

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
DECEMBER 6, 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. **Presentation:**
 - Presentation by the Girl Scout Troup 97702
 - Recognition of the Passaic County Sheriff's Cadet Academy Graduates
 - Francesco Vincenti, Jr.
 - Amayiah J. Pena
 - Presentation by Borough Engineer Joseph Pomante on the overmount "Road Diet"
5. **Public Hearing:**

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

- **ROLL CALL:**

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

- **ROLL CALL:**
6. **Council Comments:**
7. **Business Administrator's Report:**
8. **Mayor's Report:**
9. **Municipal Attorney's Report:**
10. **Consent Agenda:**

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

- A. **Resolution R23-291, a resolution to authorize the Recreation Department to hire certain individuals as listed in the resolution as staff for the 2023-2024 Before and After Care beginning on December 4, 2024 to the end of the school year in June 2024.**
- B. **Resolution R23-292, a resolution to authorize the disbursement of \$64,113.00 to the members of the West Paterson Fire Department, representing their clothing allowance.**
- C. **Resolution R23-293, a resolution to request the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the Calendar Year 2023 in the sum of \$7,000.00.**

- D. Resolution R23-294, a resolution to amend resolution 23-172 to approve the Shared Services Agreement with regard to sharing a Class 2 Special Officer with the Woodland Park Board of Education from September 1, 2023 through June 30, 2024 for a total cost \$61,229.20.
- E. Resolution R23-295, a resolution to amend resolution 23-173 to approve the Shared Services Agreement with regard to sharing a Class 3 Special Officer with the Woodland Park Board of Education from September 1, 2023 through June 30, 2024 for a total cost \$50,405.20.
- F. Resolution R23-296, a resolution to authorize the payment to Chief John Uzzalino for a portion of his compensatory time in the amount of \$46,059.88.
- G. Resolution R23-297, a resolution to authorize the payment to Deputy Chief Lou DeLuca for a portion of his compensatory time in the amount of \$33,025.70.
- H. Resolution R23-298, a resolution to authorize the Chief Municipal Financial Officer of the Borough of Woodland Park to transfers funds of various line items as listed in the resolution.
- I. Resolution R23-299 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:**

11. Collector/Treasurer Report:

CFO, Heather Barkenbush authorization for payment:

- Authorize payment of the 12/15/2023 regular and miscellaneous payroll estimated at \$470,000.00.

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

- **ROLL CALL:**

- Authorize Payment of bills from voucher list of 12/01/2023 totaling \$221,359.35

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

- **ROLL CALL:**

12. Department Reports:

1. Zoning Board of Adjustment Memorialization Resolution as to Application No. WDZ-0013
2. Millennium Strategies Monthly Activity Report of December 1, 2023
3. Summary Budget Status Report as of November 30, 2023

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

- **ALL IN FAVOR:**

13. Old Business:

A. Public Hearing on the adoption of Salary Ordinance 23-22

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:

B. Resolution R23-300, a resolution to adopt 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

WHEREAS, the above ordinance was read in title on second reading and a hearing held thereon;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance R23-23 be and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

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

- ROLL CALL:

C. Public Hearing on the adoption of Salary Ordinance 23-23

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:

D. Resolution R23-301, a resolution to adopt 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

WHEREAS, the above ordinance was read in title on second reading and a hearing held thereon;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance R23-23 be and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to law.

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

- ROLL CALL:

14. New Business:

A. Introduction to Ordinance 23-24

B. Resolution R23-301, a resolution to introduce ordinance AN ORDINANCE AUTHORIZING THE INCREASE OF THE BOROUGH'S ANNUAL LEVY FOR THE OPEN SPACE TRUST FUND

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance R23-24, 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 Adopt Ordinance 23-23 by _____, seconded by_____.

- **ROLL CALL:**

15. Executive Session:

16. 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 R23-291**

MOTIONED BY:
SECONDED BY:

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

WHEREAS, the Recreation Department of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in need of hiring Before and After Care Program staff for the school year beginning on December 4, 2023 through the conclusion of the school year in June of 2024; and

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

Charles Olbon	\$15.00	Luca Vapore
School #1 Supervisor	\$20.00	Sabrina Vapore

NOW, THEREFORE, BE IT RESOLVED, that the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby authorizes the Recreation Department to hire the above individual as staff for the 2023-2024 Before and After Care beginning on December 4, 2024 to the end of the school year in June 2024.

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 special meeting held on the 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-292**

MOTIONED BY:
SECONDED BY:

**FIRE DEPARTMENT
CLOTHING ALLOWANCE**

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey acknowledge a line item in the 2022 Budget, namely, Fire Department Clothing Allowance which is to be disbursed to the members of the West Paterson Fire Department on a yearly basis; and

WHEREAS, each member of the West Paterson Fire Department is to receive a specific amount of money to be used toward their clothing allowance each year as outlined on the attached list; and

WHEREAS, the amount available for the department’s clothing allowance for 2022, as stated in the 2023 Budget, is \$64,113.00; 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 hereby authorize the disbursement of \$64,113.00 to the members of the West Paterson Fire Department, representing their clothing allowance, as broken down on the attached list.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 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 disbursement in account 3-01-25-265-265-020.

December 6, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-293**

MOTIONED BY:
SECONDED BY:

INSERTION OF AN ITEM OF REVENUE

WHEREAS, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, said Director may also approve the insertion of an item of appropriation for an equal amount, and

WHEREAS, the Borough of Woodland Park has received notice of an award of \$7,000.00 from the State of New Jersey, division of Highway Traffic Safety, Drive Sober or Get Pulled Over crackdown grant and wishes to amend its Calendar Year 2023 Budget to include this amount as revenue.

NOW, THEREFORE, BE IT RESOLVED that the Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget of the Calendar Year 2023 in the sum of\$7,000.00.

Which is now available as an item of revenue from:

- Miscellaneous Revenues:
 - Section F: Special Items of General Revenue Anticipated
 - With Prior Written Consent of Director of Local Government Services – Public and Private Revenues
 - Offset with Appropriations:
 - New Jersey Division of Highway Traffic Safety – Drive Sober or Get Pulled Over

BE IT FURTHER RESOLVED that the like sum of\$7,000.00

Be and the same is hereby appropriated under the caption of:

- General Appropriations:
 - (A) Operations Excluded from CAPS
 - Public and Private Programs offset by Revenues:
 - New Jersey Division of Highway Traffic Safety – Drive Sober or Get Pulled Over

BE IT FURTHER RESOLVED, that the CFO has forwarded an electronic copy of this resolution to the Director of Local Government Services for approval.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-294**

MOTIONED BY:
SECONDED BY:

**RESOLUTION TO AMEND RESOLUTION R23-172
SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH
OF WOODLAND PARK AND THE WOODLAND PARK BOARD OF
EDUCATION – CLASS 2 SPECIAL POLICE OFFICER**

WHEREAS, the Borough of Woodland Park and the Woodland Park Board of Education hereby agree to enter into a Shared Services Agreement with regard to the provision of a Class 2 Special Officer; and

WHEREAS, the said Agreement is to promote the safety and well-being of students in the Woodland Park school system during the 2023-2024 school year; and

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park do hereby approve the Shared Services Agreement that has been developed;

NOW, THEREFORE, BE IT RESOLVED by the Acting Mayor and Council of the Borough of Woodland Park, that they hereby endorse the Shared Services Agreement with regard to sharing a Class 2 Special Officer with the Woodland Park Board of Education beginning September 1, 2023 and ending on June 30, 2024 for a total cost of Sixty-one thousand two hundred twenty-nine (\$61,229.20) dollars and twenty cents to be paid by the Borough of Woodland Park and reimbursed fifty percent of that by the Woodland Park Board of Education in the amount of thirty thousand six hundred fourteen (\$30,614.60) dollars and sixty cents, no later than December 31, 2023.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Certified Municipal Finance Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available in 3-01-25-240-240-018 to fund this agreement.

December 6, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-295**

**MOTIONED BY:
SECONDED BY:**

**A RESOLUTION TO AMEND RESOLUTION 23-173
SHARED SERVICES AGREEMENT BETWEEN THE BOROUGH
OF WOODLAND PARK AND THE WOODLAND PARK BOARD OF
EDUCATION – CLASS 3 POLICE OFFICER**

WHEREAS, the Borough of Woodland Park and the Woodland Park Board of Education hereby agree to enter into a Shared Services Agreement with regard to the provision of five Class 3 Special Officers; and

WHEREAS, the said Agreement is to promote the safety and well-being of students in the Woodland Park school system during the 2023-2024 school year; and

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park do hereby approve the Shared Services Agreement that has been developed;

NOW, THEREFORE, BE IT RESOLVED by the Acting Mayor and Council of the Borough of Woodland Park, that they hereby endorse the Shared Services Agreement with regard to sharing five Class 3 Special Officers with the Woodland Park Board of Education beginning July 1, 2023 and ending on June 30, 2024 for a total cost for each of fifty thousand four hundred five dollars and twenty cents (\$50,405.20) to be paid by the Borough of Woodland Park and reimbursed fifty percent of that by the Woodland Park Board of Education in the amount of twenty-three thousand three hundred eighty-one dollars (\$23,202.60), no later than December 31, 2023.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Certified Municipal Finance Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available in line item 3-01-25-240-240-018 to fund this agreement.

December 6, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-296**

MOTIONED BY:
SECONDED BY:

**COMPENSATORY TIME
CHIEF JOHN UZZALINO**

WHEREAS, on December 21, 2022 the Governing Body approved a Memorandum of Understanding with Police Chief John Uzzalino; and

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have identified that Chief Uzzalino has accrued benefit days over the course of his employment with the Borough of Woodland Park; and

WHEREAS, it has been determined that the referenced days were not taken in the year in which they were earned due to the needs of the municipality; and

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to pay for Chief Uzzalino’s compensatory time in order to reduce accumulated payouts in the future; and

WHEREAS, Chief Uzzalino had accumulated four-hundred and twenty-five (439) compensation hours; and

WHEREAS, Chief Uzzalino’s current hourly rate of pay has been calculated to be \$104.92/per hour;

NOW THEREFORE BE IT RESOLVED, that the Acting Mayor and Council, of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby authorize the payment to Chief John Uzzalino for a portion of his compensatory time in the amount of \$46,059.88.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available in line item 3-01-25-240-240-010 for this disbursement.

December 6, 2023

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-297**

MOTIONED BY:
SECONDED BY:

**COMPENSATORY TIME
DEPUTY CHIEF LOU DELUCA**

WHEREAS, on December 21, 2022 the Governing Body approved a Memorandum of Understanding with Deputy Chief Lou DeLuca; and

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have identified that Deputy Chief DeLuca has accrued benefit days over the course of his employment with the Borough of Woodland Park; and

WHEREAS, it has been determined that the referenced days were not taken in the year in which they were earned by Deputy Chief DeLuca due to the needs of the municipality; and

WHEREAS, the acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to pay Deputy Chief DeLuca for his sick and compensatory time in order to reduce accumulated payouts in the future;

WHEREAS, Deputy Chief DeLuca had accumulated two-hundred and seventy-two (96) compensation hours; and

WHEREAS, Deputy Chief Lou DeLuca had accumulated five-hundred sick hours of which he is entitled to payment in full, at his current rate of pay, on a one for two basis.

WHEREAS, Deputy Chief DeLuca’s current hourly rate of pay has been calculated to be \$95.45/per hour; 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, hereby authorize the payment to Deputy Chief Lou DeLuca for a portion of his compensatory time in the amount of \$33,025.70.

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk Dated

I, Heather Barkenbush, Chief Municipal Financial Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds in line item 3-01-25-240-240-010 available for this disbursement.

December 6, 2023

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-298**

MOTIONED BY:
SECONDED BY:

BUDGET TRANSFER

WHEREAS, the Acting Mayor and Council of the Borough of Woodland Park did adopt a budget for the year 2023 in accordance with Municipal Budget Law N.J.S.A. 40A:4 et seq.; and

WHEREAS, it has become necessary to transfer certain funds among the various line items as contained within the aforementioned adopted municipal budget; and

WHEREAS, N.J.S.A. 40A:4-58 allows for the transfer of funds among line items of and adopted municipal budget during the last two months of the fiscal year and N.J.S.A. 40A:4-59 appropriation transfers during first three months of succeeding year; and

NOW, THEREFORE, BE IT RESOLVED by the Acting Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, that the Chief Municipal Financial Officer of the Borough of Woodland Park is hereby authorized to make the transfers as listed on the following schedule among various line items:

December 6, 2023	2023 Budget Transfers	FROM	TO
3-01-20-110-110-010	Mayor & Council - S&W	\$ 6,000.00	
3-01-20-120-121-020	Elections O/E	\$ 11,000.00	
3-01-20-135-135-140	Annual Audit		\$ 5,000.00
3-01-26-290-290-010	Streets & Roads S&W	\$ 5,000.00	
3-01-26-290-290-020	Streets & Roads OE	\$ 5,000.00	
3-01-26-291-291-020	Snow Removal O/E		\$ 5,000.00
3-01-26-300-301-010	Sewer Systems S&W	\$ 4,000.00	
3-01-26-305-306-010	Recycling S&W	\$ 6,000.00	
3-01-26-310-310-010	Building & Grounds -S&W	\$ 3,000.00	
3-01-26-315-315-010	Vehicle Maintenance - S&W	\$ 2,000.00	
3-01-30-420-420-020	Celebration of Public Events	\$ 13,000.00	
3-01-30-425-425-020	Salary & Wage Adjustment		\$ 20,000.00
3-01-31-435-435-020	Street Lighting		\$ 13,000.00
3-01-36-472-472-020	Social Security		\$ 12,000.00
	TOTAL	\$ 55,000.00	\$ 55,000.00

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

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

December 6, 2023

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-299**

MOTIONED BY:
SECONDED BY:

2024 BOROUGH HOLIDAY SCHEDULE

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that the following 2024 Holiday Schedule is hereby approved for the year 2024:

New Year's Day	Monday	January 1
Martin Luther King, Jr	Monday	January 15
Presidents Day	Monday	February 19
Good Friday	Friday	March 29
Memorial Day	Monday	May 27
Independence Day	Thursday	July 4
Labor Day	Monday	September 2
Columbus Day	<i>Monday</i>	October 14
*Election Day	Tuesday	November 5
Veteran Day	<i>Monday</i>	November 11
Thanksgiving	<i>Thursday</i>	November 28
Day After Thanksgiving	Friday	November 29
½ Day Christmas Eve	Tuesday	December 24
Christmas Day	Wednesday	December 25

*Except for the Municipal Clerk's Office

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-300**

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 6th day of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-301**

MOTIONED BY:
SECONDED BY:

ADOPTION OF 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**

WHEREAS, the Borough of Woodland Park, County of Passaic, State of New Jersey, desires to adopt an ordinance entitled 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; and

WHEREAS, notice of introduction and passage on first reading was published in the Herald News dated September 28, 2023 setting the date of December 6, 2023 or soon thereafter for the public hearing and consideration for final passage; and

WHEREAS, copies of the ordinance were posted on the Borough’s official bulletin board and copies made available to all those desiring same; and

WHEREAS, in compliance with State Statute, a public hearing on the above referenced ordinance was conducted on December 6, 2023 at the regularly scheduled meeting of the Acting Mayor and Council;

NOW, THEREFORE BE IT RESOLVED, that 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 and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to 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 6th day of December, 2023. Signed and sealed before me.

December 6, 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 are 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: November 22, 2023

Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-302**

MOTIONED BY:
SECONDED BY:

ADOPTION OF 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**

WHEREAS, the Borough of Woodland Park, County of Passaic, State of New Jersey, desires to adopt an ordinance entitled 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; and

WHEREAS, notice of introduction and passage on first reading was published in the Herald News dated September 28, 2023 setting the date of December 6, 2023 or soon thereafter for the public hearing and consideration for final passage; and

WHEREAS, copies of the ordinance were posted on the Borough’s official bulletin board and copies made available to all those desiring same; and

WHEREAS, in compliance with State Statute, a public hearing on the above referenced ordinance was conducted on December 6, 2023 at the regularly scheduled meeting of the Acting Mayor and Council;

NOW, THEREFORE BE IT RESOLVED, that 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 and is hereby adopted as having been approved on second and final reading, and the Municipal Clerk is hereby authorized and directed to publish said Ordinances according to 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 6th day of December, 2023. Signed and sealed before me.

December 6, 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:

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
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.

6. 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.

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: November 22, 2023
Adopted:

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R23-303**

**MOTIONED BY:
SECONDED BY:**

INTRODUCTION TO ORDINANCE 23-24

**AN ORDINANCE AUTHORIZING THE INCREASE OF THE
BOROUGH’S ANNUAL LEVY FOR THE OPEN SPACE TRUST FUND**

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 6th day of December, 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 6th of December, 2023. Signed and sealed before me.

December 6, 2023

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
COUNTY OF PASSAIC
STATE OF NEW JERSEY
ORDINANCE NO. 23-24**

**AN ORDINANCE AUTHORIZING THE INCREASE OF THE
BOROUGH'S ANNUAL LEVY FOR THE OPEN SPACE TRUST FUND**

WHEREAS, the Mayor and Council for the Borough of Woodland Park has followed the will of the Borough's electorate (voters), who approved a referendum in 2006, to establish a trust fund to develop and maintain the public land and acquire land for recreation and conservation purposes, preserve and/or acquire historic properties, and fund related upkeep and maintenance.

WHEREAS, an additional non-binding referendum was issued to the general public (voters) during the general election of 2023 on November 7, 2023, wherein a vote was taken on a non-binding referendum, to determine whether or not to increase the tax levy for the Open Space Trust Fund from one cent per one hundred dollars of assessed value for taxable property, to three cents per one hundred dollars charged for taxable property;

WHEREAS, N.J.S.A. 40:12-15.7, et seq., authorizes the Mayor and Council to take action on all non-binding referendums relative to the Open Space Trust Fund, and with the public voting favorably to increase the Open Space Trust Fund, during the General Election of November 7, 2023;

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Woodland Park, County of Passaic, and State of New Jersey, that the tax levy for taxable properties attributable to the Open Space Trust Fund will be increased from one cent to three cents, per one hundred dollars of taxable property value, for properties that pay taxes in the Borough of Woodland Park;

WHEREAS, this action is vital for the preservation and maintenance of recreational spaces for the residents of the Borough of Woodland Park, County of Passaic, and the State of New Jersey, and can only be achieved through a definitive long-term plan and a fixed source of funding, for projects that are necessary and required to achieve the goals of the Open Public Space Trust Fund.

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

Attest:

Sandra Olivola, Municipal Clerk

Approve:

Tracy Kallert, Acting Mayor

Introduced:

Adopted: