

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
OCTOBER 16, 2024**

1. In accordance with the Open Public Meeting Law, P.L.1975, chapter 231, notice requirements for this meeting have been set forth in the resolution adopted by the Municipal Council at its Reorganization Meeting of January 3, 2024 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:**
 - Proclamation in Recognition of Terry Olivo's 90th Birthday
 - Proclamation to be Presented to Members of the Roma Club Recognizing Italian Heritage Month
 - Proclamation in Recognition of Ace Metal Kraft Metal Fabrication Celebrating 65 Years of Being in Business in Woodland Park
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. **Approval of Minutes:**
 - Regular Meeting of November 1, 2023
 - Regular Meeting of November 22, 2023
7. **Committee Reports:**
 - A. Administration & Finance – Councilwoman Gatti
 - B. Public Works – Councilman Chaabane
 - C. Public Safety – Councilman DeCesare
 - D. Health & Senior Services – Councilman Torres
 - E. Recreation, Community Relations & Veterans Affairs – Councilwoman Tiseo
 - F. Laws & Ordinances – Councilman Sica
8. **Borough Administrators Report:**
9. **Mayor's Report:**
10. **Municipal Attorney's Report:**

11. 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 R24-242, a resolution requesting the Director of the Division of Local Government Services approve the insertion of an item of revenue in the budget of Calendar Year 2024 in the sum of \$10,000.00.**
- B. Resolution R24-243, a resolution approving the waiving of the fifty-dollar (\$50.00) Department of Health and fifty-five dollar (\$55.00) Fire Prevention inspection fees, for those food vendors selling food at the Holiday Lights Parade and Winter Festival on November 30, 2024.**
- C. Resolution R24-244, authorizing the closure of Dowling Parkway beginning at 10:00 a.m. for the Winter Festival, Tree Lighting and the Holiday Lights Parade on November 30, 2024.**
- D. Resolution R24-245, a resolution authorizing the closure of Memorial Drive for Woodland Park Municipal Alliance Against Drugs & Alcohol to hold their annual Trunk or Treat event on October 31, 2024 from 4:00 P.M. to 8:00 P.M.**
- E. Resolution R24-246, a resolution to amend resolution R24-236 a resolution to authorize the Recreation Department to hire the individuals listed in the resolution as staff for the 2024-2025 Before and After Care beginning on September 9, 2024 to the end of the school year in June 2025.**
- F. Resolution R24-247, a resolution to authorize the Recreation Department to hire the individuals listed in the resolution as staff for the 2024-2025 Before and After Care beginning on September 9, 2024 to the end of the school year in June 2025.**
- G. Resolution R24-248, a resolution to authorize to refund Ayla Alfaouri, in the amount of \$910.00 for before and after care registration.**
- H. Resolution R24-249, a resolution to authorize to accept a subaward grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$45,150.00, under the Safe and Secure Communities Program, Grant No. 25-100-066-1020-497 with Match-Fringe Benefits, for a total project cost of \$723,178.98.**
- I. Resolution R24-250, a resolution to amend resolution R24-014 Appointing a Municipal Engineer for a need to increase the award of contract from \$50,000.00 to \$60,000.00.**
- J. Resolution R24-251, a resolution to award a contract to Boswell Engineering, 330 Phillips Avenue, P.O. Box 3152, South Hackensack, New Jersey to create a Stormwater Infrastructure Map to ensure future compliance with the NJDEP requirements at a cost not to exceed of \$24,500.00.**
- K. Resolution R24-252, a resolution to amend resolution R24-166 to amend the contract with Northeast Roof Maintenance, Inc. and increasing the contract by 19.04% in the amount of \$30,650.00 for a total amount not to exceed of \$191,650.00.**
- L. Resolution R24-253, a resolution to authorize the Municipality to cut the grass and weeds at 171 Jackson Avenue, Woodland Park, New Jersey 07424.**
- M. Resolution R24-254, a resolution to authorize the appointment of Sandra Olivola to the position of Qualified Purchasing Agent to act with authority, responsibility, and accountability with regard to the purchasing activity for the Borough of Woodland Park effective July 1, 2024 for an annual salary increase of \$10,000.00.**

N. Resolution R24-255, a resolution to approve the actions noted in the Consent Agenda, items A. through N., 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:**

12. Collector/Treasurer Report:

CMFO, Heather Barkenbush authorization for payment:

- Authorize payment of the 10/30/2024 regular and miscellaneous payroll estimated at \$397,000.00.

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

- **ROLL CALL:**

- Authorize Payment of bills from voucher list of 10/16/2024 totaling \$3,221,559.90.

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

- **ROLL CALL:**

13. Department Reports:

1. Summary of Court Matters for September 2024
2. Fire Prevention Report for September 2024
3. Planning Board Resolution Docket No. 24-006
4. Summary Budget Status Report as of October 16, 2024

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

- **ALL IN FAVOR:**

14. Old Business:

15. New Business:

16. Executive Session:

17. Adjournment:

MOTION: Motion to Adjourn the Meeting by _____Seconded by_____.

- **ALL IN FAVOR:**

**Sandra Olivola, RMC
Municipal Clerk**

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-242**

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 \$10,000.00 from the New Jersey Department of Emergency Management Agency Assistance Grant and wishes to amend its Calendar Year 2024 Budget to include this amount as a revenue.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and 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 2024 in the sum of\$10,000.00

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 Emergency Management
Agency Assistance Grant

BE IT FURTHER RESOLVED that the like sum of\$10,000.00

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 Emergency Management
Agency Assistance Grant

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 Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-243**

MOTIONED BY:
SECONDED BY:

**DEPARTMENT OF HEALTH AND FIRE PREVENTION
FEE WAIVER – HOLIDAY LIGHTS PARADE AND WINTER FESTIVAL
NOVEMBER 30, 2024**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, acknowledge the efforts of Totowa, Little Falls and West Paterson Holiday Lights Parade and Winter Festival Committee in their endeavor to provide a successful event for the residents of Woodland Park; and

WHEREAS, the Totowa, Little Falls and West Paterson Lights Parade and Winter Festival Committee has requested that the Mayor and Council waive the Department of Health and Fire Prevention fees for vendors selling food at the Holiday Lights Parade and Winter Festival scheduled from November 30, 2024 from 1:00 PM to 4:30 PM (vendor set up at 10:00 AM);

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 waive the fifty-dollar (\$50.00) Department of Health and the fifty-five-dollar (\$55) Fire Prevention inspection fees, for those vendors selling food on November 30, 2024 at the Holiday Lights Parade and Winter Festival; and

BE IT FURTHER RESOLVED, that all food vendors are required to secure a Department of Health License, issued by the Board of Health Secretary and comply with all State and Borough laws, rules and regulations as it relates to the sale of food.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-244**

MOTIONED BY:
SECONDED BY:

**STREET CLOSURE - DOWLING PARKWAY
HOLIDAY LIGHTS PARADE AND WINTER FESTIVAL
NOVEMBER 30, 2024**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, acknowledge the efforts of Totowa, Little Falls and West Paterson Holiday Lights Parade and Winter Festival Committee in their endeavor to provide a successful event for the residents of Woodland Park; and

WHEREAS, the Totowa, Little Falls and West Paterson Lights Parade and Winter Festival Committee will be holding the Holiday Lights Parade and Winter Festival on November 30, 2024 from 10:00 AM to 4:30 PM (vendor set up at 10:00 AM);

WHEREAS, the Winter Festival Committee will be holding the Winter Festival on Dowling Parkway; and

WHEREAS, the Winter Festival Committee has requested the Mayor and Council’s approval for the closure of Memorial Drive; and

WHEREAS, the Winter Festival Committee accepts the conditions under Ordinance 99-16, Section 6-2 Noise and will abide by the NO public use of alcoholic beverages provision; and

WHEREAS, the Borough Woodland Park Department of Public Works shall affix “Emergency No Parking” signs on Dowling Parkway; and

WHEREAS, movable barricades will be placed on Dowling Parkway by the DPW at 10:00 A.M., which shall be positioned for ease of access and/or removal for emergency vehicles under the direction of Chief Luigi DeLuca, Woodland Park Police Department, and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby approve the Winter Festival Committee I “Winter Festival” located on Dowling Parkway as set forth in this resolution subject to the following conditions:

1. The roadway may be blocked off with barricades, but must remain clear for any emergency vehicle traffic.
2. No rides, games of chance, tables, grills of any kind, etc. shall be set up in the roadway (curb to curb).
3. Nothing permanently mounted or secured will be placed in the middle of this section of roadway to prevent access by emergency vehicles.
4. No consumption of alcohol beverages shall be permitted in public pursuant to Ordinance 07-08.
5. No vehicle shall be used to block off the roadway.
6. All local ordinances will apply during the event.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-245**

MOTIONED BY:
SECONDED BY:

**CLOSURE OF MEMORIAL DRIVE
MUNICIPAL ALLIANCE TRUNK OR TREAT**

WHEREAS, the Woodland Park Municipal Alliance Against Drugs & Alcohol will be holding their annual “Trunk of Treat” on Tuesday, October 31, 2024 from 4:00 P.M. to 9:00 P.M.; and

WHEREAS, the Municipal Alliance will be holding the “Trunk or Treat” with the West Paterson Boys and Girls Club on Memorial Drive; and

WHEREAS, the Municipal Alliance has requested the Mayor and Council’s approval for the closure of Memorial Drive; and

WHEREAS, the Woodland Park Municipal Alliance Against Drug & Alcohol Abuse accepts the conditions under Ordinance 99-16, Section 6-2 Noise and will abide by the NO public use of alcoholic beverages provision; and

WHEREAS, the Borough Woodland Park Department of Public Works shall affix “Emergency No Parking” signs on Memorial Drive; and

WHEREAS, movable barricades will be placed on Memorial Drive by the DPW at 4:00 P.M., which shall be positioned for ease of access and/or removal for emergency vehicles under the direction of Chief Luigi DeLuca, Woodland Park Police Department, and

NOW, THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, hereby approve the Municipal Alliance Against Drugs & Alcohol “Trunk or Treat” located on Memorial Drive as set forth in this resolution subject to the following conditions:

1. The roadway may be blocked off with barricades, but must remain clear for any emergency vehicle traffic.
2. No rides, games of chance, tables, grills of any kind, etc. shall be set up in the roadway (curb to curb).
3. Nothing permanently mounted or secured will be placed in the middle of this section of roadway to prevent access by emergency vehicles.
4. No consumption of alcohol beverages shall be permitted in public pursuant to Ordinance 07-08.
5. No vehicle shall be used to block off the roadway.
6. All local ordinances will apply during the event.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-246**

MOTIONED BY:

SECONDED BY:

**A RESOLUTION TO AMEND RESOLUION R24-236 HIRING OF STAFF FOR THE
BEFORE AND AFTER CARE PROGRAM**

WHEREAS, the Recreation Department of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in need of hiring Before and After Care Program staff for the school year beginning on September 9, 2024 through the conclusion of the school year in June of 2025; and

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

Rate	Name	Position
\$16.00	Abdeljabbar, Wedad	Aide
\$15.00	Autore, Liana	Aide
\$16.00	Brito, Ayla	Aide
\$27.50	Carswell, Quanisha	Supervisor / Asst Director
\$15.00	Gonzalez, Lianna	Aide
\$16.00	Guy, Nasir	Aide
\$27.50	Guzman, Louisa	Supervisor / Director
\$15.00	Herrera, Brenda	Aide
\$15.00	Nogueira, Jaylene	Aide
\$27.50	Scarpa, Mary Rose	Supervisor / Asst Director
\$20.00	Tambone, Isabella	Aide
\$16.00	Upshaw, Shawn	Aide
\$15.00	Vapore, Luca	Aide
\$20.00	Vapore, Sabrina	Supervisor
\$17.50	Bursac, Sladjana	Aide
\$16.00	Laboy, Katiana	Aide
\$15.00	Alvarez, Franco	Aide
\$15.00	Bobadilla, Zharick	Aide
\$17.50	Shaw, Samantha	Supervisor
\$15.00	Alvarez, Ashley	Aide
\$21.00	Guy, Tiyahna	Aide

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby amend resolution R24-236 and authorizes the Recreation Department to hire the above individuals as staff for the 2024-2025 Before and After Care beginning on September 9, 2024 to the end of the school year in June 2025.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-247**

MOTIONED BY:
SECONDED BY:

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

WHEREAS, the Recreation Department of the Borough of Woodland Park, County of Passaic, State of New Jersey, are in need of hiring Before and After Care Program staff for the school year beginning on September 9, 2024 through the conclusion of the school year in June of 2025; and

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

Rate	Name	Position
\$16.00	Abdelqader, Patoul	Aide
\$24.00	Coffey, Lindsay	Aide
\$18.50	Davcevska, Cvetanka	Aide
\$16.00	Deparovska, Emily	Aide
\$15.00	Fuchs, Jackson	Aide
\$24.00	Giannotte, Juliann	Aide
\$25.00	Lombardo, Barbara	Aide
\$17.00	Turdo, Enza	Aide

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, hereby authorizes the Recreation Department to hire the above individuals as staff for the 2024-2025 Before and After Care beginning on September 9, 2024 to the end of the school year in June 2025.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-248**

MOTIONED BY:
SECONDED BY:

**AUTHORIZE REFUND OF
BEFORE AND AFTER CARE REGISTRATION**

WHEREAS, the Borough of Woodland Park Recreation Department processes registrations for the 2024-2025 Before and After Care Program through Community Pass; and

WHEREAS, payments for registration are typically made using credit cards and e-check through the Community Pass website; and

WHEREAS, it is the policy of the Borough to issue refunds by check; and

WHEREAS, the Chief Financial Officer has certified the funds available in Account No. T-18-56-850-000-811.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park that the Borough Treasurer is hereby authorized to refund Ayla Alfaouri, 1226 Crossing Way, Wayne NJ in the amount of \$910.00 for before and after care registration.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

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 for this refund.

October 16, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-249**

MOTIONED BY:
SECONDED BY:

A RESOLUTION OF THE BOROUGH COUNCIL OF THE BOROUGH OF WOODLAND PARK, NEW JERSEY, AUTHORIZING THE BOROUGH OF WOODLAND PARK TO ACCEPT A GRANT FROM THE STATE OF NEW JERSEY DEPARTMENT OF LAW AND PUBLIC SAFETY, OFFICE OF THE ATTORNEY GENERAL, IN THE AMOUNT OF \$45,150.00, UNDER THE FY2025 SAFE AND SECURE COMMUNITIES PROGRAM, SUBAWARD GRANT NUMBER 25-1616, AND AUTHORIZING MAYOR TRACY KALLERT AND POLICE CAPTAIN MICHAEL BRADY TO EXECUTE, AND THE BOROUGH CLERK TO ATTEST TO A SUBGRANT AWARD AND ANY ALL DOCUMENT IN CONNECTION WITH THIS GRANT.

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

1. The Borough of Woodland Park is authorized to accept a subaward grant from the State of New Jersey, Department of Law and Public Safety, Office of the Attorney General, in the amount of \$45,150.00, under the Safe and Secure Communities Program, Grant No. 25-100-066-1020-497 with Match-Fringe Benefits, for a total project cost of \$723,178.98.
2. Mayor Tracy Kallert and Acting Deputy Chief Michael Brady are authorized to execute and the Borough Clerk to attest to a Subgrant Award in connection with this grant, and any and all documents in connection with this grant.
3. The Borough of Woodland Park is accepting this grant of funds for the purpose described in the application.
4. Subaward period: 5/1/2025 to 4/30/2026.
5. A certified copy of this resolution shall be provided by the Office of the Borough Clerk to each of the following:
 - a. Mayor Tracy Kallert
 - b. Borough Council
 - c. Borough Administrator
 - d. Borough Attorney
 - e. Chief Financial Officer
 - f. Police Department, Attention Acting Deputy Chief Michael Brady
 - g. Police Department, Attention Lt. Daniel Aguilera
 - h. Borough Grant Coordinator
 - i. State of New Jersey
Office of Attorney General
Department of Law and Public Safety
PO Box 080
Trenton, NJ 08625-0080

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-250**

MOTIONED BY:
SECONDED BY:

**A RESOLUTION TO AMEND RESOLUTION R24-014
APPOINTMENT OF MUNICIPAL ENGINEER**

WHEREAS, on January 3, 2024 the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, appointed Boswell Engineering, 330 Phillips Avenue., Hackensack, New Jersey to the position of Municipal Engineer and his firm to support him in this capacity, for the time period January 1, 2024 through December 31, 2024, in an amount not to exceed of \$50,000.00; and

WHEREAS, Boswell Engineering has advised that there is a need to increase the award of \$50,000.00 to an amount not to exceed of \$60,000.00; and

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 amend resolution R24-014 and increase the amount of award to Boswell Engineering, 330 Phillips Avenue., Hackensack, New Jersey to the in an amount not to exceed of \$60,000.00 and that funds are available for this contract under line item 4-01-20-165-165-020.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

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.

October 16, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-251**

MOTIONED BY:
SECONDED BY:

**CONTRACT TO BOSWELL ENGINEERING TO
CREATE A STORMWATER INFRASTRUCTURE MAP**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey are required by the New Jersey Department of Environmental Protection to expand upon the previous stormwater mapping databases by mapping the entirety of the stormwater system and creating a Stormwater Infrastructure Map; and

WHEREAS, Boswell Engineering located at 330 Phillips Avenue, P.O. Box 3152, South Hackensack, New Jersey has supplied a quotation in the amount of \$24,500.00 to create a Stormwater Infrastructure Map; and

WHEREAS, sufficient funds are available under line item 4-01-31-456-456-020;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey hereby award a contract to Boswell Engineering located at 330 Phillips Avenue, P.O. Box 3152, South Hackensack, New Jersey to creating a Stormwater Infrastructure Map in the amount not to exceed of \$24,500.00.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

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.

October 16, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-252**

MOTIONED BY:
SECONDED BY:

**DEPARTMENT OF PUBLIC WORKS ROOF REPLACEMENT PROJECT
CHANGE ORDER #1**

WHEREAS, on June 19, 2023, the Mayor and Council of the Borough of Woodland Park, County of Passaic and State of New Jersey awarded a contract to Northeast Roof Maintenance, Inc., 649 Catherine Street, Perth Amboy, NJ 08861 for the Department of Public Works Roof Replacement Project in an amount not to exceed \$161,000.00; and

WHEREAS, On October 10, 2024 Boswell Engineering submitted Change Order #1 for additional drainage tapered insulation layout to increase the contract by 19.04% in the amount of \$30,650.00 for a total amount not to exceed of \$191,650.00; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, do hereby amend the contract with Northeast Roof Maintenance, Inc., 649 Catherine Street, Perth Amboy, NJ 08861 for the Department of Public Works Roof Replacement Project in an amount not to exceed \$191,650.00.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 20224

Sandra Olivola, Municipal Clerk

Dated

I, Heather Barkenbush, Chief Municipal Finance Officer for the Borough of Woodland Park do hereby confirm that there are sufficient funds available for this award of contract under account numbers C-04-23-010-000-901, 4-01-26-290-290-024 and 4-01-35-470-470-020.

October 16, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-253**

MOTIONED BY:
SECONDED BY:

**AUTHORIZATION TO CUT THE GRASS AND
WEEDS AT 171 JACKSON AVENUE**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey received a request from Allan Burghardt, Construction Code Officer to have the Municipality cut the grass and weeds at 171 Jackson Avenue, Woodland Park, New Jersey 07424, on an as needed basis; and

WHEREAS, the premises has become overgrown and unsightly posing a health hazard to surrounding property due to a condition that can harbor rodents and other animals; and

WHEREAS, numerous requests to maintain the property have been made to the responsible party, and notices left at the house have remained unanswered; and

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, in the County of Passaic, State of New Jersey, do hereby authorize the Municipality to cut the grass and weeds at 171 Jackson Avenue, Woodland Park, New Jersey 07424 and should continue cutting the grass and weeds at the mentioned premises as per the instructions of the Code Enforcement Officer.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-254**

MOTIONED BY:
SECONDED BY:

APPOINTMENT OF SANDRA OLIVOLA, RMC, CMR, AS THE QUALIFIED PURCHASING AGENT (QPA) FOR THE BOROUGH OF WOODLAND PARK

WHEREAS, if a contracting unit governed by the Local Public Contracts Law (N.J.S.A. 40:11-1 et seq.) does not have a Qualified Purchasing Agent (“QPA”), the maximum bid threshold for that contracting unit shall be \$17,500.00; and

WHEREAS, the Borough of Woodland Park is in need of the services of a QPA certified in accordance with the laws and regulations of the State of New Jersey, and N.J.S.A. 40A:11-4, authorizes the governing body to appoint a Qualified Purchasing Agent (QPA); and

WHEREAS, the QPA shall be responsible for monitoring and ensuring compliance with the New Jersey Local Public Contracts Law, N.J.S.A. 40A:11-1 et seq. and implementing regulations as well as any other applicable purchasing laws and regulations; and

WHEREAS, the appointment of a QPA will enable the Borough of Woodland Park to avail itself of the related higher bid threshold of \$44,0000.00 pursuant to N.J.S.A. 40A:11-3(c); and

WHEREAS, with a QPA, the bid threshold shall subsequently be increased whenever the State of New Jersey increases the allowable bid threshold, to the maximum amount permitted by the State; and

WHEREAS, Sandra Olivola possesses the designation of QPA as issued by the Director of Local Government Services in accordance with N.J.A.C. 5:34-5, et seq., and has the experience to provide the services required by the laws of the State of New Jersey, and the Borough of Woodland Park wishes to appoint Sandra Olivola to the position of Qualified Purchasing Agent to act with authority, responsibility, and accountability with regard to the purchasing activity for this municipality – pursuant to N.J.S.A. 40A:11-2 (30); and

NOW, THEREFORE, BE IT RESOLVED that THE MAYOR AND COUNCIL OF THE BOROUGH OF WOODLAND PARK hereby appoint Sandra Olivola as the Qualified Purchasing Agent (QPA) for the Borough of Woodland Park, effective July 1, 2024 for an annual salary increase of Ten Thousand (\$10,000.00) Dollars; and

BE IT FURTHER RESOLVED that Sandra Olivola is hereby appointed as the Qualified Purchasing Agent (QPA), and shall be authorized to exercise the duties of a purchasing agent pursuant to N.J.S.A. 40A:11-3, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the contracting unit and, as permitted by law, the Borough also hereby authorizes and confirms that with Ms. Olivola as its QPA through this resolution, and it will take advantage of the higher bid threshold pursuant to N.J.S.A. 40A:11-3; and

BE IT FURTHER RESOLVED that a certified copy of this Resolution and Certification of Sandra Olivola designating her as the QPA for the Borough of Woodland Park shall be forwarded to the Director of Local Government Services pursuant to N.J.A.C. 5:34-5.2 (by the municipal clerk), and the authority granted through this resolution will take effect – immediately.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

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.

October 16, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-255**

MOTIONED BY:
SECONDED BY:

APPROVAL OF CONSENT AGENDA

BE IT RESOLVED, by the Mayor and Council of the Borough of Woodland Park that the actions noted in the Consent Agenda, items A. through N., 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
Chaabane					Tiseo				
DeCesare					Torres				
Gatti					Mayor Kallert				
Sica									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 16th day of October, 2024. Signed and sealed before me.

October 16, 2024

Sandra Olivola, Municipal Clerk

Dated