

**WOODLAND PARK MUNICIPAL COUNCIL  
AGENDA FOR REGULAR MEETING OF  
SEPTEMBER 21, 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 5, 2022 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. **Presentations:**
5. **Public Hearing:**
6. **Approval of Minutes:**
  - **Regular Meeting of July 20, 2022**
  - **Regular Meeting of August 17, 2022**
7. **Council Comments:**
8. **Mayor's Report:**
9. **Municipal Attorney's Report:**
10. **Consent Agenda:**

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

- A. Resolution R22-221, a resolution rescinding resolution R22-210 authorizing change order #1 and amending the contract with Cifelli & Son, Inc., 81 Franklin Avenue, Nutley, NJ 07110, for the FY2020 CDBG Project West 36<sup>th</sup> Street Improvements reducing the contract by 13.58% in an amount of \$32,455.33, in an amount not to exceed of \$206,544.67.

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-221**

**MOTIONED BY:**  
**SECONDED BY:**

**RESCINDING RESOLUTION R22-210  
FY2020 CBDG PROJECT  
WEST 36<sup>th</sup> STREET - CHANGE ORDER #1**

**WHEREAS**, on May 18, 2022, the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey awarded a contract to Cifelli & Son, Inc. 81 Franklin Avenue, Nutley, NJ 00710, for the FY2020 CDBG Project West 36<sup>th</sup> Street and Newby Avenue in an amount not to exceed \$239,0000.00; and

**WHEREAS**, On August 12, 2022 submitted Estimate #1 and Change Order #1 representing contract quantities to actual field quantities, which decreases the contract by 13.58% in the amount of \$32,455.33 for a total amount not to exceed of \$206,544.67; and

**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 rescind resolution R22-210 and amend the contract with Cifelli & Son, Inc. 81 Franklin Avenue, Nutley, NJ 00710, for the FY2020 CDBG Project West 36<sup>th</sup> Street and Newby Avenue Project in an amount not to exceed of \$206,544.67.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 2022

Dated

**B. Resolution R22-222, a resolution rescinding resolution 22-211 authorizing change order #1 and amending the contract with Cifelli & Son, Inc., 81 Franklin Avenue, Nutley, NJ 07110, for the FY2021 CDBG Project Newby Avenue Improvements reducing the contract by 22.56% in the amount of \$21,451.94, in an amount not to exceed of \$185,092.73.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-222**

**MOTIONED BY:  
SECONDED BY:**

**RECINDING RESOLUTION R22-211  
FY2021 CBDG PROJECT  
NEWBY AVENUE - CHANGE ORDER #2**

**WHEREAS**, on May 18, 2022, the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey awarded a contract to Cifelli & Son, Inc. 81 Franklin Avenue, Nutley, NJ 00710, for the FY2021 CDBG Project Newby Avenue in an amount not to exceed \$239,0000.00; and

**WHEREAS**, On August 12, 2022 submitted Estimate #2 and Change Order #2 as to FY 2021 CDBG Program Newby Avenue Improvements representing contract field quantities adjustments resulting in a decrease in the contract by 22.56% in the amount of \$21,451.94 for a total amount not to exceed of \$185,092.73; and

**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 rescind resolution R22-211 and amend the contract with Cifelli & Son, Inc. 81 Franklin Avenue, Nutley, NJ 00710, for the FY2021 CDBG Project Newby Avenue Improvements in an amount not to exceed of \$185,092.73.

Record of Mayor and Council Vote on Passage

|           | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|-----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascarell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane  |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare  |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti     |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 2022

Dated

C. Resolution R22-223, a resolution amending resolution R22-026 authorizing the appointment of Special Tax Counsel Richard Briigliodoro of the firm of Weiner, Lesniak LLP as Special Tax Counsel for the calendar year 2022 in an amount not to exceed \$45,000.00.

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-223  
AMENDING RESOLUTION R22-026  
APPOINTMENT OF SPECIAL TAX COUNSEL**

**MOTIONED BY:  
SECONDED BY:**

**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;

**WHEREAS**, due to recent tax appeal settlements there is a need to increase the contract amount by \$5,000.00;

**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 \$45,000.00, 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 |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 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

\_\_\_\_\_  
September 21, 2022  
Dated

**D. Resolution R22-224, a resolution to confirm an emergency made by the Superintendent of Public Works and award a contract to Premier Asphalt Services, LLC, 55 Madison Ave., Morristown, NJ 07860 in the amount not to exceed of \$43,500.00.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-224**

**DECLARATION OF EMERGENCY  
EMERGENCY PURCHASE**

**WHEREAS**, on August 21, 2022, the Woodland Park Water Utility experienced a water main break on Williams Drive within the Borough; and

**WHEREAS**, the Woodland Park Department of Public Works personnel responded to address this emergency; and

**WHEREAS**, due to the elevated pressure within the system the water lifted the center of the roadway up substantially causing an unsafe condition, requiring a need to mill and pave the damaged roadway; and

**WHEREAS**, the Borough is in receipt of three quotes from Randazzo Paving Inc., 2611 South Clinton Avenue, South Plainfield, NJ 07080, NVN Paving, 431 Wagaraw Rd., Fairlawn, NJ 07410 and Premier Asphalt Services, LLC, 55 Madison Ave., Morristown, NJ 07860; and

**WHEREAS**, Premier Asphalt Services, LLC, 55 Madison Ave., Morristown, NJ 07860 is readily available and gave the best price of \$35,000.00 for their work effort;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby confirm the emergency made by the Superintendent of Public Works and confirm payment in the amount not to exceed of \$43,500.00 to Premier Asphalt Services, LLC, 55 Madison Ave., Morristown, NJ 07860; and

**BE IT FURTHER RESOLVED**, that the payment to Premier Asphalt Services, LLC will be paid out of account number C-04-21-014-000-901.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

September 21, 2022  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, CMFO

September 21, 2022  
Dated

E. Resolution R22-225, a resolution to authorize payment to Mrs. Mary Beth Swanson in the amount of \$1,977.02 representing unused Vacation and Compensation time, pursuant to the International Brotherhood of Electrical Workers A.F.L.-C.I.O., Union Local 1158 (I.B.E.W.) contracts.

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-225**

**MOTIONED BY:  
SECONDED BY:**

**MARY BETH SWANSON  
BENEFIT TIME PAYOUT**

**WHEREAS**, Mrs. Mary Beth Swanson had informed the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey of her desire to resigned from the Borough of Woodland Park effective July 22, 2022; and

**WHEREAS**, in compliance with the International Brotherhood of Electrical Workers A.F.L.-C.I.O., Union Local 1158 (I.B.E.W.) contract, the Borough of Woodland Park has agreed to pay Mrs. Swanson the amount of \$1,977.02, to be paid in one lump sum representing unused Vacation days and Compensation time;

**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 payment to Mrs. Swanson in the amount of \$1,977.02 representing unused Vacation and Personal Days, pursuant to the Department of Public Works and Managements contracts.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> day of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola Municipal Clerk

September 21, 2022  
\_\_\_\_\_  
Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this retirement payout under line item 2-01-43-490-491-010.

\_\_\_\_\_  
Heather Barkenbush, CMFO

September 21, 2022  
\_\_\_\_\_  
Dated

**F. Resolution R22-226, a resolution increasing the payment to eligible volunteers under the tax deferred LOSAP Program to \$1,635.00, effective with the calendar year 2021 to be paid in 2022.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-226**

**MOTIONED BY:  
SECONDED BY:**

**AMENDING LOSAP PROGRAM  
WEST PATERSON FIRST AID SQUAD  
WEST PATERSON FIRE DEPARTMENT**

**WHEREAS**, the voters of the Borough of Woodland Park, by referendum, voted to initiate a Length of Service Award Program (LOSAP) for the members of the West Paterson Volunteer Fire Department and First Aid Squad on November 2, 1999; and

**WHEREAS**, it was voted upon that each volunteer firefighter/first aid squad member that performs that minimum amount of service will have \$1,589.00 deposited into a tax deferred income account that will earn interest for the volunteer; and

**WHEREAS**, on July 21, 2022, by resolution, the amount of the tax deferred income was increased to \$1,635.00;

**NOW BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby amends the amount of tax deferred income to be increased to \$1,648.00 effective with the calendar 2021 year to be paid in 2022.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 2022  
Dated

**G. Resolution R22-227, a resolution authorizing the disbursement of \$82,400.00 to be paid to VALIC who will in turn invest \$1,648.00 for each of the eligible West Paterson Volunteer Firefighters and the West Paterson First Aid Squad Members who have met the requirements of the LOSAP program.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-227**

**MOTIONED BY:  
SECONDED BY:**

**LOSAP AWARD  
WEST PATERSON FIRST AID SQUAD  
WEST PATERSON FIRE DEPARTMENT**

**WHEREAS**, the voters of the Borough of Woodland Park, by referendum, voted to initiate a Length of Service Award Program (LOSAP) for the members of the West Paterson Volunteer Fire Department and First Aid Squad on November 2, 1999; and

**WHEREAS**, it was voted upon that each volunteer firefighter/first aid squad member that performs the minimum amount of service will have \$1,648.00 deposited into a tax deferred income account that will earn interest for the volunteer; and

**WHEREAS**, on September 21, 2022, by resolution, the amount of the tax deferred income was increased to \$1,648.00;

**WHEREAS**, the Mayor and Council are in receipt of a list of members of the West Paterson Fire Company Nos. 1, 2 and 3, and the West Paterson First Aid Squad who have met the requirements of LOSAP in order to qualify for full disbursement of the same;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby authorize the disbursement of \$84,048.00 to be paid to VALIC who will, in turn, disburse \$1,648.00 to each of the West Paterson Volunteer Firefighters and the West Paterson First Aid Squad Members on the attached list, who have met the requirements of the LOSAP program.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 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 line item 2-01-25-265-267-150 to make this purchase.

\_\_\_\_\_  
Heather Barkenbush, CMFO

\_\_\_\_\_  
September 21, 2021  
Dated

**H. Resolution R22-228, a resolution to approve the hiring of Before and After Care staff beginning on September 6, 2022 through to the conclusion of the school year to June 2023.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-228**

**MOTIONED BY:  
SECONDED BY:**

**HIRING OF STAFF FOR THE  
BEFORE AND AFTER CARE PROGRAM**

**WHEREAS**, the Recreation Department of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in need of hiring Before and After Care Program staff for the school year beginning on September 6, 2022 through the conclusion of the school year in June of 2023; and

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

|                           |         |                       |
|---------------------------|---------|-----------------------|
| Beatrice Gilmore/Memorial | \$15.00 | Guy, Nasir            |
| Charles Olbon             | \$15.00 | Francesca Inzone      |
| Charles Olbon             | \$15.00 | Francesca Inzone      |
| Beatrice Gilmore/Memorial | \$15.00 | Kelsey Reynoso        |
| Charles Olbon             | \$15.00 | Jenna Cuntrera        |
| Beatrice Gilmore/Memorial | \$15.00 | Wedad Abdeljabbar     |
| School 1                  | \$15.00 | Shawn Lazzette Upshaw |

**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 the Recreation Department to hire the above individuals as staff for the 2022-2023 Before and After Care beginning on September 6, 2022 to the end of the school year in June 2023.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a special meeting held on the 21<sup>st</sup> day of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 2022  
Dated

- I. Resolution R22-229, a resolution to award a contract to Alaimo Group located at 2 Market Street, Paterson, NJ 07501 for Design Services for the Browertown Road Streetscape Project in the amount not to exceed of \$51,000.00.

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-229**

**MOTIONED BY:**  
**SECONDED BY:**

**CONTRACT AWARD FOR DESIGN SERVICES  
BROWERTOWN ROAD STREETScape PROJECT**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to award a contract for Professional and Design services for the Browertown Streetscape Project extending from Hromiak Terrace to Lackawanna Avenue; and

**WHEREAS**, Alaimo Group has supplied a quotation in the amount of \$51,000.00 to provide such services; and

**WHEREAS**, sufficient funds are available from account number C-04-22-012-000-920;

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby award a contract to Alaimo Group located at 2 Market Street, Paterson, NJ 07501 for Design Services for the Browertown Road Streetscape project in the amount not to exceed of \$51,000.00.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> day of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola Municipal Clerk

\_\_\_\_\_  
September 21, 2022  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, CMFO

\_\_\_\_\_  
September 21, 2022  
Dated

**J. Resolution R22-230, a resolution certifying to the Local Finance Board of the State of New Jersey, that all members of the Governing Body of Woodland Park are in receipt of a copy of the 2021 Annual Audit and have personally reviewed at a minimum the Annual Report of Audit, specifically the sections of the Annual Audit entitled “Comments and Recommendations,” as evidenced by the Group Affidavit attested to by the members of the Governing Body.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-230**

**MOTIONED BY:  
SECONDED BY:**

**GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT**

**WHEREAS**, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

**WHEREAS**, the Annual Report of Audit for the year 2021 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and

**WHEREAS**, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and

**WHEREAS**, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations”, and,

**WHEREAS**, the members of the governing body have personally reviewed at a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations”, as evidenced by the Group Affidavit Form of the Governing Body attached hereto; and

**WHEREAS**, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and

**WHEREAS**, all members of the Governing Body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

**WHEREAS**, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local Governing Body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

**NOW, THEREFORE BE IT RESOLVED**, That the Mayor and Council of the Borough of Woodland Park hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

\_\_\_\_\_  
September 21, 2022  
Dated

**2021 AUDIT CORRECTIVE ACTION PLAN**

**Finding/Condition #1:** In one instance bids were not received for a purchase that exceeded the bid threshold.

**Recommendation** –That bids be received on all purchases that exceed the bid threshold.

**Corrective Action:** In one instance a purchase was initiated for banners. The order was changed mid processing which pushed the price to just over the bid threshold. We are now using the controls in our finance software package, which sets bid threshold limits in order to prevent this from happening in the future.

**Implementation date:** September 21, 2022

**K. Resolution R22-231, a resolution to approve the purchase of a base model FS19VC07 – Custom Chasis Pumper truck to replace the current 2001 Pumper Truck available from Pierce Manufacturing Inc., 2600 American Drive, Appleton, Wisconsin, 54912-2017 at a cost of \$863,717.58 through the Houston – Galveston Area Council (HGACBuy) and that the Mayor is hereby authorized to execute all documents relative to this matter.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-231**

**MOTIONED BY: Councilwoman Kallert  
SECONDED BY: Councilman DeCesare**

**CONTRACT AWARD  
FIRE DEPARTMENT PUMPER TRUCK**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park desire to replace the current 2001 Fire Department’s Pumper Truck due to its age and ever increasing costs for maintenance and repair; and

**WHEREAS**, a Pumper Truck of desired quality and required features is available from Fire and Safety Services of Pierce Manufacturing Inc., (Pierce) 2600 American Drive, Appleton, Wisconsin, 54912-2017, at a cost of \$863,717.58, through the Houston – Galveston Area Council (HGACBuy) of which the Borough is a member; and

**WHEREAS**, the HGACBuy is a local unit of government, a national cooperative purchasing program, that permits the Borough to purchase through this cooperative, subject to conditions set forth by the Department of Community Affairs, Division of Local Government Services, without formal bidding; and

**WHEREAS**, the above stated cost includes a discount \$16,175.08 based on a pre-payment (\$448,518.51) for the chassis approximately six (6) months prior to the delivery of the completed apparatus; and

**WHEREAS**, in compliance with N.J.S.A. 52:34-62, Pierce Manufacturing Inc. has provided its: New Jersey Business Registration Certificate; Statement of Corporate Ownership; Public Contract EEO Compliance; a non-collusion affidavit; Pay to Play/Political Contributions Certification; and Iranian Banking certification in its proposal; and

**WHEREAS**, the Borough’s Purchasing Agent has reviewed the pricing for this truck and after consideration of all the factors has determined that the purchase of this truck from Pierce through the HGACBuy is the most cost effective and efficient means available to the Borough; and

**WHEREAS**, the Borough’s Purchasing Agent has taken the following steps to arrive at that conclusion: comparison of NJ State contract pricing compared to the cost provided by HGSCBuy; the ability to avoid cost and time involved in the procurement process (hearings, advertisements, printing, attorney fees, etc.); vendor discount for pre-payment; quality of the product; available features; and elimination of potential vendor challenges; and

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby awards a contract to Fire and Safety Services of Pierce Manufacturing Inc., 2600 American Drive, Appleton, Wisconsin, 54912-2017, at a cost of \$863,717.58 for a new base model FS19VC07 – Custom Chasis Pumper truck with listed additions and modifications; and

**BE IT FURTHER RESOLVED**, that the Mayor and Council authorizes a pre-payment in the amount of \$448,518.51 for the chassis approximately six (6) months prior to the delivery of the completed apparatus in order to save \$16,175.08 in accordance with NJSA 40A:5-16 (c) (1); and

**BE IT FURTHER RESOLVED**, that the Mayor is hereby authorized to execute all documents relative to this matter.

Record of Mayor and Council Vote on Passage

|          | AYE | NAY | Abstain | Absent |               | AYE | NAY | Abstain | Absent |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola, Municipal Clerk

September 21, 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 line item C-04-22-013-000-901 to make this purchase.

\_\_\_\_\_  
Heather Barkenbush, CMFO

September 21, 2021

Dated

**L. Resolution R22-232, a resolution to approve the actions noted in the Consent Agenda, items A. through K., be and are hereby approved and the proper officers are directed to take necessary action on same.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R22-232**

**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. through K., 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 |
|----------|-----|-----|---------|--------|---------------|-----|-----|---------|--------|
| Pascrell |     |     |         |        | Holloway      |     |     |         |        |
| Chaabane |     |     |         |        | Kallert       |     |     |         |        |
| DeCesare |     |     |         |        | Mayor Kazmark |     |     |         |        |
| Gatti    |     |     |         |        |               |     |     |         |        |

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 21<sup>st</sup> day of September, 2022. Signed and sealed before me.

\_\_\_\_\_  
Sandra Olivola Municipal Clerk

\_\_\_\_\_  
September 21, 2022  
Dated

**11. Collector/Treasurer Report:**

CMFO, Heather Barkenbush authorization for payment:

Authorize payment of the regular and miscellaneous payroll of 9/30/2022 estimated at is \$360,000.00.

Payment of bills from voucher list of 09/21/2022 totaling \$2,971,757.19.

**12. Department Reports:**

1. Zoning Board of Adjustment Resolution Memorialization Docket No. 22-008 and 22-009
2. Summary Budget Status Report of September 15, 2022

**13. Old Business:**

**14. Executive Session:**

**15. Adjournment:**

**Sandra Olivola, RMC  
Municipal Clerk**