

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
OCTOBER 15, 2025**

1. INTRODUCTION:

A. POSTING OF NOTICE:

In accordance with the Open Public Meeting Law, P.L.1975, chapter 231, notice requirements for this meeting have been set forth in the resolution adopted by the Municipal Council at its Reorganization Meeting of January 8, 2025 detailing the time and place, with notice given to the public by posting a copy thereof on the bulletin board in the Municipal Building, transmitting copies to the Herald News and The Record of Woodland Park.

B. Flag salute and Prayer

C. Roll Call

2. PRESENTATION(S):

- Proclamation in recognition of Breast Cancer Awareness
- Passaic County Open Space Check Presentation
- Parkerton Presentation - Eagle Scouts Medical Drama Kits
- Recognition of Art Reda's Years of Service as a West Paterson Volunteer Fireman
- Swearing in of Jr. Municipal Alliance Members:
 - Francesco Vincenti
 - Elizabeth Bolen

3. PUBLIC SESSION:

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:**

4. REPORTS:

A. COUNCIL COMMITTEE REPORTS

Administration & Finance – Council President Sica

Public Works – Councilman Chaabane

Public Safety – Councilman DeCesare

Health & Senior Services – Councilwoman Gatti

Recreation, Community Relations & Veterans Affairs – Councilwoman Tiseo

Laws & Ordinances – Councilman Torres

B. MAYORS REPORT

C. BOROUGH ADMINISTRATORS REPORT

D. MUNICIPAL ATTORNEY REPORT

E. DEPARTMENT REPORTS

1. Summary of Court Matters September 2025
2. Millennium Strategies Monthly Activity Report dated October 1, 2025
3. Fire Prevention Report for September 2025 dated October 6, 2025
4. Summary Budget Status Report dated October 15, 2025

MOTION: Motion to receive and file Departmental Reports by _____,
seconded by_____.

- **ALL IN FAVOR:**

5. CONSENT AGENDA:

All matters listed under the Consent Agenda are considered to be routine by the Council and will be enacted by one resolution. 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.

1. **Resolution R25-270, a resolution to authorize the Borough Treasurer to provide refunds for the Soccer Squirts program Registration to the individuals listed in the resolution in the total amount of \$530.00.**
2. **Resolution R25-271, a resolution to authorize the Certified Municipal Finance Officer to issue a check for a refund for the redemption payment of the lien and premium to WSFS C/F ACTLIEN., P.O. Box 71539, Philadelphia, PA 19176-1539 in the amount of \$27,943.48.**
3. **Resolution R25-272, resolution authorizing the closure of Memorial Drive for Woodland Park Municipal Alliance Against Drugs & Alcohol to hold their annual Trunk or Treat event on October 31, 2025 from 4:00 P.M. to 8:00 P.M.**
4. **Resolution R25-273, a resolution to authorize the borough to waive the fifty-dollar (\$50.00) Department of Health and the fifty-five-dollar (\$55) Fire Prevention inspection fees, for vendors selling food at the Holiday Lights Parade and Winter Festival on November 29, 2025.**
5. **Resolution R25-274, a resolution to approve the closure of Dowling Parkway and authorize the Totowa, Little Falls and West Paterson Holiday Lights Parade and Winter Festival Committee to hold a Holiday Lights Parade and Winter Festival on Dowling Parkway Saturday, November 29, 2025, subject to the conditions set forth in the resolution.**
6. **Resolution R25-275, a resolution to approve award a contract to Boswell Engineering located at 330 Phillips Avenue, South Hackensack, NJ 07606 for Engineering services to perform a Preliminary Assessment for Diane Grimes Memorial Park Playground improvements, in an amount not to exceed \$5,800.00.**
7. **Resolution R25-276, a resolution to approve the actions noted in the Consent Agenda, items 1. through 7., be and are hereby approved and the proper officers are directed to take necessary action on same.**

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

- **ROLL CALL:**

6. COLLECTOR/TREASURER REPORT:

A. CMFO, Heather Barkenbush recommends authorization for payment:

Authorize payment of the October 15, 2025 regular and miscellaneous payroll estimated at \$475,000.00.

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

- **ROLL CALL:**

Payment of bills from voucher list of October 15, 2025 totaling \$3,234,631.29.

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

- **ROLL CALL:**

7. NEW BUSINESS:

8. OLD BUSINESS:

9. EXECUTIVE SESSION:

10. ADJOURMENT:

MOTION: Motion to Adjourn the Meeting by _____ Seconded by_____

- **ALL IN FAVOR:**

**Sandra Olivola, RMC
Municipal Clerk**

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-270**

MOTIONED BY:
SECONDED BY:

**AUTHORIZE REFUND OF
SOCCER SQUIRTS PROGRAM REGISTRATION**

WHEREAS, the Borough of Woodland Park Recreation Department processes registrations for the Soccer Squirts program through Community Pass; and

WHEREAS, payments for registration are typically made using credit cards and e-check through the Community Pass website; and

WHEREAS, it is the policy of the Borough to issue refunds by check; and

WHEREAS, the Chief Financial Officer has certified the funds available in Account No. T-18-56-850-000-810.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park that the Borough Treasurer is hereby authorized to provide the following refunds for the Soccer Squirts program Registration:

NAME	REFUND
Erika Ferrer	\$180
Tevin Bradley	\$170
Ali Elfandi	\$180

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 15th day of October 2025. Signed and sealed before me.

October 15, 2025

Sandra Olivola, Municipal Clerk

Dated

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

October 15, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-271**

MOTIONED BY:
SECONDED BY:

LIEN REDEMPTION AND PREMIUM

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey have been informed by the Tax Collector of the Borough of Woodland Park that a lien redemption for taxes, in the amount of \$27,943.48 was made on October 6, 2025; and

WHEREAS, pending the return of the redemption certificate from the lien holder was received in the Tax Office on May 19, 2025, the amount of \$27,943.48 is to be returned to the lien holder; and

WHEREAS, the Tax Collector of the Borough of Woodland Park has requested a lien redemption of said payment to be made to WSFS C/F ACTLIEN., P.O. Box 71539, Philadelphia, PA 19176-1539; and

WHEREAS, a premium of \$41,000.00 had also been made by WSFS C/F ACTLIEN., P.O. Box 71539, Philadelphia, PA 19176-1539, which is to be returned; and

NOW, THEREFORE, BE IT RESOLVED that the Certified Municipal Finance Officer is hereby authorized to issue a check for the refund in the amount of \$27,943.48 for the redemption payment of the lien and premium; and

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

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 15th day of October, 2025. Signed and sealed before me.

October 15, 2025

Sandra Olivola, Municipal Clerk Dated

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

October 15, 2025

Bernadette Lawler, Tax & Water Collector Dated

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

October 15, 2025

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-272**

MOTIONED BY:
SECONDED BY:

**CLOSURE OF MEMORIAL DRIVE
MUNICIPAL ALLIANCE TRUNK OR TREAT**

WHEREAS, the Woodland Park Municipal Alliance Against Drugs & Alcohol will be holding their annual “Trunk of Treat” on Friday, October 31, 2025 from 4:30 P.M. to 8:00 P.M.; and

WHEREAS, the Municipal Alliance will be holding the “Trunk or Treat” with the West Paterson Boys and Girls Club on Memorial Drive; and

WHEREAS, the Municipal Alliance has requested the Mayor and Council’s approval for the closure of Memorial Drive; and

WHEREAS, the Woodland Park Municipal Alliance Against Drug & Alcohol Abuse accepts the conditions under Ordinance 99-16, Section 6-2 Noise and will abide by the NO public use of alcoholic beverages provision; and

WHEREAS, the Woodland Park Borough Department of Public Works shall affix “Emergency No Parking” signs on Memorial Drive; and

WHEREAS, movable barricades will be placed on Memorial Drive by the DPW at 4:00 P.M., which shall be positioned for ease of access and/or removal for emergency vehicles under the direction of Chief DeLuca and Deputy Chief Brady, Woodland Park Police Department, and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby approve the Municipal Alliance Against Drugs & Alcohol “Trunk or Treat” located on Memorial Drive as set forth in this resolution subject to the following conditions:

1. The roadway may be blocked off with barricades but must remain clear for any emergency vehicle traffic.
2. No rides, games of chance, tables, grills of any kind, etc. shall be set up in the roadway (curb to curb).
3. Nothing permanently mounted or secured will be placed in the middle of this section of roadway to prevent access by emergency vehicles.
4. No consumption of alcohol beverages shall be permitted in public pursuant to Ordinance 07-08.
5. No vehicle shall be used to block off the roadway.
6. All local ordinances will apply during the event.
7. The Police Department has the right to cancel this event at any time if the above conditions are not adhered to or if the Police Department deems anything as being unsafe.

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 15th day of October, 2025. Signed and sealed before me.

October 15, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-273**

MOTIONED BY:
SECONDED BY:

**DEPARTMENT OF HEALTH AND FIRE PREVENTION FEE WAIVER
HOLIDAY LIGHTS PARADE AND WINTER FESTIVAL
NOVEMBER 29, 2025**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, acknowledge the efforts of Totowa, Little Falls and West Paterson Holiday Lights Parade and Winter Festival Committee in their endeavor to provide a successful event for the residents of Woodland Park; and

WHEREAS, the Totowa, Little Falls and West Paterson Lights Parade and Winter Festival Committee has requested that the Mayor and Council waive the Department of Health and Fire Prevention fees for vendors selling food at the Holiday Lights Parade and Winter Festival scheduled from November 29, 2025 from 1:00 PM to 4:30 PM (vendor set up at 10:00 AM).

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, do hereby waive the fifty-dollar (\$50.00) Department of Health and the fifty-five-dollar (\$55) Fire Prevention inspection fees, for those vendors selling food on November 29, 2025 at the Holiday Lights Parade and Winter Festival; and

BE IT FURTHER RESOLVED, that all food vendors are required to secure a Department of Health License, issued by the Board of Health Secretary and comply with all State and Borough laws, rules and regulations as it relates to the sale of food.

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 15th day of October, 2025. Signed and sealed before me.

October 15, 2025

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-274**

MOTIONED BY:
SECONDED BY:

**CLOSURE OF DOWLING PARKWAY
HOLIDAY LIGHTS PARADE AND WINTER FESTIVAL
NOVEMBER 29, 2025**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, acknowledge the efforts of Totowa, Little Falls and West Paterson Holiday Lights Parade and Winter Festival Committee in their endeavor to provide a successful event for the residents of Woodland Park; and

WHEREAS, the Totowa, Little Falls and West Paterson Lights Parade and Winter Festival Committee will be holding the Holiday Lights Parade and Winter Festival on November 29, 2025 from 1:00 PM to 4:30 PM (vendor set up at 10:00 AM);

WHEREAS, the Winter Festival Committee will be holding the Winter Festival on Dowling Parkway; and

WHEREAS, the Winter Festival Committee has requested the Mayor and Council’s approval for the closure of Memorial Drive; and

WHEREAS, the Winter Festival Committee accepts the conditions under Ordinance 99-16, Section 6-2 Noise and will abide by the NO public use of alcoholic beverages provision; and

WHEREAS, the Woodland Park Borough Department of Public Works shall affix “Emergency No Parking” signs on Dowling Parkway; and

WHEREAS, movable barricades will be placed on Dowling Parkway by the DPW at 10:00 A.M., which shall be positioned for ease of access and/or removal for emergency vehicles under the direction of Chief John Uzzalino, Woodland Park Police Department, and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby approve the Winter Festival Committee I “Winter Festival” located on Dowling Parkway as set forth in this resolution subject to the following conditions:

1. The roadway may be blocked off with barricades, but must remain clear for any emergency vehicle traffic.
2. No rides, games of chance, tables, grills of any kind, etc. shall be set up in the roadway (curb to curb).
3. Nothing permanently mounted or secured will be placed in the middle of this section of roadway to prevent access by emergency vehicles.
4. No consumption of alcohol beverages shall be permitted in public pursuant to Ordinance 07-08.
5. No vehicle shall be used to block off the roadway.
6. All local ordinances will apply during the event.

Record of Mayor and Council Vote on Passage

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

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October 15, 2025

Sandra Olivola, Municipal Clerk

Date

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-275**

MOTIONED BY:
SECONDED BY:

**CONTRACT AWARD FOR ENGINEERING SERVICES
TO PERFORM A PRELIMINARY ASSESSMENT AT
DIANE GRIMES MEMORIAL PARK PLAYGROUND IMPROVEMENTS**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to award a contract for Engineering services to perform a Preliminary Assessment for Diane Grimes Memorial Park Playground improvements; and

WHEREAS, Boswell Engineering located at 330 Phillips Avenue, South Hackensack, NJ 07606 has supplied a proposal in the amount of \$5,800.00; and

WHEREAS, sufficient funds are available under line-item C-04-24-015-000-920 to fund the design and preparation of contract documents in the amount of \$5,800.00;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby award a contract to Boswell Engineering located at 330 Phillips Avenue, South Hackensack, NJ 07606 for Engineering services to perform a Preliminary Assessment for Diane Grimes Memorial Park Playground improvements, in an amount not to exceed of \$5,800.00.

Record of Mayor and Council Vote on Passage

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

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October 15, 2025

Sandra Olivola, Municipal Clerk

Dated

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

October 15, 2025

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R25-276**

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 1. through 7., 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					Tiseo				
DeCesare					Torres				
Gatti					Mayor Kallert				
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October 15, 2025

Sandra Olivola, Municipal Clerk

Dated