

**WOODLAND PARK MUNICIPAL COUNCIL  
AGENDA FOR THE 2023 RE-ORGANIZATION MEETING  
JANUARY 4, 2023**

1. In accordance with the Open Public Meeting Law, P.L.1975, chapter 231, notice requirements for this meeting have been set forth in the resolution adopted by the Municipal Council at its Reorganization Meeting of January 5, 2022 detailing the time and place, with notice given to the public by posting a copy thereof on the bulletin board in the Municipal Building, transmitting copies to the Herald News and The Record of Woodland Park.
2. **Flag salute and Prayer**
3. **Roll Call**
4. **Public Hearing**
5. **Selection of Council President by the Council**
6. **Recognition of the 2023 Officers of the West Paterson First Aid Squad**
7. **Recognition of the 2023 Officers of the West Paterson Fire Department**
8. **Swearing in of Deputy Municipal Clerk**
9. **Council Comments**
10. **Mayor's Comments**
11. **Professional, Board and Commission Appointments**
12. **Mayor's Assignment of Committees**
13. **Consent Agenda:**

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

- A. **Resolution R23-001, a resolution establishing the regular meeting schedule of the Mayor and Council for calendar year 2023 and the declaration of the official newspapers.**
- B. **Resolution R23-002, 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 R23-003, a resolution re-establishing Capital One, Woodland Park Office, as the depository for the Current Accounts.**
- D. **Resolution R23-004, a resolution re-establishing Capital One, Woodland Park Office, as the depository of Certain Payroll Accounts.**
- E. **Resolution R23-005, a resolution re-establishing the Borough's Temporary Budget for 2023, in an amount of \$7,017,844 and establishing the Water Utility's Temporary Budget for 2023, in an amount of \$802,998.**
- F. **Resolution R23-006, a resolution re-establishing Capital One, Woodland Park Office and TD North, Wayne Office, as the depositories of the Escrow Accounts.**
- G. **Resolution R23-007, a resolution re-establishing Capital One, Woodland Park Office, as the depository of the Bail Accounts/Magistrate's Court Account.**
- H. **Resolution R23-008, a resolution re-establishing TD North, Wayne Office, as the depositories of the Open Space Trust Fund Account.**

- I. Resolution R23-009, 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 2023, 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.**
- J. Resolution R23-010, a resolution authorizing the change in the custodian for Administration Petty Cash Funds.**
- K. Resolution R23-011, a resolution authorizing the change in the custodian for Woodland Park Police Department Petty Cash Funds.**
- L. Resolution R23-012, 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.**
- M. Resolution R23-013, 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.**
- N. Resolution R23-014, a resolution establishing change funds in the following Departments: Administration Office in the amount of \$100.00 and Recycling Department in the Amount of \$100.00.**
- O. Resolution R23-015, a resolution appointing Domenick Stampone, Esq., as Municipal Prosecutor for calendar year 2023 in an amount not to exceed \$20,000.00.**
- P. Resolution R23-016, a resolution appointing, David Amanullah Esq., as Alternate Municipal Prosecutor for calendar year 2023.**
- Q. Resolution R23-017, a resolution to reappoint Alex Cirocco, Esq. as the Borough's Public Defender for the calendar year 2023 in an amount not to exceed 14,000.00.**
- R. Resolution R23-018, a resolution appointing Albert C. Buglione, Esq., as the Municipal Attorney for calendar year 2023 in an amount not to exceed \$80,000.00.**
- S. Resolution R23-019, a resolution appointing Boswell Engineering, 330 Phillips Avenue, Hackensack, New Jersey 07606 as the Municipal Engineer for calendar year 2023 in an amount not to exceed of \$30,000.00.**
- T. Resolution R23-020, a resolution appointing the firm of Wielkottz & Company, LLC as the Municipal Auditor for calendar year 2023 in an amount not to exceed of \$75,000.00.**
- U. Resolution R23-021, a resolution appointing Sandra Olivola, Borough Clerk, as the Public Agency Compliance Officer for calendar year 2023.**
- V. Resolution R23-022, 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 2023 at a cost not to exceed of \$7,500.**
- W. Resolution R23-023, a resolution appointing the firm of Millennium Strategies, 60 Columbia Road, Morristown, New Jersey to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$39,600.00 for the calendar year of 2023.**

- X. Resolution R23-024, 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 2023.
- Y. Resolution R23-025, 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 2023 in an amount not to exceed \$52,000.00.
- Z. Resolution R23-026, 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 2023 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 R23-027, a resolution to reappoint Angelo Lobosco as the Borough's Property and Casualty Risk Manager for the time period January 1, 2023 through December 31, 2023.
- BB. Resolution R23-028, a resolution appointing the firm of Apruzzese, McDermout, Mastro & Murphy as Labor Counsel to address personnel matters for the calendar year 2023 in an amount not to exceed \$17,500.00.
- CC. Resolution R23-029, a resolution appointing the firm of Friend & Wenzel, as Special Legal Counsel on COAH litigation for the calendar year 2023 in an amount not to exceed \$20,000.00.
- DD. Resolution R23-030, 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 2023.
- EE. Resolution R23-031, 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, 2023 through December 31, 2023 in an amount not to exceed of \$21,000.00.
- FF. Resolution R23-032, a resolution to approve based upon the Evaluation Committee's recommendation, do hereby appoint the firm of DeBlock Environmental Services, LLC, P.O. Box 675, Woodland Park, NJ 07424, for back up licensed Water Operator for the period of January 1, 202 through December 31, 2023 in an amount not to exceed of \$30,000.00.
- GG. Resolution R23-033, 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, 2023 through December 31, 2023 in an amount not to exceed of \$30,000.00.
- HH. Resolution R23-034, 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.
- II. Resolution R23-035, a resolution by the Mayor and Council certifying that the Borough's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964."
- JJ. Resolution R23-036, 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, 2023 through December 31, 2023.

- KK.** Resolution R23-037, 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, 2023 through December 31, 2023.
- LL.** Resolution R23-038 a resolution awarding a contract to AmpFX, LLC, 12 Sherwood Court, Newfoundland, New Jersey 07435 for audio/visual broadcast consultant services in an amount not to exceed \$25,000.00 for the period of January 1, 2023 through December 31, 2023.
- MM.** Resolution R23-039, a resolution based on the recommendation of the Borough Construction Official Allan Burghardt, does hereby approve the reduction of the Performance Bond in the amount of \$14,911.38 to applicant 1150 McBride Avenue, LLC.
- NN.** Resolution R23-040, a resolution to approve a shared service agreement for the services of the Borough's Public Information Officer between the Borough of Woodland Park and the Woodland Park Board of Education.
- OO.** Resolution R23-041, a resolution authorizing the Borough to apply for and obtain a grant from the New Jersey Department of Community Affairs 2023 Local Recreation Improvement Grant Program for approximately \$100,000 to go toward improvement of Diane Grimes Park.
- PP.** Resolution R23-042, a resolution authorizing based on the recommendation of the Administrator, the Mayor and Council hereby adopts the contents of the revised Employee Handbook dated January 2023.
- QQ.** Resolution R23-043, a resolution to approve the actions noted in the Consent Agenda, items A. through QQ., be and are hereby approved and the proper officers are directed to take necessary actions on same.

**14. Collector/Treasurer Report:**

CMFO, Heather Barkenbush recommends authorization for payment:

Authorize payment of the 01/15/2023 regular and miscellaneous payroll estimated at \$500,000.00.

Payment of bills from voucher list of 12/21/2022 totaling \$150,883.04.

**15. Department Reports:**

1. Fire Prevention Report for December 2022
2. Fire Prevention Report for 2022 dated January 4, 2023
3. Millennium Strategies Monthly Activity Report of December 23, 2022
4. Summary Budget Status Report of January 3, 2023

**16. Old Business:**

**17. New Business:**

**A. Introduction of Borough Ordinance 23-01**

**B. Resolution R23-044, a resolution to introduce Ordinance 23-01, AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-16 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 2023.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-044**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**INTRODUCTION OF ORDINANCE 23-01**

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 18<sup>th</sup> day of January, 2023, 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice			✓	
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023

\_\_\_\_\_  
Dated

**C. Introduction of Borough Ordinance 23-02**

**D. Resolution R22-045, a resolution to introduce Ordinance 23-02, ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-17 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND EMPLOYEES HOURLY AND OTHER FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2023.**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-045**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**INTRODUCTION OF ORDINANCE 23-02**

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 18<sup>th</sup> day of January, 2023, 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**18. Adjournment:**

**Sandra Olivola, RMC  
Municipal Clerk**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-001**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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 2023.

**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:

2023 Regular Meetings

January	4 <sup>th</sup> (Re-Org.) & 18 <sup>th</sup>	
February	1 <sup>st</sup> & 15 <sup>th</sup>	
March	1 <sup>st</sup> & 15 <sup>th</sup>	
April	5 <sup>th</sup> & 19 <sup>th</sup>	(April 5 <sup>th</sup> start time is 5pm)
May	3 <sup>rd</sup> & 17 <sup>th</sup>	(May 3 <sup>th</sup> Youth Council Meeting)
June	7 <sup>th</sup> & 21 <sup>st</sup>	
July	19 <sup>th</sup>	
August	16 <sup>th</sup>	
September	6 <sup>th</sup> & 20 <sup>th</sup>	
October	4 <sup>th</sup> & 18 <sup>th</sup>	
November	1 <sup>st</sup> & 22 <sup>nd</sup>	(November 22 <sup>nd</sup> start time is 5pm)
December	6 <sup>th</sup> & 20 <sup>th</sup>	

2024 Reorganization Meeting

January 3<sup>rd</sup>

**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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023

Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-002**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**CASH MANAGEMENT PLAN**

**WHEREAS**, by the Council of the Borough of Woodland Park, County of Passaic, State of New Jersey that for the year 2023, the following shall serve as the cash management plan:

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

TD Bank  
Capital One Bank  
NJ Cash Management Fund

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

CHIEF FINANCIAL OFFICER  
MAYOR  
MUNICIPAL CLERK

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

**WHEREAS**, the following are authorized as suitable investments:

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

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

**NOW THEREFORE BE IT RESOLVED**, each month, the Chief Financial Officer shall prepare a report for the Borough 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-003**

**MOTIONED BY: Council President Kallert**  
**SECONDED BY: Councilman DeCesare**

**DEPOSITORIES FOR CURRENT ACCOUNTS**

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

- Current Account
- Capital Improvement Account
- Water Capital Fund
- Utility Operation Water Account
- N.J.-UCC Trust and Savings Account
- Board of Recreation Trust Account
- POAA Special Trust
- Affordable Housing Trust
- Municipal Alliance Against Drug & Alcohol Abuse Trust
- CDBC Trust
- Snow Removal Reserve
- Public Defender Trust
- Outside Employment of Off-Duty Municipal Officers
- NJ Cash Management Account

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-004**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**DEPOSITORY FOR CERTAIN PAYROLL ACCOUNTS**

**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 accounts of the Borough of Woodland Park and that the Custodian shall be Heather Barkenbush:

Payroll Account  
Dog License Fee  
Board of Health  
Firemen’s Dedicated Penalty  
Tax Lien Redemption

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023

Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023

Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-005**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**2023 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 2023 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, 2023; and

**WHEREAS**, the total appropriation in the 2022 Budget, exclusive of any appropriations made for interest and principal of Debt, Capital Improvement Fund, and for Public Assistance (Relief), is the sum of \$18,836,828; and

**WHEREAS**, 26.25% of the total appropriation of the 2022 Budget, exclusive of any appropriations made for Debt Service, Capital Improvement Fund, and for Public Assistance (Relief), in said 2022 Budget is the sum of \$4,944,667; and

**WHEREAS**, the total appropriations in the 2022 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt Service and the Capital Improvement Fund, is the sum of \$2,630,300; and

**WHEREAS**, 26.25% of the total appropriations of the 2022 Water Utility Budget, exclusive of any appropriations made for interest and principal of Debt and Capital Improvement Fund in said 2022 Budget is \$690,454; 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	92,000
Other Expenses	47,100.00

Mayor and Council

Salaries and Expenses	55,000
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Elections:

Other Expenses	4,000
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Financial Administration:

Salaries and Wages	38,000
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Other Expenses:

Annual Audit	20,000
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Miscellaneous Other Expenses	21,500
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Assessment of Taxes:

Salaries and Wages	7,200
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Other Expenses	23,000
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Collection of Taxes:

Salaries and Wages	13,000
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Other Expenses	6,500
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Liquidation of Tax Title Liens:

Other Expenses

Legal Services and Costs:

Other Expenses	40,000
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Planner	9,000
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Municipal Prosecutor:

Salaries and Wages	5,400
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Engineering Services and Costs:

Other Expenses	12,000
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Public Buildings and Grounds:

Salaries and Wages	15,000
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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	550,000
Other Insurance Premiums	400,000
Health Benefits and Waiver	10,000
Public Safety:	
Fire:	
Other Expenses:	
Clothing Allowance	2,000
Miscellaneous Expenses	30,000
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	1,200
Other Expenses	1,200
Police:	
Salaries and Wages	1,101,500
Miscellaneous Other Expenses	70,000
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	1,750
Inspector of Electrical Wiring:	
Salaries and Wages	4,250
Other Expenses	200
Emergency Management Services:	
Salaries and Wages	2,650
Other Expenses	2,000
Streets and Roads:	
Road Repairs and Maintenance:	
Salaries and Wages	300,000
Other Expenses	32,000
Sanitation:	
Sewer System:	
Salaries and Wages	62,000
Other Expenses	40,000
Garbage and Trash Removal	397,142
Recycling:	
Salaries and Wages	15,000
Other Expenses	1,500
Health and Welfare:	
Board of Health:	
Salaries and Wages	6,000
Other Expenses	1,500

Health Services Contractual	19,200
Animal Control:	
Other Expenses	10,000
Recreation and Education:	
Parks and Playgrounds:	
Salaries and Wages	54,000
Other Expenses	21,500
Woodland Park Youth and Senior Citizens Center:	
Salaries and Wages	9,200
Other Expenses	2,000
Woodland Park Boys & Girls Club:	
Other Expenses	
Celebration of Public Event, Anniversary or Holiday:	
Other Expenses	3,500
Unclassified:	
Vehicle Maintenance:	
Salaries and Wages	31,000
Other Expenses	15,000
Chapter 56, P.L. 1981 (N.J.S.A. 40A:4-45.3m):	
Gasoline	50,000
Street Lighting	45,000
Fire Hydrant Service	11,550
Telephone	18,375
Electric and Gas	36,000.
Snow Expense	15,000
Deferred Charges and Statutory Expenditures - Municipal:	
Contribution to:	
Social Security System (O.A.S.I.)	74,000
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	185,000
Defined Contribution Retirement Program	5,000
Municipal Court:	
Salaries and Wages	30,000
Other Expenses	8,000
Passaic Valley Sewerage Charge	250,200
LOSAP	2,000
Maintenance of Free Public Library (Ch. 541, P.L. 1985):	
Other Expenses	170,000
Public Defender	
Salaries and Wages	4,000
Stormwater Management	3,000
Interlocal Municipal Agreements:	
Borough of Totowa – Construction Code	28,000
Borough of Woodland Park Board of Education:	
School Resource Officer	25,000
Public Information Officer:	
Salaries and Wages	11,000
Other Expenses	<u>2,250</u>
Total Operating and Deferred Charges	<u>4,944,667</u>
Capital Improvement Fund	<u>\$50,000</u>
Municipal Debt Service:	
Principal on Notes	\$145,502
Interest on Notes	193,508
Payment of Bond Principal	1,260,000
Payment on Wastewater Treatment Trust Principal	89,777
Interest on Bonds	330,563

Payment on Wastewater Treatment Trust Interest	<u>3,827</u>
Total Municipal Debt Service	<u>2,023,177</u>
Grant Total of Budget Appropriations	\$7,017,844
Water Utility:	
Operating:	
Salaries and Wages	175,000
Other Expenses	450,000
Deferred Charges and Statutory Expenditures:	
Contribution to Social Security System (O.A.S.I.)	15,000
Unemployment Compensation Insurance	100
Public Employees Retirement System	<u>45,000</u>
Total	<u>685,100</u>
Capital Outlay	<u>100</u>
Infrastructure Trust Fund	
Principal	19,245
Interest	1,538
Interest on Notes	50,033
Principal on Notes	<u>46,982</u>
	<u>117,798</u>
Grand Total of Water Utility Appropriations	<u>\$802,998</u>

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023

Dated

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

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

\_\_\_\_\_  
January 4, 2023

Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-006**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**ESCROW ACCOUNTS**

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

Escrow Accounts  
Rolling Views Escrow Account

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023

Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023

Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-007**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION 23-008**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**OPEN SPACE TRUST FUND**

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

Open Space Trust Fund

**BE IT FURTHER RESOLVED**, that all disbursements shall be made by checks signed by Keith Kazmark, Mayor; Heather Barkenbush, Chief Financial Officer and Sandra Olivola, Municipal Clerk, effective January 4, 2023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-009**

**MOTIONED BY Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 2023 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 meetings 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-010**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**CHANGE IN CUSTODIAN OF PETTY CASH**

**WHEREAS**, Christina Patullo was custodian of the Administration Petty Cash Fund; and

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Mayor and Council of the Borough of Woodland Park is changing custodians to Municipal Clerk Sandra Olivola; and

**WHEREAS**, Municipal Clerk Sandra Olivola is bonded by virtue of a surety bond;

**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.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-011**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**CHANGE IN CUSTODIAN OF PETTY CASH**

**WHEREAS**, Anthony Gallietti was custodian of the Woodland Park Police Department Petty Cash Fund; and

**WHEREAS**, in accordance with N.J.S.A. 40:5-21, the Mayor and Council of the Borough of Woodland Park is changing custodians to Chief John Uzzalino; and

**WHEREAS**, Chief John Uzzalino is bonded by virtue of a surety bond;

**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.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tisco	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-012**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-013**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-014**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-015**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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 3-01-25-275-275-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-016**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**APPOINTMENT ALTERNATE  
MUNICIPAL PROSECUTOR**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey recognize the need to appoint an Alternate Municipal Prosecutor to act as Prosecutor in the absence of the appointed Municipal Prosecutor in the Woodland Park Municipal Court.

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, do hereby appoint David Amanullah, Esq., 116 Mt. Pleasant Ave., Woodland Park, NJ as the Alternate Municipal Prosecutor to act as Prosecutor in the absence of the Municipal Prosecutor, for calendar year 2023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-017**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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 3-01-43-495-495-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-018**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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 3-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-019**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023, in an amount not to exceed of \$30,000.00 and that funds are available for this contract under line item 3-01-20-165-165-020, 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-020**

**APPOINTMENT OF MUNICIPAL AUDITOR**

**MOTIONED BY: Council President Kallert**  
**SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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 \$75,000.00 for the period January 1, 2023 through December 31, 2023 and that sufficient funds are available under line items 3-01-20-135-135-140 for \$70,000 and 3-05-55-502-502-523 for \$5,000.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-021**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 2023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice			✓	
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-022**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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 2023 in an amount not to exceed of \$7,500.00 which will come out of line item 3-01-23-210-210-100.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-023**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of Millennium Strategies, 60 Columbia Road, Building B, Suite 230, Morristown, NJ 07960 to write grants, as necessary, for the Borough of Woodland Park in an amount not to exceed \$39,600.00 for the calendar year of 2023 and that sufficient funds are available under line item 3-01-20-100-101-023.

**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 2023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-024**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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 2023 and that sufficient funds are available under line items 3-01-20-130-130-028 and 3-05-55-502-502-523.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-025**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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 Joseph F. Ranieri, Esq of the firm of Weiner Lesniak, LLP as Special Tax Counsel for calendar year 2023 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 3-01-20-150-150-028.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-026**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-027**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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, 2023 through December 31, 2023;

**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, 2022 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 6, 2022 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, 2023 through December 31, 2023;

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-028**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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 2023, 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 3-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-029**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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 3-01-20-155-157-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-030**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023, who will be called upon to provide such services as the need should arise as follows:

1. Neglia Engineering, 34 Park Avenue, Lyndhurst, New Jersey
2. Boswell Engineering, 330 Phillips Avenue, South Hackensack, New Jersey
3. Suburban Consulting Engineers, Inc., Flanders, NJ 07836
4. Remington Vernick, One Harmon Plaza, Suite 210, Secaucus, NJ 07094

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-031**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-032**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023; 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 3-05-55-502-502-523.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

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

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 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, 2023 through December 31, 2023 in an amount not to exceed of \$30,000.00 and that funds are available for this contract under line item 3-01-20-155-155-020.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-034**

**MOTIONED BY: Council President Kallert**  
**SECONDED BY: Councilman DeCesare**

**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, 2023 through December 31, 2023, in an amount not to exceed of \$5,000.00 and that sufficient funds are available under line item 3-01-20-100-101-023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tisco	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
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                     , 2023. 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, 2023. Should Woodland Park find that such services continue to be beneficial, Woodland Park shall provide written notice, by no later than December 1, 2023 to the Little Falls of its intent to extend the term through the next calendar year 2024 or to terminate on December 31, 2023. Thereafter, this Agreement will be subject to annual renewals running from January 1<sup>st</sup> to December 31<sup>st</sup> in any given calendar year. Woodland Park shall provide written notice of its desire to annually renew the Agreement by no later than October 1<sup>st</sup> 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

\_\_\_\_\_  
Keith Kazmark  
Mayor

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-035**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

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

STATE OF NEW JERSEY  
COUNTY OF PASSAIC

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

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

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

Sworn to and subscribed before me this

4 day of January, 2023

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 R23-036**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 15, 2021 for this position; and

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

**WHEREAS**, this proposal was opened on December 6, 2022 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, 2023 through December 31, 2023 and that sufficient funds for this service are available under line item 3-01-20-100-101-023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-037**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**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 14, 2022 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 6, 2022 and evaluated by the Evaluation Committee to determine if the applicant is qualified for this position;

**NOW, THEREFORE BE IT RESOLVED**, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby award a contract for the time period retroactive from January 1, 2023 through December 31, 2023 to Municipal Inspection Corporation, 183 W. 4<sup>th</sup> 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

I, Heather Barkenbush, Certified Municipal Finance Officer, for the Borough of Woodland Park, do hereby confirm that there are sufficient funds available Account No. 3-01-22-195-200-020 to award this contract.

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

\_\_\_\_\_  
January 4, 2023  
Dated

**PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-038**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**APPOINTMENT OF BOROUGH  
AUDIO/VISUAL BROADCAST CONSULTANT**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to appoint AmpFX, LLC, 12 Sherwood Court, Newfoundland, New Jersey 07435 for audio/visual broadcast consultant 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, 2022 for this position; and

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

**WHEREAS**, this proposal was opened on December 7, 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 AmpFX, LLC, 12 Sherwood Court, Newfoundland, New Jersey 07435 consultant services in an amount not to exceed of \$25,000.00 for the time period January 1, 2023 through December 31, 2023 and that sufficient funds for this service are available under line item 3-01-20-100-101-023.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

January 4, 2023

\_\_\_\_\_  
Dated

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

\_\_\_\_\_  
Heather Barkenbush, Chief Financial Officer

January 4, 2023

\_\_\_\_\_  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-039**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**PARTIAL PERFORMANCE CASH BOND REDUCTION  
1150 MCBRIDE AVENUE, LLC**

**WHEREAS**, the Borough of Woodland Park, County of Passaic, State of New Jersey, is in possession of a Performance Bond, in the amount of \$212,760.00, from the applicant 1150 McBride Avenue LLC, for certain improvements to premises of 1150 McBride Avenue, Woodland Park, NJ; and

**WHEREAS**, the original guarantees reportedly posted by the applicant were in the form of a \$191,484.00 performance bond, and a \$21,276.00 cash bond; and

**WHEREAS**, the Mayor and Council are in receipt of correspondence dated December 22, 2022 from Board Engineer Thomas R. Solfaro, P.E, C.M.E., C.P.W.M. of Neglia Group requesting that the Borough reduce the cash bond posted for said site improvements; and

**WHEREAS**, based on that request, the Borough Construction Official Allan Burghardt has determined that \$148,932.00 of the bonded improvements have been found to be satisfactorily installed and is now recommending that the Borough release \$14,911.38 of the original cash Bond amount associated with the improvements;

**WHEREAS**, the original paper bond in the amount of \$191,484.00 will be returned upon the receipt of a new paper bond in the amount of 57,445.20 which is to be posted by 1150 McBride Avenue, LLC.

**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 Borough Construction Official Allan Burghardt, does hereby approve the reduction of the Performance Bond in the amount of \$14,911.38, relative to the 1150 McBride Avenue improvements and hereby authorize the appropriate staff to release the cash portion of the bond in the amount of \$14,911.38, made payable to applicant 1150 McBride Avenue, LLC; and

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available in Account T-13-56-855-000-800.

\_\_\_\_\_  
Heather Barkenbush, CFMO

\_\_\_\_\_  
January 4, 2022  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-040**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**SHARED SERVICES AGREEMENT  
FOR THE SERVICES OF THE BOROUGH’S PUBLIC INFORMATION  
OFFICER BETWEEN BOROUGH OF WOODLAND PARK & THE  
WOODLAND PARK BOARD OF EDUCATION**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desires to renew the Shared Services Agreement with the Woodland Park Board of Education (BOE) for the Woodland Park Public Information Officer to provide services to the BOE for the time period January 1, 2023 through December 31, 2023; and

**WHEREAS**, the parties to the Agreement agree to contribute evenly to the salary and cost for benefits for the employee; and

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby approves the Shared Services Agreement with the Woodland Park Board of Education for the Woodland Park Public Information Officer to provide services to the BOE for the time period January 1, 2023 through December 31, 2023 with the agreement that the parties shall contribute evenly to the salary and cost for benefits for the employee at an amount of 59,813.30; and

**BE IT FURTHER RESOLVED**, that the Mayor of the Borough of Woodland Park is hereby authorized to execute all documents associated with the Shared Services Agreement.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**SHARED SERVICES AGREEMENT  
FOR SERVICES OF PUBLIC INFORMATION OFFICER  
BETWEEN BOROUGH OF WOODLAND PARK  
& WOODLAND PARK BOARD OF EDUCATION**

**THIS SHARED SERVICES AGREEMENT** made this \_\_\_\_ day of \_\_\_\_\_, 2023 by and between:

**THE BOROUGH OF WOODLAND PARK** (the “Borough”), a municipal corporation in the County of Passaic, State of New Jersey with official offices at 5 Brophy Lane, Woodland Park, New Jersey 07424 and the **WOODLAND PARK BOROUGH OF EDUCATION** (“Woodland Park BOE”) a municipal corporation in the County of Passaic, State of New Jersey with official offices at 853 McBride Avenue, Woodland Park, New Jersey 07424.

**WITNESSETH:**

**WHEREAS**, the Uniform Shared Services and Consolidation Act, N.J.S.A. 40A:65-1 et seq. (the “Act”) authorizes that local units, as that term is defined in the Act, may agree to provide jointly, or on behalf of any local unit, any service which the parties to an agreement are empowered to render within its own jurisdiction; and

**WHEREAS**, the parties wish to avail themselves of the educational benefits, economic benefits and increased efficiency which the parties anticipate may be gained through the sharing of services for the benefit of the students and taxpayers whom they serve as permitted under the act, NJSA 18A et seq. and Chapter 6A of the New Jersey Administrative Code; and

**WHEREAS**, the Borough has a qualified public information officer available to provide her services to the Woodland Park BOE; and

**WHEREAS**, Woodland Park BOE has requested that public information officer also provide services to the Woodland Park BOE; and

**WHEREAS**, the Borough desires to provide such services to the Woodland Park BOE; and

**WHEREAS**, the parties desire to enter into an Agreement for the provision of said information services; and

**WHEREAS**, the parties desire to set forth in this Agreement the specific terms and conditions of the services to be performed by the public information officer for both entities;

**NOW, THEREFORE**, with the foregoing recitals incorporated herein by reference and in consideration of the mutual covenants contained herein, the parties hereto, intending to be legally bound, hereby agree as follows:

**1. SCOPE OF SERVICES**

The Public Information Officer’s services shall include, but shall not be limited to, the following:

- (a) under direction, the Public Information Officer shall plan, direct and perform work involved in the collection, preparation and dissemination of information regarding the plans, goals, programs and achievements of the entities through newspaper, radio, television, flyers, periodicals and other media;
- (b) shall furnish advice and consultation to management concerning the information needs of the public; and
- (c) shall perform other related duties.

**2. TERM**

The term of this agreement shall commence as of January 1, 2023, and terminate on December 31, 2023.

**3. COMPENSATION**

The parties agree to both contribute evenly to the salary for the employee, and agree to split the costs of any employee benefits in accordance with applicable salary schedules.

#### 4. INDEMNIFICATION

The parties shall indemnify, hold harmless and defend one another, their members, directors, officers, agents and employees, from and against any and all losses, claims, liability, damage, action or expense, including without limitation, attorney's fees and costs arising out of or relating to: (i) any breach or default in the performance of any obligation under this Agreement and/or (ii) any negligence, intentional misconduct and/or activity subject to strict liability arising out of act or omission of their respective agents, employees, contractors, invitee, attendees, patrons, guests or students arising under this Agreement.

#### 5. INSURANCE

Both parties to this Agreement, hereby assert that they have insurance coverage to cover their respective activities and responsibilities with regard to the terms of this Agreement. The insurances that both of these entities have shall include, but not be limited to: Professional Liability (for the Borough only), Comprehensive General Liability, and Workers Compensation with limits and deductibles that are in accordance with those allowed by the laws of the State of New Jersey.

#### 6. APPLICABLE LAW

Each party shall comply with all applicable laws pertaining to the provisions of law enforcement services including, without limitation to the Uniformed Shared Services and Consolidated Act, N.J.S.A. 40A:65-1, *et. seq.*

#### 7. TERMINATION

Either party may terminate this Agreement for any reason on the condition that the party seeking the termination provides 45 days written notice, unless specifically stated to the contrary in another part of this Agreement.

#### 8. NOTICES

All notices, demands and other communications to be given by either party to the other pursuant to this Agreement shall be in writing. Email or facsimile shall suffice the notice requirement.

#### 8. EFFECTIVE UPON APPROVAL

This Agreement shall become effective upon the adoption of appropriate resolutions approving the terms and conditions set forth in this agreement and authorizing the parties to execute this Agreement.

#### 9. GOVERNING LAW AND JURISDICTION

The terms of this Agreement shall be governed by and construed, interpreted and enforced in accordance with the laws of the State of New Jersey, including all matters of enforcement, validity and performance.

#### 10. ENTIRE AGREEMENT

This Agreement represents the entire agreement between the parties and may not be supplemented, amended or revised unless in writing and signed by the parties to the original agreement.

11. SEVERABILITY

If any part of this Agreement shall be held to be unenforceable, the remainder of this Agreement shall remain in full force and effect.

12. WAIVER

Failure to insist upon strict compliance with any of the terms, covenants or conditions of this Agreement at any time shall not be deemed a waiver of such term, covenant or condition at any other time; nor shall any waiver or relinquishment of any right or power herein at any time be deemed a waiver or relinquishment of the same or any other right or power at any other time.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement the date first above written.

**ATTEST:**

**BOROUGH OF WOODLAND PARK**

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

By: \_\_\_\_\_  
**Keith Kazmark, Mayor**

**ATTEST:**

**WOODLAND PARK BOARD OF  
EDUCATION**

\_\_\_\_\_  
**Board Secretary**

By: \_\_\_\_\_  
**Dr. Michele Pillari**

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-041**

**MOTIONED BY: Council President Kallert  
SECONDED BY: Councilman DeCesare**

**RESOLUTION AUTHORIZING NEW JERSEY DEPARTMENT OF COMMUNITY  
AFFAIRS 2023 LOCAL RECREATION IMPROVEMENT GRANT PROGRAM**

**WHEREAS**, the Borough of Woodland Park desires to apply for and obtain a grant from the New Jersey Department of Community Affairs Local Recreation Improvement Grant for approximately \$100,000 in order to enhance the recreational opportunities for our residents by supporting improvements to Diane Grimes Park; and

**WHEREAS**, the Borough of Woodland Park does hereby authorize the application for such a grant and recognizes and accepts that the Department may offer lesser or a greater amount upon receipt of the grant agreement from the New Jersey Department of Community Affairs; and

**BE IT THEREFORE RESOLVED**, that the Borough of Woodland Park does further authorize the execution of any such grant agreement; and also, upon receipt of the executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Borough of Woodland Park and the New Jersey Department of Community Affairs; and

**BE IT FURTHER RESOLVED**, that the persons whose names, titles, and signatures appear below are authorized to sign the application, and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

**BOROUGH OF WOODLAND PARK  
PASSAIC COUNTY, NEW JERSEY  
RESOLUTION R23-042**

**MOTIONED BY: Council President Kallert**

**SECONDED BY: Councilman DeCesare**

**EMPLOYEE HANDBOOK**

**WHEREAS**, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to amend the Employee Handbook for the Borough’s current and future employees; and

**WHEREAS**, this Employee Handbook will provide the Borough’s employees with an understanding of the working rules and regulations of the Borough as well as provide a general overview of the benefits to which the employees are entitled;

**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 on the recommendation of the Administrator, hereby adopts the contents of the revised Employee Handbook dated January 4, 2023; and

**BE IT FURTHER RESOLVED**, that this Employee Handbook be distributed to all current employees and future employees of the Borough.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice	✓			
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January 2023. Signed and sea5ed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

**RESOLUTION R22-043**

**MOTIONED BY: Council President Kallert**  
**SECONDED BY: Councilman DeCesare**

**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 QQ., 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
Kallert	✓				Tiseo	✓			
DeCesare	✓				Yodice			✓ item U	
Gatti	✓				Mayor Kazmark	✓			
Sica	✓								

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 4<sup>th</sup> day of January, 2023. Signed and sealed before me.

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

\_\_\_\_\_  
January 4, 2023  
Dated

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

**ORDINANCE NO. 23-01**

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-16 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 2023.**

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

1. That the annual salaries of certain officials and employees of the Borough of Woodland Park for the year 2023 shall be as follows:

Mayor (with Administrative Responsibilities)	\$161,262.00
Mayor (Part-time/currently unfilled)	\$ 11,555.15
Councilmember	\$7,995.00
Borough Clerk	\$79,805.96
Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer/OEM	\$9,513.47
Deputy Municipal Clerk	\$37,418.19
Public Agency Compliance Officer	\$1,500.00
Secretary to the Mayor Effective (11/23/2022 through 12/31/2022)	\$40,000.00
Bd. of Health Secretary/Registrar	\$11,171.13
Deputy Registrar	\$10,244.82
Certified Tax Collector/Collector of Water Consumer Accounts	\$60,933.48
Chief Finance Officer/Treasurer	\$124,848.00
Tax Assessor	\$27,123.06
Plumbing Subcode Official	\$17,376.83
Electrical Subcode Official	\$14,094.93
Fire Official	\$54,017.93
Fire Protection Subcode Official	\$6,539.91
Municipal Court Judge	\$31,275.93
Public Works Superintendent	\$124,800.00
Water Distribution Operator	\$7,539.20
Mechanic Supervisor	\$2,329.69
Fire Signal System Superintendent	\$3,455.52
Licensed Waste Water Collection System Operator	\$4,416.32
CRS Coordinator	\$2,601.00
Storm Water Coordinator	\$4,265.64
Class 2/Special Officer (Shared Services w/ BOE) effective September 1, 2022	\$56,457.00
Class 2/Special Officer (Summer School - Shared Services w/ BOE) effective July 1, 2022	\$4,000.00
Class 3/Special Officer (Shared Services w/ BOE) effective Sept 1, 2022	\$45,844.92
Code Enforcement Officer	\$44,570.74
Recycling Program Aide (Full Time)	\$45,777.60
Senior Citizen Coordinator	\$5,760.69
Director of Recreation	\$77,000.00
Open Space Coordinator	\$14,500.00
Municipal Court Administrator	\$76,000.00

2. Said salaries shall be effective January 1, 2023 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.

3. 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.

1. 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.
2. 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.
3. 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.
4. 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.
5. 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:

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

Approve:

\_\_\_\_\_  
Keith Kazmark, Mayor

**Introduced: January 4, 2023**

**Adopted:**

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

**ORDINANCE NO. 23-02**

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-17 AND LISTS  
IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN  
OFFICIALS AND HOURLY AND OTHER EMPLOYEES FOR THE  
BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR  
THE YEAR 2023.**

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

1. That the annual salaries of certain officials and employees of the Borough of Woodland Park for the year 2023 shall be as follows:

Confidential Assistant (Assigned to the DPW) (Part Time - Hourly)	\$23.46
Electrical Inspector (per hour)	\$39.95
Recreation Field Scheduler	\$1,061.21
Police Chaplain	\$2,653.02
Chief of Police	\$189,750.36
Deputy Police Chief	\$172,169.49
Acting Supervisor Public Works	\$7,650.00
Audio/Visual Broadcasting of Meetings (per meeting)	\$67.58
Assistant Tax Assessor (Per Hour)	\$36.99
UCC Plan Review Stipend (outside WP) (Per Hour)	\$30.19
Uniform & Safety: Fire Prevention Specialist 1 (Per Hour)	\$28.56
Uniform & Safety: Fire Prevention Specialist 2 (Per Hour)	\$20.00
Court Officer (Per Hour)	\$19.83
Recycling Staff (Per Hour)	\$13.26 - \$20.40
Crossing Guard Coordinator	\$2,601.00
Recycling Coordinator	\$3,121.20
OEM Coordinator	\$10,195.92
Planning & Zoning Secretarial (Per Board \$2,706.08)	\$5,520.40
Alternate Registrar	\$7,500.00
Police Radio Dispatcher 1 (per diem as needed)	\$16.49
Police Radio Dispatcher 2 (per diem as needed)	\$16.99
Police Radio Dispatcher 3 (per diem as needed)	\$17.68
Police Radio Dispatcher 4 (per diem as needed)	\$18.31
Planning Bd/ Bd of Adj Sect-Special Mtgs (Funded through escrow Per Hour)	\$32.48
School Traffic Guards (Per Hour)	\$20.82
Special Police/Police Matron/Constables (Per Hour)	\$19.35-\$26.00
Laborers Grade B (Per Hour)	\$14.62
Laborers Grade A (Per Hour)	\$16.95
Emergency Truck Driver (Per Hour)	\$16.95
Secretarial/Clerical/Administrative Help (Per Hour)	\$15.53 - \$21.02
Filing Help (Per Hour)	\$13.26
Recreation Clerk (Part Time - Per Hour)	\$23.66
Court Clerk (Per Hour)	\$20.82
Supervisor Custodial Services (Schools – Per Weekend)	\$114.43
Custodial Services (Schools - Per Hour)	\$33.42
Custodial Services Boys & Girls Club – (Part Time - Per Week)	\$312.12
Custodial Services (Part Time - Per Hour)	\$17.98

Camp Director	\$7,140.00
Camp Counselor – 1 <sup>st</sup> year to College (Per Hour)	\$10.72
Camp Counselor – Head (Per Hour)	\$11.44
Camp Counselor - Teacher (Per Hour)	\$13.53
Special Needs Recreation Coordinator (Per Hour)	\$12.36
Camp EMT (Per Hour)	\$15.09
Assistant Camp Director (Per Hour)	\$15.61
Park Ranger (Per Hour)	\$16.86
Spray Park Attendant	\$10.72
Municipal Alliance Coordinator	\$3,686.00
Farmers Market Manager (Per Hour)	\$25.50
Before & After School Care Supervisor	\$8,000.00
Before & After School Care Counselors	\$15.00 - \$25.00

2. Said salaries shall be effective January 1, 2023 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.
3. 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 1<sup>st</sup> 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 1<sup>st</sup> 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.

4. 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. 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 all 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 notice.

- i. 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.
- ii. 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:

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Sandra Olivola, Municipal Clerk

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Keith Kazmark, Mayor

**Introduced: January 4, 2023**

**Adopted:**