;

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

1. Upon satisfactory presentation of all materials required under the New Jersey Local Pay-to-Play Law and the Local Public Contracts Law, the Mayor of the Borough of Woodland Park is hereby authorized to enter into the Professional Services Agreement with Action Data Services substantially in the form annexed hereto, and subject to the review and approval as to form by the Borough Attorney.
2. Notice of the award of the within Contract shall be published in accordance with law.
3. This Resolution and subject Contract shall be on file and available for public inspection in the office of the Borough Clerk.
4. This Resolution shall take effect immediately upon passage and publication in accordance with law, if required.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 to award this contract.

January 8, 2025

Heather Barkenbush, Chief Financial Officer Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-034**

MOTIONED BY:
SECONDED BY:

**MEMORANDUM OF AGREEMENT BETWEEN THE BOROUGH OF
WOODLAND PARK AND THE WOODLAND PARK PBA LOCAL #173**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have been in contract negotiations with the Woodland Park PBA, Local #173 to settle their contract agreement for the time period, January 1, 2025 through December 31, 2029; and

WHEREAS, all parties involved have now come to an agreement on the negotiated amendments, which are documented in a Memorandum of Agreement dated January 7, 2025 and executed by the parties on January 7, 2025; and

WHEREAS, upon approval of the Memorandum of Agreement by the Mayor and Council, said negotiated amendments will be incorporated into a contract, which approval of said contract will be on a forthcoming Council meeting agenda;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey hereby approve the negotiated amendments documented in the referenced Memorandum of Agreement between the Borough of Woodland Park and the Woodland Park PBA Local #173 for the time period, January 1, 2025 through December 31, 2029.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 2025

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park do hereby confirm that there will be sufficient funds appropriated for this award of contract in the 2025 and future budgets.

January 8, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-035**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION TO AUTHORIZE HEALTH SAVINGS ACCOUNT (HSA) PAYMENTS
FOR ELIGIBLE EMPLOYEES ENROLLED IN THE HEALTH INSURANCE HIGH DEDUCTIBLE PLAN**

WHEREAS, on August 14, 2024 the Mayor and Council approved resolution R24-278 Amending Certain Aspects of the Policy & Procedures of the Employee Health Benefits Program; and

WHEREAS, the Mayor and Council approved and authorized to be submitted to the NJHIF for inclusion in that the Borough will add to the Plan Offerings, the HDHP 3000 Plan Design (with a Health Savings Account (HSA) Component for Plan Year 2025 to all eligible Active Employees and Dependents; and

WHEREAS, employees that have elected to participate in the HDHP 3000 Plan Design for Plan Year 2025, are therefore eligible for the Health Savings Account (HSA) Component; and

WHEREAS, the HSA payments have been calculated based on their 2025 salary and applicable factors and will be deposited directly into the employee's eligible (HSA) for a total amount to be disbursed of \$32,109.98; and

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby authorize the treasurer to make the HSA disbursements and deposit the above said calculated amount directly into the Health Savings Accounts of the respective employees who elected to participate in the HDHP 3000 Plan Design for Plan Year 2025;

BE IT FURTHER RESOLVED, that the Treasurer shall ensure that these incentive payments are processed in accordance with applicable Borough policies and procedures.

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 8th day of January, 2025. Signed and sealed before me.

January 8, 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 under account number 5-01-23-220-220-022.

January 8, 2025

Heather Barkenbush, Chief Financial Officer Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-036**

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 JJ., 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 8th day of January, 2025. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 8, 2025

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-037**

**MOTIONED BY:
SECONDED BY:**

INTRODUCTION TO ORDINANCE 25-01

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 23-22 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**

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 22nd day of January 2025, at 7:00 P.M., or as soon thereafter as the matter can be reached, at the regular meeting place of the Municipal Council and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Municipal Clerk is hereby authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final 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 8th day of January, 2025. Signed and sealed before me.

January 8, 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:

Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-038**

MOTIONED BY:
SECONDED BY:

INTRODUCTION TO ORDINANCE 25-02

**A RESOLUTION TO INTRODUCE ORDINANCE 25-02, AN ORDINANCE WHICH TO AMEND
ORDINANCE 24-13 CONSTRUCTION FEES**

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 22nd day of January 2025, at 7:00 P.M., or as soon thereafter as the matter can be reached, at the regular meeting place of the Municipal Council and that at such time and place all persons interested be given an opportunity to be heard concerning said ordinance, and that the Municipal Clerk is hereby authorized and directed to publish said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final 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 8th day of January, 2025. Signed and sealed before me.

January 8, 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:

Amendment Adopted