

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
NOVEMBER 22, 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 4, 2023 detailing the time and place, with notice given to the public by posting a copy thereof on the bulletin board in the Municipal Building, transmitting copies to the Herald News and The Record of Woodland Park.
2. **Flag salute and Prayer**
3. **Roll Call**
4. **Public Hearing:**
 - OPEN:** Motion to open the public session. Motion to open the public session by _____ Seconded by _____.
 - **ROLL CALL:**
 - CLOSE:** Motion to close the public session. Motion to close the public session by _____ Seconded by _____.
 - **ROLL CALL:**
5. **Committee Reports:**
 - A. Administration & Finance – Councilwoman Gatti
 - B. Public Works – Councilman Chaabane
 - C. Public Safety – Councilman DeCesare
 - D. Health, Senior Services & Veterans Affairs – Councilwoman Tiseo
 - E. Recreation & Community Relations – Councilwoman Tiseo
 - F. Laws & Ordinances – Councilman Sica
6. **Business Administrator’s Report:**
7. **Mayor’s Report:**
8. **Municipal Attorney’s Report:**
9. **Consent Agenda:**

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

- A. **Resolution R23-280, a resolution to authorize the Tax Collector to issue a Disabled Veteran’s Tax refund to Michael C. Palmer owner of property located at Block 46, Lot 2.02 in the amount of \$2,368.70 and to adjust the 2024 1st and 2nd quarter tax payments.**
- B. **Resolution R23-281, a resolution to approve the extension of contract with Gaeta Recycling Co., 278-282 West Railway Avenue, Paterson, NJ 07503 for the disposal of all solid waste collection within the Borough, from January 1, 2024 through December 31, 2025, at the same terms and conditions as the current contract.**
- C. **Resolution R23-282, a resolution to approve the extension of contract with Suburban Disposal Inc., 54 Montesano Road, Fairfield, NJ, for the pickup and transportation of all solid waste collection within the Borough through December 31, 2025, at the same terms and conditions as the current contract.**

- D. Resolution R23-283, a resolution to amend resolution R23-021 appointment of Risk Manager not to exceed of \$9,200.00.
- E. Resolution R23-284, a resolution to authorize a refund for the overpayment of taxes to CoreLogic Centralized Refunds, P.O Box 9202 Coppell, TX 75019-9760 with reference to Block 113, Lot 12.01, qualifier C3503 in the amount of \$4,467.91.
- F. Resolution R23-285, a resolution to authorize a refund for the overpayment of taxes to CoreLogic Centralized Refunds, P.O Box 9202 Coppell, TX 75019-9760 with reference to Block 113, Lot 12.01, qualifier C3503 in the amount of \$2,492.92.
- G. Resolution R23-286, a resolution based on the recommendation of Chief Paul Salomone, Jr., to approve the application of Matthew Thomas Roehrich of Woodland Park, New Jersey to become a West Paterson Junior Volunteer Firefighter.
- H. Resolution R23-287, a resolution to approve a permit refund based upon the recommendation by Allan Burghardt, Code Enforcement Officer in the total amount of 144.00.
- I. Resolution R23-288 a resolution to approve the actions noted in the Consent Agenda, items A. through I., be and are hereby approved and the proper officers are directed to take necessary action on same.

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

- **ROLL CALL:**

10. Collector/Treasurer Report:

CFO, Heather Barkenbush authorization for payment:

- Authorize payment of the 11/30/2023 regular and miscellaneous payroll estimated at \$390,000.00.

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

- **ROLL CALL:**

- Authorize Payment of bills from voucher list of 11/22/2023 totaling \$2,741,899.57.

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

- **ROLL CALL:**

11. Department Reports:

1. Fire Prevention Monthly Report of October 2023
2. Police Department monthly report of October 2023
3. Summary Budget Status Report as of November 17, 2023

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

- **ALL IN FAVOR:**

12. Old Business:

13. New Business:

A. Introduction to Ordinance 23-22

- B. Resolution R23-289, a resolution to introduce Ordinance 23-22 AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-01 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 RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance R23-289, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

MOTION: Motion to Introduce Ordinance 23-22 by _____, seconded by_____.

- **ROLL CALL:**

C. Introduction to Ordinance 23-23

- D. Resolution R23-290, a resolution to introduce Ordinance 23-23 AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-02 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 RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance R23-289, heretofore introduced, does now pass on first reading and that the Borough Clerk is hereby authorized and directed to publish said ordinance according to law.

MOTION: Motion to Introduce Ordinance 23-23 by _____, seconded by_____.

- **ROLL CALL:**

14. Executive Session:

15. Adjournment:

MOTION: Motion to Adjourn the Meeting by _____Seconded by_____.

- **ROLL CALL:**

**Sandra Olivola, RMC
Municipal Clerk**

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-280**

MOTIONED BY:
SECONDED BY:

**RESOLUTION AUTHORIZING THE APPROVAL OF A DISABLED VETERAN TAX
EXEMPTION AND TAX CREDIT TO MICHAEL C. PALMER FOR THE PROPERTY LOCATED
AT 25 HUGO AVENUE, BLOCK 46 ON LOT 2.02**

WHEREAS, Michael C. Palmer is the owner of the property located at 25 Hugo Avenue, in Block 46 on Lot 2.02 as set forth on the official tax map of the Borough of Woodland Park, and who had filed an application for a Disabled Veteran Tax Exemption which was approved by the Tax Assessor on October 26, 2023.

WHEREAS, Mr. Palmer was deemed to be 100% permanently and totally disabled as the result of his wartime injuries by letter from the VA dated August 17, 2023 effective as of December 1, 2022, so by statute he is entitled to the tax exemption as of August 17, 2023; and

WHEREAS, since Mr. Palmer owns only 50% of the property with his spouse, he is only entitled to a tax exemption on 50% of the property that he owns and occupies as his principal residence; and

WHEREAS, since the Tax Assessor has approved the tax exemption as of August 17, 2023 on 50% of the property, and the owners have paid their 2023 3rd and 4th quarter tax payments, as per the calculations of the Tax Collector they, are due a total refund of \$2,368.70; and

WHEREAS, the governing body must authorize the Tax Collector to refund taxes in the amount of \$2,368.70 which is the total amount of the overpayment; and

WHEREAS, the governing body will also have to authorize the Tax Collector to adjust the 2024 1st and 2nd quarter tax payments, due to the fact the property is now 50% tax exempt.

NOW, THEREFORE, BE IT RESOLVED by the Acting Mayor and Council of the Borough of Woodland Park in the County of Passaic and State of New Jersey, as follows:

1. The owners shall be given a tax refund in the amount of \$2,368.70 as the property was made 50% tax exempt effective as of August 17, 2023.
2. The Borough Tax Collector is hereby authorized to issue the refund in the amount of \$2,368.70, and is also authorized to adjust the 2024 1st and 2nd quarter tax payments.
3. This Resolution shall take effect immediately or as otherwise provided by law.

Record of Acting Mayor and Council Vote on Passage

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

This Resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the November 22, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this purchase under line item 3-01-55-008-006-003.

November 22, 2023

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-281**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION TO APPROVE A CONTRACT EXTENSION FOR THE
DISPOSAL OF BOROUGH SOLID WASTE – GAETA RECYCLING CO.**

WHEREAS, the Borough of Woodland Park presently has a contract with Gaeta Recycling Co., 278-282 West Railway Avenue, Paterson, NJ 07503 for the disposal of all solid waste collection within the Borough, which is set to expire on December 31, 2023; and

WHEREAS, Administration has requested of Gaeta Recycling Co., and Gaeta Recycling Co has agreed, to extend the current contract for two years through December 31, 2025, at the same terms and conditions as the current contract; and

WHEREAS, that the Acting Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, do hereby extend through December 31, 2025 the current contract with Gaeta Recycling Co. Inc., for the disposal of solid waste in an amount of \$84.00/ton for the time period January 1, 2024 through December 31, 2024 and in an amount of \$92.00/ton for the time period January 1, 2025 through December 31, 2025;

NOW THEREFORE BE IT FURTHER RESOLVED, that the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby extend through December 31, 2025 the current contract with Gaeta Recycling Co. Inc., 278-282 West Railway Avenue, Paterson, NJ 07503, for the disposal of the Borough’s solid waste at the 2024 and 2025 rates, under the same terms and conditions as stated in the current contract.

Record of Acting Mayor and Council Vote on Passage

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

This Resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the November 22, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park do hereby confirm that there will be sufficient funds available for this award in the 2024 municipal budget.

November 22, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-282**

MOTIONED BY:

SECONDED BY:

**A RESOLUTION TO APPROVE A CONTRACT EXTENSION FOR THE PICKUP,
AND TRANSPORTATION OF BOROUGH SOLID WASTE – SUURBAN DISPOSAL INC.**

WHEREAS, the Borough of Woodland Park presently has a contract with Suburban Disposal Inc., 54 Montesano Road, Fairfield, NJ, for the pickup and transportation of all solid waste collection within the Borough, which is set to expire on December 31, 2023; and

WHEREAS, Administration has requested of Suburban Disposal Inc. and Suburban Disposal Inc. have both agreed, to extend the current contract for two years through December 31, 2025, at the same terms and conditions as the current contract; and

WHEREAS, that the Acting Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, do hereby extend through December 31, 2025 to Suburban Disposal Inc., 54 Montesano Road, Fairfield, NJ for the collection and transportation of solid waste in the amount of \$686,000.00 for the time period January 1, 2024 through December 31, 2024 and in the amount of \$720,000.00 for the time period January 1, 2025 through December 31, 2025; and

NOW THEREFORE BE IT RESOLVED, that the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby extend through December 31, 2025 the current contract with Suburban Disposal Inc., 54 Montesano Road, Fairfield, NJ for the collection and transportation of the Borough’s solid waste at the 2024 and 2025 rates, under the same terms and conditions as stated in the current contract.

Record of Acting Mayor and Council Vote on Passage

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

This Resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the November 22, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park do hereby confirm that there will be sufficient funds available for this award in the 2024 municipal budget.

November 22, 2023

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-283**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION TO AMEND RESOLUTION 23-021
APPOINTMENT OF RISK MANAGER**

WHEREAS, the Acting 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 Acting Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based upon the recommendation of Evaluation Committee, do hereby appoint the firm of Professional Insurance Associates, 429 Hackensack Street, Carlstadt, New Jersey to represent the Borough in matters relating to the Borough’s participation in the North Jersey Municipal Employer Benefits Fund for the calendar year of 2022 in an amount not to exceed of \$9,200.00.

Record of Acting Mayor and Council Vote on Passage

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

This Resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the November 22, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this contract under line item 3-01-23-210-210-100.

November 22, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-284**

MOTIONED BY:
SECONDED BY:

OVERPAYMENT OF TAXES

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey have been informed by the Tax Collector of the Borough of Woodland Park that an overpayment of taxes, in the amount of \$4,467.91 was made by CoreLogic Centralized Refunds with reference to, Block 113, Lot 12.01, qualifier C3503; and

WHEREAS, CoreLogic Centralized Refunds have requested, in writing, that this overpayment be returned to them; and

WHEREAS, the Tax Collector of the Borough of Woodland Park hereby requests a refund of said overpayment be made to CoreLogic Centralized Refunds;

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector be and is hereby authorized to refund the total of \$4,467.91 for the overpayment of taxes to CoreLogic Centralized Refunds, P.O Box 9202 Coppell, TX 75019-9760 with reference to Block 113, Lot 12.01, qualifier C3503; and

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

Record of Acting Mayor and Council Vote on Passage

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

This resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular meeting held on the 22nd of November, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Certified Municipal Finance Officer for the Borough of Woodland Park does hereby confirm that there will be sufficient funds available to cover the costs of this contract under line item 3-01-55-008-006-003.

November 22, 2023

Heather Barkenbush, CMFO

Dated

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

November 22, 2023

Bernadette Lawler, Tax & Water Collector

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-285**

MOTIONED BY:
SECONDED BY:

OVERPAYMENT OF TAXES

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey have been informed by the Tax Collector of the Borough of Woodland Park that an overpayment of taxes, in the amount of \$2,492.92 was made by CoreLogic Centralized Refunds with reference to, Block 110.18, Lot 3; and

WHEREAS, CoreLogic Centralized Refunds have requested, in writing, that this overpayment be returned to them; and

WHEREAS, the Tax Collector of the Borough of Woodland Park hereby requests a refund of said overpayment be made to CoreLogic Centralized Refunds;

NOW, THEREFORE, BE IT RESOLVED that the Tax Collector be and is hereby authorized to refund the total of \$2,492.92 for the overpayment of taxes to CoreLogic Centralized Refunds, P.O Box 9202 Coppell, TX 75019-9760 with reference to Block 110.18, Lot 3; and

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

Record of Acting Mayor and Council Vote on Passage

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

This resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular meeting held on the 22nd of November, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Certified Municipal Finance Officer for the Borough of Woodland Park does hereby confirm that there will be sufficient funds available to cover the costs of this contract under line item 3-01-55-008-006-003.

November 22, 2023

Heather Barkenbush, CMFO Dated

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

November 22, 2023

Bernadette Lawler, Tax & Water Collector Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-286**

MOTIONED BY:
SECONDED BY:

ACCEPTANCE OF JUNIOR FIREFIGHTER APPLICATION

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in receipt of an application from Matthew Thomas Roehrich of Woodland Park, New Jersey is seeking approval to become a West Paterson Junior Volunteer Firefighter; and

WHEREAS, the above-named applicant agrees to comply with all of the rules and regulations of the West Paterson Fire Department and the Borough Ordinances pertaining to the West Paterson Fire Department;

NOW, THEREFORE BE IT RESOLVED, that the Acting Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, based on the recommendation of Chief Paul Salomone, Jr., approves the application of Matthew Thomas Roehrich of Woodland Park, New Jersey to become a West Paterson Junior Volunteer Firefighter.

Record of Acting Mayor and Council Vote on Passage

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

This Resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the November 22, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-288**

MOTIONED BY:
SECONDED BY:

APPROVAL OF CONSENT AGENDA

BE IT RESOLVED, by the Acting Mayor and Council of the Borough of Woodland Park that the actions noted in the Consent Agenda, items A. through I., be and are hereby approved and the proper officers are directed to take necessary action on same.

Record of Acting Mayor and Council Vote on Passage

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

This resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 22nd day of November, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-289**

**MOTIONED BY:
SECONDED BY:**

INTRODUCTION TO ORDINANCE 23-22

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-01 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**

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 22nd day of November, 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 Acting Mayor and Council Vote on Passage

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

This resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular meeting held on the 22nd of November, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

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

ORDINANCE NO. 23-22

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-01 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
Business Administrator	\$ 148,000.00
Borough Clerk	\$ 81,402.08
Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer/OEM	\$ 9,703.74
Public Agency Compliance Officer	\$ 1,500.00
Deputy Registrar	\$ 10,449.72
Deputy Municipal Clerk	\$ 38,167.04
Bd. of Health Secretary/Registrar	\$ 11,171.13
Secretary to the Mayor	\$ 40,000.00
Certified Tax Collector/Collector of Water Consumer Accounts	\$ 62,152.15
Chief Finance Officer/Treasurer	\$ 132,344.96
Tax Assessor	\$ 27,665.52
Plumbing Subcode Official	\$ 17,715.19
Electrical Subcode Official	\$ 14,094.93
Fire Official	\$ 55,098.29
Fire Protection Subcode Official	\$ 6,670.71
Municipal Court Judge	\$ 31,901.45
Public Works Superintendent	\$ 134,796.00
Water Distribution Operator	\$ 7,689.98
Mechanic Supervisor	\$ 2,376.28
Fire Signal System Superintendent	\$ 3,524.63
Licensed Waste Water Collection System Operator	\$ 4,504.65
Storm Water Coordinator	\$ 4,350.95
CRS Coordinator	\$ 2,653.02
IT Coordinator	\$ 112,000.00
Code Enforcement Officer	\$ 45,462.15
Recycling Program Aide (Full Time)	\$ 46,693.15
Senior Coordinator	\$ 5,760.69
Director of Recreation; Open Space Coordinator	\$ 96,075.00
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.

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

Attest:

Approve:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Acting Mayor

Introduced:

Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-290**

**MOTIONED BY:
SECONDED BY:**

INTRODUCTION TO ORDINANCE 23-23

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-02 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**

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 22nd day of November, 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 Acting Mayor and Council Vote on Passage

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

This resolution was approved by the Acting Mayor and Council of the Borough of Woodland Park at a regular meeting held on the 22nd of November, 2023. Signed and sealed before me.

November 22, 2023

Sandra Olivola, Municipal Clerk

Dated

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

ORDINANCE NO. 23-23

**AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 22-02 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:

- 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
Recycling Coordinator	\$3,121.20
Police Chaplain	\$2,653.02
Chief of Police	\$194,850.36
Deputy Police Chief	\$172,169.49
Deputy Police Chief as of 10/1/2023	\$177,269.49
Audio/Visual Broadcasting of Meetings (per hour)	\$75.00
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
OEM Coordinator	\$10,195.92
Assistant Supervisor to Public Works	\$7,650.00
Planning & Zoning Secretarial per Board \$2,815.40	\$5,520.40
Alternate Registrar	\$8,602.00
Police Radio Dispatcher (per diem as needed)	\$14.13 - \$19.00
Planning Bd/ Bd of Adj Sect-Special Mtgs funded through escrow (Per Hour)	\$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)	\$23.65
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 st 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	\$3,575.73

Farmers Market Manager (Per Hour)	\$25.50
Before & After School Care Supervisor	\$8,000.00
Before & After School Care Counselors	\$15.00 - 25.50
Recreation Supervisor	\$5,000.00

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.

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.
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7. 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:

Tracy Kallert, Acting Mayor

Introduced:

Adopted: