

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR THE 2022 RE-ORGANIZATION MEETING
JANUARY 5, 2022**

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 6, 2021 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**
5. **Selection of Council President by the Council:**
6. **Recognition of the 2022 Officers of the West Paterson First Aid Squad:**
7. **Recognition of the 2022 Officers of the West Paterson Fire Department:**
8. **Council Comments:**
9. **Mayor's Comments:**

Resolution R22-042, a resolution to appoint Christine Tiseo as the Deputy Municipal Clerk effective January 1, 2022.

RESOLUTION R22-042

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF DEPUTY MUNICIPAL CLERK

WHEREAS, the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, desires to appoint a Deputy Municipal Clerk to carry forth the proceedings of the Woodland Park Municipal Clerk's office; and

WHEREAS, Mayor Keith Kazmark, with the advice and consent of the Counsel recommends the appointment of Mrs. Christine Tiseo, as the Woodland Park Deputy Municipal Clerk;

NOW, THEREFORE BE IT RESOLVED, that the Council of the Borough of Woodland Park, in the County of Passaic, New Jersey, confirms the recommendation of Mayor Kazmark and appoints Mrs. Christine Tiseo, retroactive effective January 1, 2022 as the Woodland Park Deputy Municipal Clerk.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

10. Professional, Board and Commission Appointments:

11. Mayor's Assignment of Committees:

12. Approval of Minutes:

Regular Meeting Minutes of October 6, 2021
Regular Meeting Minutes of October 20, 2021
Executive Session Minutes of October 20, 2021
Regular Meeting Minutes of November 3, 2021
Special Meeting Minutes of November 10, 2021
Regular Meeting Minutes of November 24, 2021

13. 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 R22-001, a resolution establishing the regular meeting schedule of the Mayor and Council for calendar year 2022 and the declaration of the official newspapers.**

RESOLUTION R22-001

MOTIONED BY:

SECONDED BY:

**APPROVAL OF ANNUAL MEETING DATES OF
THE MAYOR & COUNCIL FOR 2022 AND THE
DECLARATION OF OFFICIAL NEWSPAPERS**

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 2022.

NOW, THEREFORE BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that this Council shall meet during the year 2022 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:

2022 Regular Meetings

January	5 th (Re-Org.) & 19 th	
February	2 nd & 16 th	
March	2 nd & 16 th	
April	6 th & 20 th	(April 20 th at Four Seasons at Great Notch Clubhouse)
May	4 th & 18 th	(May 4 th Youth Month Council Meeting)
June	1 st & 15 th	
July	20 th	
August	17 th	
September	7 th & 21 st	
October	5 th & 19 th	
November	2 nd & 23 rd	(November 23 rd start time is 5:00 p.m.)
December	7 th & 21 st	

2023 Reorganization Meeting

January 4th

BE IT FURTHER RESOLVED, that the following newspapers be and they are hereby designated as the official newspapers to receive notices of meetings as provided by law: The Record of Woodland Park, New Jersey, and The Herald News of Woodland Park, New Jersey.

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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Date

- B. Resolution R22-002, a resolution appointing Sandra Olivola, Borough Clerk, as the Public Agency Compliance Officer for calendar year 2022.**

RESOLUTION R22-002

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 2022, 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
MUNICIPAL CLERK

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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- C. **Resolution R22-003, a resolution establishing Capital One, Woodland Park Office, as the depository for the Current Accounts.**

RESOLUTION R22-003

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

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor, Heather Barkenbush, Chief Financial Officer and Sandra Olivola, Municipal Clerk.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

- D. Resolution R22-004, a resolution establishing Capital One, Woodland Park Office, as the depository of the Payroll Account.

RESOLUTION R22-004

MOTIONED BY:
SECONDED BY:

DEPOSITORY FOR PAYROLL 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 Heather Barkenbush:

Payroll Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor, Heather Barkenbush, Chief Financial Officer and Sandra Olivola, Municipal Clerk.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

January 5, 2022

 Dated

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

 Heather Barkenbush, Chief Financial Officer

January 5, 2022

 Dated

- E. **Resolution R22-005, a resolution establishing the Borough's Temporary Budget for 2022, in an amount of \$6,905,965 and establishing the Water Utility's Temporary Budget for 2022, in an amount of \$839,541.00.**

RESOLUTION R22-005

MOTIONED BY:
SECONDED BY:

2022 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 2022 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, 2022; and

WHEREAS, the total appropriation in the 2021 Budget, exclusive of any appropriations made for interest and principal of Debt, Capital Improvement Fund, and for Public Assistance (Relief), is the sum of \$18,972,818; and

WHEREAS, 26.25% of the total appropriation of the 2021 Budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, and for Public Assistance (Relief), in said 2021 Budget is the sum of \$4,980,365; and

WHEREAS, the total appropriations in the 2021 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt Service and the Capital Improvement Fund, is the sum of \$2,856,100; and

WHEREAS, 26.25% of the total appropriations of the 2021 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt and Capital Improvement Fund in said 2021 Budget is \$749,726; 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	\$70,000
Other Expenses	34,000
Mayor and Council	
Salaries and Expenses	50,000
Elections:	
Other Expenses	3,000
Financial Administration:	
Salaries and Wages	35,000
Other Expenses:	
Annual Audit	18,500
Miscellaneous Other Expenses	15,000
Assessment of Taxes:	
Salaries and Wages	12,000
Other Expenses	20,000
Collection of Taxes:	
Salaries and Wages	13,000
Other Expenses	5,000
Liquidation of Tax Title Liens:	
Other Expenses	\$100
Legal Services and Costs:	
Other Expenses	35,000
Planner	10,000
Municipal Prosecutor:	
Salaries and Wages	5,000

Engineering Services and Costs:	
Other Expenses	11,000
Public Buildings and Grounds:	
Salaries and Wages	17,000
Other Expenses	12,000
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	450,000
Other Insurance Premiums	250,000
Health Benefits and Waiver	15,000
Public Safety:	
Fire:	
Other Expenses:	
Clothing Allowance	16,000
Miscellaneous Expenses	27,000
Uniform Fire Safety Act (Ch. 383, P.L. 1983):	
Fire:	
Salaries and Wages	10,000
Life Hazard Use Fee Payments:	
Salaries and Wages	16,000
Other Expenses	2,500
Maintenance of Fire Alarm System:	
Salaries and Wages	1,300
Other Expenses	1,700
Police:	
Salaries and Wages	1,025,000
Miscellaneous Other Expenses	70,000
First Aid Organization:	
Contribution	6,000
State Uniform Construction Code:	
Sub-Code Official:	
Construction Code Office:	
Salaries and Wages	\$30,000
Other Expenses	3,000
Elevator Inspection Fees:	
Other Expenses	7,500
Plumbing Inspector:	
Salaries and Wages	3,500
Fire Protection Official:	
Salaries and Wages	1,700
Inspector of Electrical Wiring:	
Salaries and Wages	3,750
Other Expenses	200
Emergency Management Services:	
Salaries and Wages	2,500
Other Expenses	2,000
Streets and Roads:	
Road Repairs and Maintenance:	
Salaries and Wages	290,000
Other Expenses	32,000
Sanitation:	
Sewer System:	
Salaries and Wages	67,000
Other Expenses	38,000
Garbage and Trash Removal	360,000
Recycling:	
Salaries and Wages	12,000
Other Expenses	1,500

Health and Welfare:	
Board of Health:	
Salaries and Wages	6,000
Other Expenses	1,500
Health Services Contractual	18,500
Animal Control:	
Other Expenses	10,000
Recreation and Education:	
Parks and Playgrounds:	
Salaries and Wages	20,000
Other Expenses	15,000
Woodland Park Youth and Senior Citizens Center:	
Salaries and Wages	8,000
Other Expenses	2,000
Woodland Park Boys & Girls Club:	
Other Expenses	\$1,100
Celebration of Public Event, Anniversary or Holiday:	
Other Expenses	3,500
Unclassified:	
Vehicle Maintenance:	
Salaries and Wages	28,000
Other Expenses	14,000
Chapter 56, P.L. 1981 (N.J.S.A. 40A:4-45.3m):	
Gasoline	40,000
Street Lighting	33,000
Fire Hydrant Service	10,000
Telephone	13,000
Electric and Gas	32,500
Snow Expense	25,000
Deferred Charges and Statutory Expenditures - Municipal:	
Contribution to:	
Social Security System (O.A.S.I.)	65,000
Unemployment Compensation Ins. (N.J.S.A. 43:21-3 et. seq.)	5,000
Police and Firemen's Retirement System	432,308
Public Employees Retirement System	523,457
Defined Contribution Retirement Program	4,500
Municipal Court:	
Salaries and Wages	40,000
Other Expenses	8,000
Passaic Valley Sewerage Charge	250,000
LOSAP	25,000
Maintenance of Free Public Library (Ch. 541, P.L. 1985):	
Other Expenses	160,000
Public Defender	
Salaries and Wages	3,500
Stormwater Management	4,000
Interlocal Municipal Agreements:	
Borough of Totowa – Construction Code	27,000
Borough of Woodland Park Board of Education:	
School Resource Officer	20,000
Public Information Officer:	
Salaries and Wages	10,500
Other Expenses	<u>2,250</u>
Total Operating and Deferred Charges	<u>4,980,365</u>
Capital Improvement Fund	<u>\$50,000</u>
Municipal Debt Service:	
Principal on Notes	\$108,940
Interest on Notes	92,595

Payment of Bond Principal	1,220,000
Payment on Wastewater Treatment Trust Principal	84,416
Interest on Bonds	363,313
Payment on Wastewater Treatment Trust Interest	<u>6,336</u>
Total Municipal Debt Service	<u>1,875,600</u>
Grant Total of Budget Appropriations	<u>\$6,905,965</u>
Water Utility:	
Operating:	
Salaries and Wages	175,000
Other Expenses	475,000
Deferred Charges and Statutory Expenditures:	
Contribution to Social Security System (O.A.S.I.)	15,000
Unemployment Compensation Insurance	100
Public Employees Retirement System	<u>45,000</u>
Total	<u>710,100</u>
Capital Outlay	<u>100</u>
Infrastructure Trust Fund	
Principal	28,211
Interest	2,948
Interest on Notes	68,062
Principal on Notes	<u>30,120</u>
	<u>129,341</u>
Grand Total of Water Utility Appropriations	<u>\$839,541</u>

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

- F. **Resolution R22-006, a resolution establishing Capital One, Woodland Park Office and TD North, Wayne Office, as the depositories of the Escrow Accounts.**

RESOLUTION R22-006

MOTIONED BY:
SECONDED BY:

ESCROW ACCOUNTS

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

Escrow Accounts
 Rolling Views Escrow Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor; Heather Barkenbush, Chief Financial Officer; and Sandra Olivola, Municipal Clerk.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

- G. **Resolution R22-007, a resolution establishing Capital One, Woodland Park Office, as the depository of the Dog License Fee and the Board of Health Accounts.**

RESOLUTION R22-007

MOTIONED BY:
SECONDED BY:

DOG LICENSE FEE/BOARD OF HEALTH

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 documents of the Borough of Woodland Park and that the Custodian shall be Heather Barkenbush, Chief Financial Officer:

Dog License and Fee Account
The Board of Health Secretary Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor; Heather Barkenbush, Chief Financial Officer and Sandra Olivola, Municipal Clerk.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

H. Resolution R22-008, a resolution establishing Capital One, Woodland Park Office, as the depository of the Bail Accounts/Magistrate's Court Account.

RESOLUTION R22-008

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 Marybeth Swanson, Court Administrator:

Municipal Court Bail Bond Accounts
Municipal Magistrate's Court Account

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- I. **Resolution R22-009, a resolution establishing Capital One, Woodland Park Office, as the depository of the Firemen’s Dedicated Penalty Account.**

RESOLUTION R22-009

MOTIONED BY:
SECONDED BY:

FIREMEN’S DEDICATED PENALTY 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 documents of the Borough of Woodland Park and that the Custodian shall be Heather Barkenbush, Chief Financial Officer:

Firemen’s Dedicated Penalty Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Heather Barkenbush, Chief Financial Officer; Sandra Olivola, Municipal Clerk and Michael Muccio, Fire Official.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

J. Resolution R22-010, a resolution establishing Capital One, Woodland Park Office, as the depository of the Construction Code Account.

RESOLUTION R22-010

MOTIONED BY:
SECONDED BY:

CONSTRUCTION CODE 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 Allan Burghardt:

Construction Code Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Allan Burghardt, Construction Official/Building Inspector.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

K. Resolution R22-011, a resolution establishing Capital One, Woodland Park Office, as the depository of the Tax Lien Redemption Account.

RESOLUTION R22-011

MOTIONED BY:
SECONDED BY:

TAX LIEN REDEMPTION 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 Heather Barkenbush, Chief Financial Officer:

Tax Lien Redemption Account

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor and Heather Barkenbush, Chief Financial Officer.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- L. **Resolution R22-012, a resolution establishing TD North, Wayne Office, as the depositories of the Open Space Trust Fund Account.**

RESOLUTION 22-012

MOTIONED BY:
SECONDED BY:

OPEN SPACE TRUST FUND

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

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor; Heather Barkenbush, Chief Financial Officer and Sandra Olivola, Municipal Clerk, effective January 5th, 2022.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

- M. Resolution R22-013, a resolution establishing that all purchase orders, which are to be presented for payment at a regular meeting of this Board during the year 2022, 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.**

RESOLUTION R22-013

**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 2021 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

- N. **Resolution R22-014, a resolution 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 Office in the amount of \$200.00, Christine Tiseo, Custodian; and the Woodland Park Police Department in the amount of \$100.00, Acting Chief John Uzzalino, Custodian.**

RESOLUTION R22-014

MOTIONED BY:
SECONDED BY:

ESTABLISHMENT OF ANNUAL PETTY CASH FUNDS

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 Christine Tiseo and the custodian for the Woodland Park Police Department is Acting Chief John Uzzalino 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, the Administration Office in the amount of \$200.00 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
Spinelli	✓				Kallert	✓			
DeCesare	✓				Pascrell	✓			
Gatti	✓				Mayor Kazmark	✓			
Holloway	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

- O. **Resolution R22-015, a resolution establishing change funds in the following Departments: Construction Office in the amount of \$100.00; and Municipal Court in the amount of \$150.00.**

RESOLUTION R22-015

MOTIONED BY:
SECONDED BY:

ANNUAL ESTABLISHMENT OF 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

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 reestablished 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; 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

P. Resolution R22-016, a resolution appointing Donald DeDio, Esq., as Municipal Prosecutor for calendar year 2022 in an amount not to exceed \$20,000.00.

RESOLUTION R22-016

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 15, 2021 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 7, 2021 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 Donald S. DeDio, Esq., of the firm of Dwyer Connell & Lisbona LLP, 100 Passaic Avenue, Fairfield, NJ 07004 as the Municipal Prosecutor, for the period of January 1, 2022 through December 31, 2022; and

BE IT FURTHER RESOLVED, that Donald S. DeDio, Esq., shall receive compensation in an amount not to exceed of \$20,000 and that sufficient funds are available for this service under line item 2-01-25-275-275-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

- Q. Resolution R22-017, a resolution appointing David Amanullah, Esq., as Alternate Municipal Prosecutor for calendar year 2022.

RESOLUTION R22-017

MOTIONED BY:
SECONDED BY:

**APPOINTMENT ALTERNATE
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 an Alternate Municipal Prosecutor to act as Prosecutor in the absence of the Municipal Prosecutor in the Woodland Park Municipal Court.

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 appoint David Amanullah, Esq., 116 Mt. Pleasant Ave., Woodland Park, NJ as the Alternate Municipal Prosecutor to act as Prosecutor in the absence of the Municipal Prosecutor, for calendar year 2022.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

R. Resolution R22-018, a resolution to reappoint Frank Sciro as the Borough's Public Defender for the time period January 1, 2022 through December 31, 2022.

RESOLUTION R22-018

**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 reappoint Frank Sciro, Esq., to the position of Public Defender; 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 15, 2021 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 7, 2021 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 reappoint Frank Sciro, Esq., as the Borough's Public Defender for the time period January 1, 2022 through December 31, 2022; and

BE IT FURTHER RESOLVED, that Frank Sciro, Esq., shall receive compensation in an amount not to exceed of \$14,000.00 and that sufficient funds are available for this service under line item 2-01-43-495-495-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- S. **Resolution R22-019, a resolution appointing Albert C. Buglione, Esq., as the Municipal Attorney for calendar year 2022 in an amount not to exceed \$75,000.00.**

RESOLUTION R22-019

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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, 2022 through December 31, 2022, and

BE IT FURTHER RESOLVED, that Mr. Buglione shall receive compensation as a retainer in the amount of \$6,051.76 for his attendance and advice at meetings of the Council, and shall receive other compensation, in the amount not to exceed of \$75,000 for additional legal duties performed as authorized by the Mayor and Council and that sufficient funds are available for this contract under line item 2-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- T. Resolution R22-020, a resolution appointing Alaimo Group, 2 Market Street, Paterson, New Jersey as the Municipal Engineer for calendar year 2022 in an amount not to exceed of \$26,000.00.**

RESOLUTION R22-020

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 Alaimo Group, 2 Market St., Paterson, New Jersey to the position of Municipal Engineer and his firm to support him in this capacity, for the time period January 1, 2022 through December 31, 2022, in an amount not to exceed of \$26,000.00 and that funds are available for this contract under line item 2-01-20-165-165-020, 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

- U. **Resolution R22-021, a resolution appointing the firm of Wielkotz & Company, LLC as the Municipal Auditor for calendar year 2022 in an amount not to exceed of \$71,300.00.**

RESOLUTION R22-021

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 Wielkotz & 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 of \$71,300.00 for the period January 1, 2022 through December 31, 2022 and that sufficient funds are available under line items 2-01-20-135-135-140 for \$68,000 and 2-05-55-502-502-523 for \$5,000.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

- V. **Resolution R22-022, a resolution appointing Sandra Olivola, Borough Clerk, as the Public Agency Compliance Officer for calendar year 2022.**

RESOLUTION R22-022

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 2022.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

W. Resolution R22-023, 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 2022 at a cost not to exceed of \$7,500.

RESOLUTION R22-023

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF HEALTH CARE RISK MANAGER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a, health care 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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 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 2022 in an amount not to exceed of \$7,500.00.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- X. **Resolution R22-024, 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 \$39,600.00 for the calendar year of 2022.**

RESOLUTION R22-024

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF GRANT WRITING FIRM

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 \$39,600.00 for the calendar year of 2022 and that sufficient funds are available under line item 2-01-20-100-101-023.

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 Evaluation Committee, do hereby appoint the firm 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 2022.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

- Y. **Resolution R22-025, a resolution appointing the accounting firm of Donohue, Gironda and Doria, Certified Public Accountants, 310 Broadway, Bayonne, New Jersey to provide financial services as necessary, in amount not to exceed \$30,000.00 for the calendar year of 2022.**

RESOLUTION R22-025

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 accounting firm of Donohue, Gironda 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 \$30,000.00 for the calendar year of 2022 and that sufficient funds are available under line items 2-01-20-130-130-028 and 2-05-55-502-502-523.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

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

 Heather Barkenbush, Chief Financial Officer

 January 5, 2022
 Dated

- Z. Resolution R22-026, a resolution appointing Richard Briigliodoro of the firm of Weiner Law Group, LLP as Special Tax Counsel whose services may be called upon to provide such services as the need may arise during calendar year 2022 in an amount not to exceed \$40,000.00.**

RESOLUTION R22-026

**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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 Richard Briigliodoro of the firm of Weiner, Lesniak LLP as Special Tax Counsel for calendar year 2022 in an amount not to exceed \$40,000.00, to be called upon to provide such services as the need should arise and that funds are available for this contract under line item 2-01-20-150-150-028.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

AA. Resolution R22-027, a resolution appointing the firm of Colliers Engineering and Design, 53 Frontage Road, Suite 110, Hampton, NJ 08827 as the Woodland Park Municipal Planner for the calendar year 2022 in an amount not to exceed \$30,000.00 for Municipal Planning and in an amount not to exceed \$30,000.00 for COAH related services.

RESOLUTION R22-027

**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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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, 2022 through December 31, 2022 in an amount not to exceed of \$30,000 for Municipal Planning and that sufficient funds for this are available under line item 2-01-20-155-158-020 and in an amount not to exceed of \$30,000 for COAH 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

BB. Resolution R22-028, a resolution to reappoint Angelo Lobosco as the Borough's Property and Casualty Risk Manager for the time period January 1, 2022 through December 31, 2022.

RESOLUTION R22-028

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, 2022 through December 31, 2022;

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, 2022 through December 31, 2022;

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

Dated

CC. Resolution R22-029, a resolution appointing the firm of Apruzzese, McDermout, Mastro & Murphy as Labor Counsel to address personnel matters for the calendar year 2022 in an amount not to exceed \$17,500.00.

RESOLUTION R22-029

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 15, 2021 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 7, 2021 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 the law firm of Apruzzese, McDermott, Mastro & Murphy, P.O. Box 112, Liberty Corner, NJ 07938, for the time period calendar year 2022, to provide labor and employment counsel to the Borough in an amount not to exceed of \$17,500.00 and that funds are available for these services under line item 2-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

DD. Resolution R22-030, a resolution appointing the firm of Friend & Wenzel, as Special Legal Counsel on COAH litigation for the calendar year 2022 in an amount not to exceed \$20,000.00.

RESOLUTION R22-030

**MOTIONED BY:
SECONDED BY:**

APPOINTMENT OF SPECIAL COUNSEL – COAH

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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 Friend & Wenzel, Attorneys at Law, 1000 Clifton Avenue, Clifton, NJ for the period of January 1, 2022 through December 31, 2022; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation as a retainer in the amount of \$6,100.00 and shall receive other compensation, in an amount not to exceed of \$20,000.00 and that sufficient funds are available for these services under line items 2-1-21-180-180-028 and 2-01-20-155-157-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

EE. Resolution R22-031, a resolution establishing a pool of qualified Special Projects Engineers whose services may be called upon to provide such services as the need may arise during the calendar year 2022.

RESOLUTION R22-031

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 15, 2021 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 7, 2021 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, 2022 through December 31, 2022, 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. Boswell Engineering, 330 Phillips Avenue, South Hackensack, New Jersey
- 3. Suburban Consulting Engineers, Inc., Flanders, NJ 07836
- 4. Remington Vernick, One Harmon Plaza, Suite 210, Secaucus, NJ 07094

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

FF. Resolution R22-032, a resolution to approve 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 back up licensed Sewer Operator for the period of January 1, 2022 through December 31, 2022 in an amount not to exceed of \$21,000.00.

RESOLUTION R22-032

**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 15, 2021 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 7, 2021 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, 2022 through December 31, 2022; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$21,000.00 and that funds are available for these services under line item 2-01-26-300-301-026.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

GG. Resolution R22-033, a resolution to approve 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 back up licensed Water Operator for the period of January 1, 2022 through December 31, 2022 in an amount not to exceed of \$20,000.00.

RESOLUTION R22-033

**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 15, 2021 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 7, 2021 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, 2022 through December 31, 2022; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$20,000.00 and that funds are available for these services under line item 2-05-55-502-502-523.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

HH. Resolution R22-034, a resolution 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, 2022 through December 31, 2022 in an amount not to exceed of \$30,000.00.

RESOLUTION R22-034

**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 Law, the Mayor and Council solicited proposals on November 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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, 2022 through December 31, 2022 in an amount not to exceed of \$30,000.00 and that funds are available for this contract under line item 2-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

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

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

- II. Resolution R22-035, a resolution approving a shared service agreement between the Borough of Woodland Park and the Township of Little Falls for the services of Qualified Purchasing Agent.

RESOLUTION R22-035

MOTIONED BY:
SECONDED BY:

SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH OF WOODLAND PARK AND THE TOWNSHIP OF LITTLE FALLS FOR THE SERVICE OF QUALIFIED PURCHASING AGENT

WHEREAS, the Borough of Woodland Park (Borough) desires to contract with the Township of Little Falls to provide for the services of Qualified Purchasing Agent; and

WHEREAS, the Township of Little Falls has the resources to provide all of the stated services; and

WHEREAS, the County and Woodland Park reached an agreement in accordance with N.J.S.A. 40A:65-1, *et seq.* (“Uniform Shared Services and Consolidation Act”), whereby the Township of Little Falls would provide services subject to this agreement;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby authorize the Mayor to execute the Shared Services Agreement on behalf of the Borough with the Township of Little Falls for the services of a licensed Qualified Purchasing Agent, for the time period of January 1, 2022 through December 31, 2022, in an amount not to exceed of \$5,000.00 and that sufficient funds are available under line item 2-01-20-100-101-023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

January 5, 2022

 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.

 Heather Barkenbush, Chief Financial Officer

January 5, 2022

 Dated

JJ. Resolution R22-036, a resolution by the Mayor and Council certifying that the Borough’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.”

RESOLUTION R22-036

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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

KK. Resolution R22-037, a resolution to appoint Interventions Strategies for employee assistance services in an amount not to exceed of \$7,500 for the time period January 1, 2022 through December 31, 2022.

RESOLUTION R22-037

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BOROUGH'S
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 Law, the Mayor and Council solicited proposals on November 15, 2021 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 7, 2021 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 Interventions Strategies for employee assistance services in an amount not to exceed of \$7,500 for the time period January 1, 2022 through December 31, 2022 and that sufficient funds for this service are available under line item 2-01-20-100-101-023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
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.

Heather Barkenbush, Chief Financial Officer

January 5, 2022
Dated

LL. Resolution R22-038, a resolution awarding a contract to Municipal Inspection Corporation, Bayonne, NJ, to serve as the Borough's Elevator Sub-Code Official, in an amount not to exceed of \$20,000.00 for the period of January 1, 2022 through December 31, 2022.

RESOLUTION R22-038

**MOTIONED BY:
SECONDED BY:**

**AWARD OF CONTRACT
ELEVATOR SUB-CODE OFFICIAL**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have determined that there is a need to secure the services of a New Jersey State licensed Elevator Sub-Code Official to inspect the some ninety-six (96) elevators within the Borough; and

WHEREAS, as required by N.J.A.C. 5:23-4.13 (c), the designated Sub-code official shall serve as the responsible official and representative of the on-site agency who is authorized to review and approve all documents related to the administration of the Elevator Sub-code; 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 15, 2021 for this position; and

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

WHEREAS, this proposal was opened on December 7, 2021 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 award a contract for the time period retroactive from January 1, 2022 through December 31, 2022 to Municipal Inspection Corporation, 183 W. 4th Street, Bayonne, NJ 07002, to serve as the Borough's Elevator Sub-Code Official, in an amount not to exceed of \$20,000.00.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022

Dated

I, Heather Barkenbush, Certified Municipal Finance Officer, for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available in Account No. 2-01-22-195-200-020 to award this contract.

Heather Barkenbush, Chief Financial Officer

January 5, 2022

Dated

MM. Resolution R22-039, a resolution to award a contract to Action Data Services, 17, Sherwood Lane, Fairfield, NJ for payroll and accounting services to process employee payroll in an amount not to exceed of \$35,000.00.

RESOLUTION R22-039

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 for the period of January 1, 2022 through December 31, 2024 with a one-year extension; 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

 Sandra Olivola, Municipal Clerk

 January 5, 2022
 Dated

NN. Resolution R22-040, a resolution to authorizing the Borough to renew its participation in the North Jersey Municipal Employee Benefits Fund for the provision of Health Insurance.

RESOLUTION R22-040

MOTIONED BY:
SECONDED BY:

**NORTH JERSEY MUNICIPAL EMPLOYEE BENEFITS FUND
RENEWAL RESOLUTION**

WHEREAS, a number of public entities in the State of New Jersey have joined together to form the **North Jersey Municipal Employee Benefits Fund**, hereafter referred to as "FUND", as permitted by N.J.S.A. 11:15-3, 17:1-8.1, and 40A:10-36 et seq.; and

WHEREAS, the FUND was approved to become operational by the Departments of Insurance and Community Affairs and has been operational since that date; and

WHEREAS, the statutes and regulations governing the creation and operation of a joint insurance fund, contain certain elaborate restrictions and safeguards concerning the safe and efficient administration of the public interest entrusted to such a FUND; and

WHEREAS, the governing body of the Borough of Woodland Park, hereinafter referred to as "LOCAL UNIT" has determined that membership in the FUND is in the best interest of the LOCAL UNIT.

NOW, THEREFORE, BE IT RESOLVED that the governing body of the LOCAL UNIT hereby agrees as follows:

- i. Become a member of the FUND for the period outlined in the LOCAL UNIT's Indemnity and Trust Agreements.
- ii. Will participate in the following type (s) of coverage (s):
 - a.) Health Insurance as defined pursuant to N.J.S.A. 17B:17-4, the FUND's Bylaws, and Plan of Risk Management.
- iii. Adopts and approves the FUND's Bylaws.
- iv. Execute an application for membership and any accompanying certifications.

BE IT FURTHER RESOLVED that the governing body of the LOCAL UNIT is authorized and directed to execute the Indemnity and Trust Agreement and such other documents signifying membership in the FUND as required by the FUND's Bylaws, and to deliver these documents to the FUND's Executive Director with the express reservation that these documents shall become effective only upon:

- i. Approval of the LOCAL UNIT by the FUND.
- ii. Receipt from the LOCAL UNIT of a Resolution accepting assessment.
- iii. Approval by the New Jersey Department of Insurance and Department of Community Affairs.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

OO. Resolution R22-041, a resolution to approve the actions noted in the Consent Agenda, items A. through NN., be and are hereby approved and the proper officers are directed to take necessary actions on same.

RESOLUTION R22-041

**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 NN., 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

14. Collector/Treasurer Report:

CFO, Heather Barkenbush recommends authorization for payment:

Authorize payment of the 01/15/2022 regular and miscellaneous payroll estimated at \$491,000.00.

15. Department Reports:

1. Millennium Strategies Year End Activity Report of December 22, 2021.
2. Fire Prevention Monthly Report for December 2021.
3. Fire Prevention Yearly Report for 2021.

16. New Business:

A. Introduction of Borough Ordinance 22-01

B. Resolution R22-043, a resolution to introduce Ordinance 22-01, ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 21-35 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 2022.

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 19th day of January, 2022, 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

C. Introduction of Borough Ordinance 22-02

D. Resolution R22-044, a resolution to introduce Ordinance 22-02, ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 21-35 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND EMPLOYEES HOURLY AND OTHER FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2022.

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 19th day of January, 2022, 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
Spinelli					Kallert				
DeCesare					Pascrell				
Gatti					Mayor Kazmark				
Holloway									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 5th day of January, 2022. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 5, 2022
Dated

17. Adjournment:

**Sandra Olivola, RMC
Municipal Clerk**