

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR THE 2024 RE-ORGANIZATION MEETING
JANUARY 3, 2024**

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 4, 2023 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. **Swearing In: Assistant Fire Chief Michael Herrmann**

5. **Public Hearing**

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

- **ROLL CALL:**

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

- **ROLL CALL:**

6. **Appointment of New Council Member**

MOTION: Nomination of new Council Member _____ by _____, seconded by _____.

- **ROLL CALL:**

7. **Selection of Council President by the Council**

NOMINATION: Nomination for Council President for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

- **Swearing in of Council President**

8. **Recognition of the 2024 Officers of the West Paterson First Aid Squad**

9. **Recognition of the 2024 Officers of the West Paterson Fire Department**

10. **Council Comments**

11. **Mayor's Comments**

12. **Professional, Board and Commission Appointments**

APPOINTMENT: Appointment of Department Heads & Unclassified at will employees for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

- **Swearing in Department Heads & Unclassified at will employees**

APPOINTMENT: Appointment of Prosecutor Dominick Stampone for 2024 by _____, Seconded by _____.

- **ROLL CALL:**
- **Swearing in of Prosecutor**

APPOINTMENT: Appointment of Public Defender Alex Cirocco for 2024 by _____, Seconded by _____.

- **ROLL CALL:**
- **Swearing in of Public Defender**

APPOINTMENT: Appointment for All Professional Appointments for 2024 by _____, Seconded by _____.

- **ROLL CALL:**
- **Swearing in of all Appointed Professionals**

APPOINTMENT (Mayor): Appointment for Mayor's Delegate to the Planning Board for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

APPOINTMENT (Mayor): Appointment for Municipal Officer to the Planning Board for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Council): Nomination from Council for Planning Board Representative for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Council): Nomination from Council for Board of Adjustment Members for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Mayor): Nomination of Board of Health Members for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Mayor): Nomination of Library Board Members for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Mayor): Nomination of Passaic Valley Flood Control Board and Facility for 2024 by _____, Seconded by _____.

- **ROLL CALL:**

NOMINATION (Mayor): Nomination of Emergency Preparedness members for 2024 by _____, Seconded by _____.

- **ROLL CALL:**
- **Swearing in of all appointments**

MOTION (Mayor): Nomination of Police Guard Kimberly Frank for 2024 by _____, Seconded by _____.

- ROLL CALL:

MOTION (Gov. Body): appointment by Governing Body of Special Police Officers for 2024 by _____, Seconded by _____.

- ROLL CALL:

MOTION (Mayor): Nomination of Constable Timothy Bargiel for 2024 by _____, Seconded by _____.

- ROLL CALL:

MOTION (Mayor): Nomination of Constable Martin Gauger for 2024 by _____, Seconded by _____.

- ROLL CALL:

MOTION (Mayor): Nomination of Police Chaplain Joel La Torre for 2024 by _____, Seconded by _____.

- ROLL CALL:

- Swearing in of appointments

13. Mayor's Assignment of Committees

14. 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 R24-001, a resolution establishing the regular meeting schedule of the Mayor and Council for calendar year 2024 and the declaration of the official newspapers.**
- B. Resolution R24-002, a resolution re-establishing TD Bank, Capital One Bank and NJ Cash Management Fund serve as the cash management plan for depositing and investing the Borough's funds.**
- C. Resolution R24-003, a resolution re-establishing Capital One, Woodland Park Office, as the depository for the Current Accounts.**
- D. Resolution R24-004, a resolution re-establishing the Borough's Temporary Budget for 2024, in an amount of \$7,017,844 and establishing the Water Utility's Temporary Budget for 2024, in an amount of \$802,998.**
- E. Resolution R24-005, a resolution re-establishing Capital One, Woodland Park Office, as the depository of the Bail Accounts/Magistrate's Court Account.**
- F. Resolution R24-006, a resolution re-establishing TD North, Wayne Office, as the depositories of the Open Space Trust Fund Account.**
- G. Resolution R24-007, a resolution re-establishing that all purchase orders, which are to be presented for payment at a regular meeting of this Board during the year 2024, shall be presented within thirty days of the delivery of merchandise or service to the Municipal Clerk on or before 4:00 PM on Thursday preceding the regular meeting of the month at which they are to be passed upon.**

- H. Resolution R24-008, a resolution re-establishing the annual petty cash funds for the following: Alfred H. Baumann Free Public Library in the amount of \$150.00, Linda Hoffman, Custodian; Administration Petty Cash in the amount of \$200.00, Municipal Clerk Sandra Olivola, Custodian and the Woodland Park Police Department in the amount of \$100.00, Chief John Uzzalino, Custodian.
- I. Resolution R24-009, a resolution re-establishing change funds in the following Departments: Construction Code Office in the amount of \$100.00 and Municipal Court in the Amount of \$150.00.
- J. Resolution R24-010, a resolution re-establishing change funds in the following Departments: Administration Office in the amount of \$100.00 and Recycling Department in the Amount of \$100.00.
- K. Resolution R24-011, a resolution appointing Domenick Stampone, Esq., as Municipal Prosecutor for calendar year 2024 in an amount not to exceed \$20,000.00.
- L. Resolution R24-012, a resolution to reappoint Alex Cirocco, Esq. as the Borough's Public Defender for the calendar year 2024 in an amount not to exceed 14,000.00.
- M. Resolution R24-013, a resolution appointing Albert C. Buglione, Esq., as the Municipal Attorney for calendar year 2024 in an amount not to exceed \$80,000.00.
- N. Resolution R24-014, a resolution appointing Boswell Engineering, 330 Phillips Avenue, Hackensack, New Jersey 07606 as the Municipal Engineer for calendar year 2024 in an amount not to exceed of \$50,000.00.
- O. Resolution R24-015, a resolution appointing the firm of Wielkocz & Company, LLC as the Municipal Auditor for calendar year 2024 in an amount not to exceed of \$102,000.00.
- P. Resolution R24-016, a resolution appointing Sandra Olivola, Borough Clerk, as the Public Agency Compliance Officer for calendar year 2024.
- Q. Resolution R24-017, 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 2024 at a cost not to exceed of \$10,900.
- R. Resolution R24-018, a resolution appointing the firm of Millennium Strategies, 60 Columbia Road, Morristown, New Jersey to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$43,200.00 for the calendar year of 2024.
- S. Resolution R24-019, 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 \$20,000.00 for the calendar year of 2024.
- T. Resolution R24-020, a resolution appointing Joseph F. Ranieri, Esq. of the firm of Weiner Lesniak, LLP as Special Tax Counsel whose services may be called upon to provide such services as the need may arise during calendar year 2024 in an amount not to exceed \$52,000.00.
- U. Resolution R24-021, 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 2024 in an amount not to exceed \$25,000.00 for Municipal Planning and in an amount not to exceed \$30,000.00 for COAH related services.
- AA. Resolution R24-022, a resolution to reappoint Angelo Lobosco as the Borough's Property and Casualty Risk Manager for the time period January 1, 2024 through December 31, 2024.
- BB. Resolution R24-023, a resolution appointing the firm of Apruzzese, McDermout, Mastro & Murphy as Labor Counsel to address personnel matters for the calendar year 2024 in an amount not to exceed \$17,500.00.

- CC. Resolution R24-024, a resolution appointing the firm of Friend & Wenzel, as Special Legal Counsel on COAH litigation for the calendar year 2024 in an amount not to exceed \$20,000.00.
- DD. Resolution R24-025, a resolution based on the Evaluation Committee to appoint a pool of Engineering firms qualified for Special Projects Engineers whose services may be called upon to provide such services as the need may arise during the calendar year 2024.
- EE. Resolution R24-026, 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, 2024 through December 31, 2024 in an amount not to exceed of \$21,000.00.
- FF. Resolution R24-027, 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, 2024 through December 31, 2024 in an amount not to exceed of \$30,000.00.
- GG. Resolution R24-028, 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, 2024 through December 31, 2024 in an amount not to exceed of \$30,000.00.
- LL. Resolution R24-029, 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.
- JJ. Resolution R24-030, a resolution to appoint Intervention Strategies for employee assistance services in an amount not to exceed of \$7,500 for the time period January 1, 2024 through December 31, 2024.
- KK. Resolution R24-031, 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 \$24,000.00 for the period of January 1, 2024 through December 31, 2027.
- MM. Resolution R24-032, a resolution to authorize the Mayor to re-appoint Heather Barkenbush, CMFO/Treasurer as the Borough Certified Municipal Finance Officer recognize and confer tenure of office upon Certified Municipal Finance Officer Heather Barkenbush.
- NN. Resolution R24-033, 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.

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

- ROLL CALL:

15. Collector/Treasurer Report:

CMFO, Heather Barkenbush recommends authorization for payment:

Authorize payment of the 01/15/2024 regular and miscellaneous payroll estimated at \$430,000.00.

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

- ROLL CALL

Payment of bills from voucher list of 12/25/2024 totaling \$124,253.59.

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

- ROLL CALL:

16. Department Reports:

1. Fire Prevention Report for December 2023 and the yearly report dated January 3, 2023
2. Summary Budget Status Report of December 28, 2023

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

- **ALL IN FAVOR:**

17. Old Business:

18. New Business:

A. Introduction of Borough Ordinance 24-01

- B. Resolution R24-034, a resolution to introduce Ordinance 24-01, AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 23-22 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND EMPLOYEES MANAGEMENT AND OTHER FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY NEW JERSEY FOR THE YEAR 2024.**

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 24-01, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

MOTION: Motion to Introduce Ordinance 24-01 by _____, seconded by_____.

- **ROLL CALL**

C. Introduction of Ordinance 24-02

- D. Resolution R24-035 a resolution to introduce ordinance 24-02 AN ORDINANCE TO AMEND AND UPDATE SECTION § 4-15. PRIVATE EMPLOYMENT OF OFF-DUTY POLICE OFFICERS**

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 24-03, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

MOTION: Motion to Introduce Ordinance 24-02 by _____, seconded by_____.

- **ROLL CALL:**

19. Adjournment:

**Sandra Olivola, RMC
Municipal Clerk**

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-001**

MOTIONED BY:
SECONDED BY:

2024 COUNCIL MEETING DATES

WHEREAS, in accordance with the Open Public Meeting Law, P.L. 1975, C. 231, the Municipal Council of the Borough of Woodland Park must set forth in an Annual Notice a schedule of its meetings for the year 2024.

NOW, THEREFORE BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that this Council shall meet during the year 2023 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:

2024 Regular Meetings

January	3 rd (Re-Org.) & 24 th	
February	7 th & 21 st	
March	6 th & 20 th	
April	3 rd & 17 th	
May	1 st & 15 th	(May 15 th Youth Council Meeting)
June	5 th & 19 th	
July	24 th	
August	14 th	
September	4 th & 18 th	
October	2 nd & 16 th	
November	6 th & 27 th	(November 27 th start time is 5pm)
December	4 th & 18 th	

2025 Reorganization Meeting

January 8th

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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-002**

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 2024, the following shall serve as the cash management plan:

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

TD Bank
Capital One Bank
NJ Cash Management Fund

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

CHIEF FINANCIAL OFFICER
MAYOR
BUSINESS ADMINISTRATOR

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

WHEREAS, the following are authorized as suitable investments:

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

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

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

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

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-003**

**MOTIONED BY:
SECONDED BY:**

DEPOSITORIES FOR CURRENT ACCOUNTS

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

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

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-004**

MOTIONED BY:

SECONDED BY:

2024 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 2024 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, 2024; and

WHEREAS, the total appropriation in the 2023 Budget, exclusive of any appropriations made for interest and principal of Debt, Capital Improvement Fund, and for Public Assistance (Relief), is the sum of \$19,520,155; and

WHEREAS, 26.25% of the total appropriation of the 2023 Budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, and for Public Assistance (Relief), in said 2023 Budget is the sum of \$5,124,044; and

WHEREAS, the total appropriations in the 2023 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt Service and the Capital Improvement Fund, is the sum of \$2,659,550; and

WHEREAS, 26.25% of the total appropriations of the 2023 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt and Capital Improvement Fund in said 2023 Budget is \$697,600; 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 \$130,000

Other Expenses 47,100

Mayor and Council

Salaries and Expenses 16,000

Elections:

Other Expenses 4,000

Financial Administration:

Salaries and Wages 40,000

Other Expenses:

Annual Audit 20,000

Miscellaneous Other Expenses 21,500

Assessment of Taxes:

Salaries and Wages 7,500

Other Expenses 23,000

Collection of Taxes:

Salaries and Wages 15,000

Other Expenses 6,500

Liquidation of Tax Title Liens:

Other Expenses \$0

Legal Services and Costs:

Other Expenses 40,000

Planner 9,000

Municipal Prosecutor:

Salaries and Wages 5,400

Engineering Services and Costs:

Other Expenses 14,000

Public Buildings and Grounds:	
Salaries and Wages	15,000
Other Expenses	15,000
Planning Board Municipal Land Use Act:	
Salaries and Wages	2,500
Other Expenses	2,400
Board of Adjustment Municipal Land Use Act:	
Salaries and Wages	1,000
Other Expenses	2,000
Insurance:	
Group Insurance Plans for Employees	500,000
Other Insurance Premiums	350,000
Health Benefits and Waiver	17,000
Public Safety:	
Fire:	
Other Expenses:	
Clothing Allowance	2,000
Miscellaneous Expenses	35,000
Uniform Fire Safety Act (Ch. 383, P.L. 1983):	
Fire:	
Salaries and Wages	12,000
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	1,280,000
Miscellaneous Other Expenses	72,000
First Aid Organization:	
Contribution	6,000
State Uniform Construction Code:	
Sub-Code Official:	
Construction Code Office:	
Salaries and Wages	\$23,000
Other Expenses	5,000
Elevator Inspection Fees:	
Other Expenses	7,500
Plumbing Inspector:	
Salaries and Wages	5,400
Fire Protection Official:	
Salaries and Wages	1,800
Inspector of Electrical Wiring:	
Salaries and Wages	4,250
Other Expenses	200
Emergency Management Services:	
Salaries and Wages	3,400
Other Expenses	2,000
Streets and Roads:	
Road Repairs and Maintenance:	
Salaries and Wages	299,010
Other Expenses	32,000
Sanitation:	
Sewer System:	
Salaries and Wages	53,111
Other Expenses	40,000
Garbage and Trash Removal	396,000

Recycling:	
Salaries and Wages	15,000
Other Expenses	1,500
Health and Welfare:	
Board of Health:	
Salaries and Wages	8,000
Other Expenses	1,500
Health Services Contractual	19,750
Animal Control:	
Other Expenses	10,625
Recreation and Education:	
Parks and Playgrounds:	
Salaries and Wages	55,850
Other Expenses	21,500
Woodland Park Youth and Senior Citizens Center:	
Salaries and Wages	12,000
Other Expenses	2,000
Celebration of Public Event, Anniversary or Holiday:	
Other Expenses	3,500
Unclassified:	
Vehicle Maintenance:	
Salaries and Wages	32,400
Other Expenses	15,000
Chapter 56, P.L. 1981 (N.J.S.A. 40A:4-45.3m):	
Gasoline	38,000
Street Lighting	45,000
Fire Hydrant Service	12,600
Telephone	19,000
Electric and Gas	30,000
Snow Expense	15,000
Deferred Charges and Statutory Expenditures - Municipal:	
Contribution to:	
Social Security System (O.A.S.I.)	75,000
Unemployment Compensation Ins. (N.J.S.A. 43:21-3 et. seq.)	5,000
Police and Firemen's Retirement System	260,000
Public Employees Retirement System	235,000
Defined Contribution Retirement Program	5,000
Municipal Court:	
Salaries and Wages	49,100
Other Expenses	8,000
Passaic Valley Sewerage Charge	261,045
LOSAP	2,000
Maintenance of Free Public Library (Ch. 541, P.L. 1985):	
Other Expenses	185,000
Public Defender	
Salaries and Wages	4,000
Stormwater Management	3,000
Interlocal Municipal Agreements:	
Borough of Totowa – Construction Code	29,000
Borough of Woodland Park Board of Education:	
School Resource Officer	25,000
Public Information Officer:	
Salaries and Wages	12,100.
Other Expenses	2,500
Total Operating and Deferred Charges	5,124,041

Capital Improvement Fund	\$50,000
Municipal Debt Service:	
Principal on Notes	\$228,473
Interest on Notes	445,924
Payment of Bond Principal	1,330,000
Payment on Wastewater Treatment Trust Principal	55,553
Interest on Bonds	296,763
Payment on Wastewater Treatment Trust Interest	1,275
Total Municipal Debt Service	2,357,988
Grant Total of Budget Appropriations	\$7,532,029
Water Utility:	
Operating:	
Salaries and Wages	184,000
Other Expenses	451,000
Deferred Charges and Statutory Expenditures:	
Contribution to Social Security System (O.A.S.I.)	15,000
Unemployment Compensation Insurance	100
Public Employees Retirement System	47,500
Total	697,600
Capital Outlay	100
Infrastructure Trust Fund	
Principal	19,198
Interest	768
Interest on Notes	89,351
Principal on Notes	50,000
	159,317
Grand Total of Water Utility Appropriations	\$857,017

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4th day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-005**

MOTIONED BY:
SECONDED BY:

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

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

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

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4th day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

I, Maryann Coral, Court Administrator for the Borough of Woodland Park, do hereby approve the listed resolution.

January 3, 2024

Maryann Coral, Court Administrator

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION 24-006**

MOTIONED BY:
SECONDED BY:

OPEN SPACE TRUST FUND & ESCROW ACCOUNTS

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

Open Space Trust Fund
Engineering Escrow
Engineering Master

BE IT FURTHER RESOLVED, that all disbursements shall be made by checks signed by Tracy Kallert, Mayor; Heather Barkenbush, Chief Financial Officer and Samuel Yodice Jr., Business Administrator, effective January 3, 2024.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-007**

MOTIONED BY:
SECONDED BY:

PURCHASE ORDER PAYMENTS

BE IT RESOLVED, by the Municipal Council of the Borough of Woodland Park that all purchase orders which are to be presented for payment at a regular meeting of this Board during the year 2024 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-008**

MOTIONED BY:
SECONDED BY:

ESTABLISH ANNUAL PETTY CASH

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

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

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

WHEREAS, the custodian for the Alfred H. Baumann Library is Linda Hoffman; the custodian for the Administration Office is Municipal Clerk Sandra Olivola and the custodian for the Woodland Park Police Department is 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 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-009**

MOTIONED BY:

SECONDED BY:

RE-ESTABLISHED CHANGE FUNDS

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

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

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

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

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

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

Construction Office in the amount of \$100.00
Municipal Court in the amount of \$150.00; 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-010**

MOTIONED BY:
SECONDED BY:

RE-ESTABLISH CHANGE FUNDS

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

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

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

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

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

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

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

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

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

Record of Mayor and Council Vote on Passage

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-011**

MOTIONED BY:
SECONDED BY:

APPOINTMENT MUNICIPAL PROSECUTOR

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Prosecutor to act as Prosecutor in the Woodland Park Municipal Court; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the Evaluation Committee's recommendation, do hereby appoint Domenick Stampone, Esq., of the firm of Law Offices of Rajeh Saadeh, 1200 route 22 East, Suite 2000, Bridgewater, NJ as the Municipal Prosecutor, for the period of January 1, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, that Domenick Stampone, 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 4-01-25-275-275-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-012**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF PUBLIC DEFENDER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to appoint Alex Cirocco, 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 13, 2023 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 5, 2023 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 Alex Cirocco, Esq., as the Borough’s Public Defender for the time period January 1, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, that Alex Cirocco, 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 4-01-43-495-495-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-013**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL ATTORNEY

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

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 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, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, that Mr. Buglione shall receive compensation as a retainer in the amount of \$6,200.00 or his attendance and advice at meetings of the Council, and shall receive other compensation, in the amount not to exceed of \$80,000.00 for additional legal duties performed as authorized by the Mayor and Council and that sufficient funds are available for this contract under line item 4-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-014**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL ENGINEER

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

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

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of the Evaluation Committee, do hereby appoint Boswell Engineering, 330 Phillips Avenue., Hackensack, New Jersey to the position of Municipal Engineer and his firm to support him in this capacity, for the time period January 1, 2024 through December 31, 2024, in an amount not to exceed of \$50,000.00 and that funds are available for this contract under line item 4-01-20-165-165-020, 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-015**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL AUDITOR

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

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of Evaluation Committee, do hereby appoint the auditing firm of Wielkocz & Company, LLC, 401 Wanaque Avenue, Pompton Lakes, New Jersey, as the auditing firm to perform various financial services, on an as needed basis, to the Borough in an amount not to exceed of \$102,000.00 for the period January 1, 2024 through December 31, 2024 and that sufficient funds are available under line items 4-01-20-135-135-140 for \$94,000 and 4-05-55-502-502-523 for \$8,000.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-016**

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 2024.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-017**

MOTIONED BY:
SECONDED BY:

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

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a risk manager; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of World Insurance an affiliate of Professional Insurance Associates, 429 Hackensack Street, Carlstadt, New Jersey to represent the Borough in matters relating to the Borough’s participation in the North Jersey Municipal Employer Benefits Fund for the calendar year of 2024 in an amount not to exceed of \$10,900.00 which will come out of line item 4-01-23-210-210-100.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-018**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF GRANT WRITER

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

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of Millennium Strategies, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$43,200.00 for the calendar year of 2024 and that sufficient funds are available under line item 4-01-20-100-101-023.

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of the Evaluation Committee, do hereby appoint the firm of Millennium Strategies, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 to write grants, as necessary, for the Borough for the calendar year of 2024.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-019**

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 13, 2023 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 5, 2023 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 \$20,000.00 for the calendar year of 2024 and that sufficient funds are available under line items 4-01-20-130-130-028 and 4-05-55-502-502-523.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-020**

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 13, 2023 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 5, 2023 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 Brigliadoro, Esq of the firm of Weiner Lesniak, LLP as Special Tax Counsel for calendar year 2024 in an amount not to exceed \$52,000.00, to be called upon to provide such services as the need should arise and that funds are available for this contract under line item 4-01-20-150-150-028.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-022**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF MUNICIPAL PLANNER

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint a Municipal Planner for the Borough of Woodland Park, and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 13, 2023 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 5, 2023 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, 2024 through December 31, 2024 in an amount not to exceed of \$25,000.00 for Municipal Planning and that sufficient funds for this are available under line item 3-01-20-155-158-020 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-022**

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;

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 13, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby appoint Angelo Lobosco, of Lobosco Insurance Group to the position of the Borough's Property & Casualty Risk Manager for the time period January 1, 2024 through December 31, 2024;

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-023**

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 13, 2023 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 5, 2023 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 2024, 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 4-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-024**

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 13, 2023 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 5, 2023 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, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$20,000.00 and that sufficient funds are available for these services under line items and 4-01-20-155-157-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-025**

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 13, 2023 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 5, 2023 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, 2024 through December 31, 2024, 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. Remington Vernick, One Harmon Plaza, Suite 210, Secaucus, NJ 07094
- 4. Suburban Consulting Engineers, Inc., Flanders, NJ 07836

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

Sandra Olivola, Municipal Clerk

January 3, 2024

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, CMFO

January 3, 2024

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-026**

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 13, 2023 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 5, 2023 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, 2024 through December 31, 2024; 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 3-01-26-300-301-026.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-027**

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 13, 2023 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 5, 2023 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, 2024 through December 31, 2024; and

BE IT FURTHER RESOLVED, that this firm shall receive compensation in an amount not to exceed of \$30,000.00 and that funds are available for these services under line item 3-05-55-502-502-524.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-028**

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 13, 2023 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 5, 2023 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, 2024 through December 31, 2024 in an amount not to exceed of \$30,000.00 and that funds are available for this contract under line item 4-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-029**

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, 2024 through December 31, 2024, in an amount not to exceed of \$5,000.00 and that sufficient funds are available under line item 4-01-20-100-101-024.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**SHARED SERVICES AGREEMENT BY AND BETWEEN
THE BOROUGH OF WOODLAND PARK AND
THE TOWNSHIP OF LITTLE FALLS
FOR QUALIFIED PURCHASING AGENT SERVICES (QPA)**

THIS AGREEMENT entered into this day of , 2024. By and between the Borough of Woodland Park, a New Jersey municipal corporation (hereinafter referred to as “Woodland Park”), located at Street, Woodland Park, New Jersey 07407 and the Township of Little Falls, a New Jersey municipal corporation (hereinafter referred to as “Little Falls”), located at the 225 Main Street, Little Falls, New Jersey 07424;

WHEREAS, Little Falls has in its employ a Qualified Purchasing Agent; and

WHEREAS, Woodland Park wishes to utilize the services of the Little Falls QPA for Woodland Park’s contracting and purchasing function; and

WHEREAS, Little Falls is willing to provide to Woodland Park’s QPA services as follows:

- Review Woodland Park’s Purchasing Policy to determine that the Borough’s procurements are in accord with applicable New Jersey law and compliant with any oversight by the Office of the State Comptroller’s office.
- Periodically through a VPN service review purchases and ensure sound purchasing policy is in place and in compliance with the Borough’s purchasing policy.
- Be available for questions as to purchasing questions and guidance from department heads.
- Bid opening services, include recommendation memos, analytics, and recommendation of award.
- Allow the Borough of Woodland Park the use of our Department of Community Affairs sanctioned license for bid threshold of \$44,000.00.

As a condition of our service we request the following:

- Adherence to all New Jersey laws in procurement by the Borough of Woodland Park and its Department Heads
- The QPA review and be alerted for any proposed bids by other professionals such as engineers and architects for conformance with New Jersey Local Publics Contract Law.

WHEREAS both Woodland Park and Little Falls have reviewed the advantages of sharing these services and have agreed that such an arrangement would result in significant cost savings if shared; and

WHEREAS as the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq., authorizes local units, such as municipalities, to enter into joint agreements for the provision of various services including QPA services; and

WHEREAS the Municipal Council of the Woodland Park and the Municipal Council of the Little Falls have reviewed this matter and are recommending formal approval of same by way of duly enacted Resolutions which will be made part hereof as Exhibits.

NOW THEREFORE according to the provisions hereafter stated, Elmwood Park and the Little Falls do hereby agree as follows:

1. This agreement shall consist of the provision by Little Falls of QPA services for the Borough of Woodland of Park as noted above.
2. Little Falls will work cooperatively with the Woodland Park to understand its needs for such services and attempt to address same responsibly.
3. Woodland Park shall be charged \$5,000 per year for QPA services. Woodland Park will be obligated to pay this amount by August 15 of each year the agreement is in force. If the agreement is terminated it is made with no proration of any type. Woodland Park will have no express or implied authority, right or power to schedule, any operational aspect of the QPA’s services.

4. Nothing herein shall be construed to create any obligation upon Little Falls to provide any other service related to the procurement process or the like.
5. Duration of the Shared Services Agreement will be for an initial trial period terminating on December 31, 2024. Should Woodland Park find that such services continue to be beneficial, Woodland Park shall provide written notice, by no later than December 1, 2024 to the Little Falls of its intent to extend the term through the next calendar year 2024 or to terminate on December 31, 2024. Thereafter, this Agreement will be subject to annual renewals running from January 1st to December 31st in any given calendar year. Woodland Park shall provide written notice of its desire to annually renew the Agreement by no later than October 1st of the current calendar year. Failure to provide notice will not be automatically fatal to the continuation of the arrangement, but Little Falls will not be bound under such conditions to continue the provision of QPA Services and shall retain the option to terminate.
6. Either party may terminate this Agreement by providing written notice of same. Termination shall be effective ninety (90) days from the date of the delivery of the notice. The parties may agree, by mutual written consent, to an earlier termination date. All services provided prior to the date of termination shall be prorated for fees paid to Little Falls by full calendar month.
7. To the fullest extent permitted by law, Woodland Park shall release, indemnify, defend and hold harmless Little Falls, and its officials, officers, employees, representatives, and agents (hereinafter "Indemnified Parties") from and against any and all claims, damages, losses, fines, civil penalties, liabilities, judgments, attorney fees, costs and expenses of any kind or nature whatsoever, which in any way arise out of or result from this Agreement or the services provided under this Agreement. This indemnification and hold harmless agreement shall include, but not be limited to, injury to or death of any person, damage to or destruction of any property, real or personal (including, but not limited to, property owned, leased or under the control of Little Falls), and liability or obligations under or with respect to any violation of federal, state or local laws, regulations, rules, codes or ordinances. This indemnification and hold harmless provision shall cover all claims, causes of action, damages and liabilities asserting or arising out of claims of negligence by Indemnified Parties. Nothing contained in this provision shall be construed as a release or indemnity by Woodland Park of Indemnified Parties from or against any loss, liability or claim to the extent arising from the gross negligence or willful misconduct of Indemnified Parties.
8. During the term of this Agreement, all Parties will keep in force, at its costs and expense, public liability insurance, including contractual liability, in minimum limits of \$1,000,000 on account of bodily injury, death or property damage. Each party shall provide the other with a certificate of insurance naming the other as an additional insured and stating that the policy cannot be cancelled except upon thirty (30) days written notice to the other Party.
9. In the even that a dispute arises among the Parties concerning the terms and conditions of this Agreement, the Parties agree that prior to the submission of such dispute to a court of competent jurisdiction that the matter will be attempted for resolution as follows: (1) Administrator or other representative of each Party will meet to discuss the matter, upon failure to reach settlement, then (2) Mayor or designee and Council President or designee of each Party will meet to discuss the matter, upon failure to reach settlement, then (3) a retired Superior Court Judge shall be jointly retained by the Parties to serve as the arbitrator, whose decision shall be a final binding resolution of the dispute, and whose fee shall be equally shared by the Parties.
10. Parties agree that additional documents may need to be executed to effectuate the terms and conditions of this Agreement, including the services of any third-party vendor. Parties shall act in good faith and will authorize and execute such documents as needed. Each party represents that it has the authority to enter into this Agreement and is not precluded by any law or ordinances otherwise. This Agreement cannot be assigned in any manner without the express written consent of all Parties. This Agreement is subject to the laws of the State of New Jersey. This Agreement, subject to any written mutually consented modification or amendment, is the entire understanding between the Parties. If any part, section, clause, sentence or paragraph is deemed invalid by court order, all the remaining provisions shall continue in full force and effect.

11. Notices under this Agreement shall be provided to the respective municipal clerks.
12. An executed copy of this Agreement shall be forwarded to the Division of Local Government Services in the New Jersey Department of Community Affairs.

WITNESS OR ATTEST:

TOWNSHIP OF LITTLE FALLS

Cynthia Kraus
Township Clerk

James Damiano
Mayor

ATTEST:

BOROUGH OF WOODLAND PARK

Sandra Olivola
Borough Clerk

Tracy Kallert
Mayor

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-030**

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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

January 3, 2024

Heather Barkenbush, CMFO

Dated

RESOLUTION R24-030

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

GROUP AFFIDAVIT FORM FOR MUNICIPALITIES AND COUNTIES

NO PHOTO COPIES OF SIGNATURES

STATE OF NEW JERSEY
COUNTY OF PASSAIC

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

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

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

Sworn to and subscribed before me this

3 day of January, 2024

Notary Public of New Jersey

Municipal Clerk

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

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

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-031**

MOTIONED BY:
SECONDED BY:

**APPOINTMENT OF BOROUGH
EMPLOYEE ASSISTANCE SERVICES**

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

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et. seq., referred to as the New Jersey Pay to Play Law, the Mayor and Council solicited proposals on November 14, 2023 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 5, 2023 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

NOW THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby appoint Intervention Strategies for employee assistance services in an amount not to exceed of \$7,500 for the time period January 1, 2024 through December 31, 2024 and that sufficient funds for this service are available under line item 4-01-20-100-101-024.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-032**

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 13, 2023 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 5, 2023 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 a three (3) year time period from January 1, 2024 through December 31, 2027 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 \$24,000.00.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

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

January 3, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-033**

MOTIONED BY:
SECONDED BY:

**RESOLUTION APPOINTING HEATHER BARKENBUSH AS BOROUGH CERTIFIED
MUNICIPAL FINANCE OFFICER OF THE BOROUGH OF WOODLAND PARK**

WHEREAS, N.J.S.A. 40A:9-140-10 provides that every municipality shall have a Certified Municipal Finance Officer, appointed by the Governing Body for an initial term of Four years; and

WHEREAS, no person shall be appointed as a Certified Municipal Finance Officer unless that person holds a Certified Municipal Finance Officer certificate; and

WHEREAS, Heather Barkenbush, CMFO/Treasurer is a Certified Municipal Finance Officer, License No.: N-1581 and was previously appointed as Certified Municipal Finance Officer for the Borough of Woodland Park effective January 1, 2020, and has now served for four consecutive years in that position; and

WHEREAS, the Borough of Woodland Park has determined to reappoint Heather Barkenbush to the position of Borough Certified Municipal Finance Officer for the Borough of Woodland Park, thereby granting her tenure of office in that position pursuant to N.J.S.A. 40A9-140.8; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey that the Mayor be and she is hereby authorized and directed to execute, and the Certified Municipal Finance Officer to attest, to any and all documents necessary to appoint Heather Barkenbush as Borough Certified Municipal Finance Officer for the Borough of Woodland Park pursuant to this resolution and the laws of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the Mayor and Council do hereby recognize and confer tenure of officer upon Certified Municipal Finance Officer Heather Barkenbush; and

BE IT FURTHER RESOLVED, that a copy of the within resolution be available for public inspection during regular business hours and pursuant to the laws of the State of New Jersey, County of Passaic and Borough of Woodland Park.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-034**

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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-035**

**MOTIONED BY:
SECONDED BY:**

INTRODUCTION TO ORDINANCE 24-01

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 23-22 AND LISTS IN ITS ENTIRETY
FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER
EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR
THE YEAR 2024**

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 24th day of January 2024, 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

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

ORDINANCE NO. 24-01

AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 23-22 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2024

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

- That the annual salaries of certain officials and employees of the Borough of Woodland Park for the year 2024 shall be as follows:

Chief of Police	\$ 207,822.31
Deputy Police Chief	\$ 189,531.18
Mayor	\$ 11,786.25
Councilmember	\$ 8,154.90
Business Administrator	\$ 150,960.00
Borough Clerk; Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer OEM; Deputy Registrar; Public Agency Compliance Officer	\$ 115,116.65
Deputy Municipal Clerk; Board of Health Secretary/Registrar	\$ 50,324.47
Secretary to the Mayor	\$ 40,000.00 - \$ 50,000.00
Certified Tax Collector/Collector of Water Consumer Accounts	\$ 68,395.19
Chief Finance Officer/Treasurer	\$ 159,891.36
Tax Assessor	\$ 28,218.83
Plumbing Subcode Official	\$ 18,069.49
Electrical Subcode Official	\$ 14,376.83
Fire Official	\$ 56,200.26
Fire Protection Subcode Official	\$ 6,804.13
Municipal Court Judge	\$ 32,539.48
Public Works Superintendent; Water Distribution Operator; Licensed Waste Water Collection System Operator; Fire Signal System Superintendent; Storm Water Coordinator;	\$ 160,387.37
CRS Coordinator	\$ 2,706.08
IT Coordinator	\$ 114,240.00
Code Enforcement Officer	\$ 46,371.39
Recycling Program Aide (Full Time)	\$ 47,627.02
Senior Coordinator	\$ 5,875.90
Recreation Field Scheduler	\$ 1,082.43
Recycling Coordinator	\$ 3,183.62
Police Chaplain	\$ 2,706.08
Before & After School Care Supervisor	\$ 8,160.00
OEM Coordinator	\$ 10,399.84
Assistant Supervisor to Public Works	\$ 7,803.00
Director of Recreation; Open Space Coordinator	\$ 80,000.00 - \$ 90,000.00
Municipal Court Administrator	\$ 77,520.00
Confidential Assistant (Assigned to the DPW)(Part Time - Hourly)	\$ 23.93
Electrical Inspector (per hour)	\$ 40.75
Audio/Visual Broadcasting of Meetings (per hour)	\$ 75.00
Assistant Tax Assessor (Per Hour)	\$ 37.73
UCC Plan Review Stipend (outside WP)(Per Hour)	\$ 30.80
Uniform & Safety: Fire Prevention Specialist 1 (Per Hour)	\$ 29.13
Uniform & Safety: Fire Prevention Specialist 2 (Per Hour)	\$ 20.40
Court Officer (Per Hour)	\$ 20.24
Recycling Staff (Per Hour)	\$ 13.26 - \$20.40

Planning & Zoning Secretarial per Board \$2,815.40	\$ 5,630.80
Alternate Registrar	\$ 8,602.00
Police Radio Dispatcher (per diem as needed)	\$ 14.13 - \$19.00
Planning Bd/ Bd of Adj Sect-Special Mtgs funded through escrow (Per Hour)	\$ 33.13
School Traffic Guards (Per Hour)	\$ 21.24
Special Police/Police Matron/Constables (Per Hour)	\$ 19.00 - \$30.00
Laborers Grade B (Per Hour)	\$ 14.91
Laborers Grade A (Per Hour)	\$ 17.29
Emergency Truck Driver (Per Hour)	\$ 17.29
Secretarial/Clerical/Administrative Help (Per Hour)	\$ 15.53 - \$21.02
Filing Help (Per Hour)	\$ 13.53
Recreation Clerk (Part Time - Per Hour)	\$ 24.13
Court Clerk (Per Hour)	\$ 21.24
Supervisor Custodial Services (Schools – Per Weekend)	\$ 116.72
Custodial Services (Schools - Per Hour)	\$ 34.09
Custodial Services Boys & Girls Club – (Part Time - Per Week)	\$ 312.12
Custodial Services (Part Time - Per Hour)	\$ 18.34
Camp Director	\$ 7,282.80
Camp Counselor – 1 st year to College (Per Hour)	\$ 10.93
Camp Counselor – Head (Per Hour)	\$ 11.67
Camp Counselor - Teacher (Per Hour)	\$ 13.80
Special Needs Recreation Coordinator (Per Hour)	\$ 12.61
Camp EMT (Per Hour)	\$ 15.39
Assistant Camp Director (Per Hour)	\$ 15.92
Park Ranger (Per Hour)	\$ 17.20
Spray Park Attendant	\$ 10.93
Municipal Alliance Coordinator	\$ 3,575.73
Farmers Market Manager (Per Hour)	\$ 26.01
Before & After School Care Counselors	\$ 15.00 - \$25.50

- Said salaries shall be effective January 1, 2024 unless otherwise specified above and shall be paid in equal monthly installments with the exception of all full-time employees whose salaries shall be paid in equal semi-monthly installments and those positions designated as Retainers shall be paid on an hourly basis with the exception of Library personnel.
- In addition to the salaries hereinabove set forth, union represented employees shall be entitled to longevity pay in accordance with the agreed upon terms and conditions documented in the respective union contracts. Longevity pay for full time non-union permanent employees, who have documented agreements with the Borough, shall be paid in accordance with those agreements. For all other full-time permanent employees working in the listed titles in this ordinance that were hired prior to January 1, 1996 shall be entitled to longevity pay based upon years of consecutive and cumulative service to the municipality. Longevity pay is not reflected in the salaries stated above.

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

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

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

Attest:

Approve:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Mayor

Introduced:

Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-036**

**MOTIONED BY:
SECONDED BY:**

RE-INTRODUCTION TO ORDINANCE 24-02

AN ORDINANCE TO AMEND AND UPDATE SECTION § 4-15. PRIVATE EMPLOYMENT OF OFF-DUTY POLICE OFFICERS

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 24th day of January, 2024, 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 3rd day of January, 2024. Signed and sealed before me.

January 3, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
COUNTY OF PASSAIC, STATE OF NEW JERSEY
ORDINANCE NO. 23-25**

**AN ORDINANCE TO AMEND AND UPDATE SECTION § 4-15.
PRIVATE EMPLOYMENT OF OFF-DUTY POLICE OFFICERS
[ORD. NO. 01-10 §4-19; ORD NO. 11-17; ORD NO. 14-17; ORD NO. 2017-26 § 2, 8]**

A. Policy.

Member of the Police Department shall be permitted to accept employment as safety or security personnel for private employers only during off-duty hours and at such time as will not interfere with the efficient performance of regularly scheduled or emergency duty for the Borough.

B. Requesting Assignment of Off-Duty Police Officers Procedure.

Any organization or contractor wishing to employ off-duty police shall first obtain the approval of the Chief of Police which approval shall be granted, if in the opinion of the Chief of Police such employment would not be inconsistent with the efficient functioning and good reputation of the Police Department and would not unreasonably endanger or threaten the safety of the officer or officers who are to perform the work.'

Any organization or contractor that desires to employ off-duty members of the Department shall submit the request in writing to the Chief of Police on a form prescribed by the Chief of Police. The organization or contractor shall hold the Borough harmless from any and all claims that may arise as a result of the assignment of the member to the organization or contractor. In addition, the organization or contractor shall submit with its application a Certificate of Insurance that shows evidence of not less than \$1,000,000 in both personal liability and comprehensive general liability insurance and \$300,000 in property damage coverage as well as a Certificate of Workmen's Compensation Insurance. A non-profit religious or charitable organization may submit a Certificate of Insurance in coverage amounts less that set forth herein upon the organization's representation contained in its request that obtaining the required coverage would impose an undue hardship on the organization and approved by the Governing Body.

C. Payment.

1. Private employers may pay to the Chief Financial Officer of the Borough of Woodland Park, such hourly sum as is set forth herein or as may be fixed from time to time by an ordinance adopted by the Governing Body as compensation for such services. The Borough shall remit to the member of the Police Department performing such off-duty service, a portion of said hourly rate and the balance shall be retained by the Borough for administrative expenses all as established by this section or by future resolution of the governing body.

If the estimated aggregate value of the services to be rendered exceeds \$1,000, the Borough may require the contractor or organization to pay for the services in advance, whereby the fund shall be placed in escrow and disbursed through payroll. The amount collected will be based on an estimate of total number of hours required times the hourly rates identified herein. Additional amounts shall be deposited with the Borough if the actual expenses consume all of the deposited funds. Police services may be discontinued until sufficient funds are deposited. Any excess funds collected will be returned to the contractor or organization 30 days after the last payroll in which employees are paid for related services.

Upon completion of the off-duty work, the Police Department shall prepare and submit to the private contractor an invoice of the total cost for such off-duty work performed, which shall be paid (in full) to the Borough within 15 days of being invoiced. The Borough will pay the police officer(s) who provided off-duty services as soon as the contractor's payment has been declared valid; or

2. Use of a Secondary Service Provider.

The Borough, at its discretion and in consultation with the Chief of Police, may utilize a secondary service provide to handle the administrative tasks associated with "off-duty police services work" within the Borough. In the event that the Borough decides to utilize a secondary service provider, the following procedure will be followed:

- a. The Borough will utilize a secondary service to administrate and perform the actions related to the off-duty employment process. These actions will include, but are not limited to: Communicating with said person or company to schedule off-duty jobs, scheduling the officers for said jobs, invoicing the person or company and receiving escrow and/or payments from the person or company in a manner set forth by the secondary service provider. The secondary service provider may charge an additional fee for services that are above and in addition to the fee structure stated in this chapter and utilize business-type collection rules as set forth in the contract/agreement between the Borough and the secondary provider, which will be charged to the person or entity that has requested “off-duty police services”; and
- b. The secondary service provider will reimburse the Borough via ACH or other funds transfer methods, according to the fees set forth in this chapter, due to the Borough and officer, in a timely manner, usually coinciding with payroll periods for the jobs that the officers have performed or were scheduled for in that period in accordance with the above-listed rules of employment between the Borough and the person or company seeking off-duty services.

D. Off-duty police rate and fee schedule

1. The contractor will pay a permit fee to be paid to the Borough of Woodland Park in the amount of \$60 for each application.
2. The contractor(s) will be charged \$95 per hour for traffic control and security. This hourly charge will then be distributed in the following manner: The Borough will receive \$15 per hour for administrative costs and \$5 per hour for vehicle maintenance. The remaining \$75 per hour will be paid to the off-duty police officer. Please note that the contractor(s) will be charged the above-stated rates for each additional police officer. [Amended 12-18-2019 by Ord. No. 19-14]
3. Effective January 1, 2022, the contractor(s) will be charged \$100 per hour for traffic control and security. This hourly charge will then be distributed in the following manner: The Borough will receive \$15 per hour for administrative costs and \$5 per hour for vehicle maintenance. The remaining \$80 per hour will be paid to the off-duty police officer. Please note that the contractor(s) will be charged the above-stated rates for each additional police officer. [Amended 12-18-2019 by Ord. No. 19-14]
4. Non-profit/charitable organizations: rates may vary, not to exceed \$60 per hour paid to the off-duty officer(s).

E. Lien for unpaid invoice.

If such invoice is not paid in full within 15 days, a lien is hereby created in favor of the Borough of Woodland Park upon the property and the owner of the property at which the work was performed as appears on the most recent tax roll prepared by the Tax Collector. The lien shall be in the amount of the total invoice plus costs, fees, expenses, including attorneys’ fees, and shall bear interest at the rate provided by law for unpaid taxes. Such lien shall be prior to all other liens on such lands or premises except the lien of municipal taxes and shall be on parity with the lien of municipal taxes. Such lien, when delinquent for more than 15 days, may be processed for foreclosure in the same manner as delinquent municipal taxes.

F. Traffic plan approval.

If the off-duty work involves a contract to be done in or on the roadways located within the Borough, a traffic plan must be submitted and approved by the Police Department before work can commence.

This Ordinance shall take effect immediately upon final passage and publication as required by law.

Attest:

Approve:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Mayor

Introduced:

Adopted: