

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
DECEMBER 4, 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:**
 - Women's Auxiliary will Provide a Presentation on Pearl Harbor
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. **Mayor's Report:**
8. **Administrator'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 R24-292, a resolution to authorize the disbursement of \$64,113.00 to the members of the West Paterson Fire Department, representing their clothing allowance.**
- B. **Resolution R24-293, a resolution to award a contract to Geese Police, P.O. Box 656, Howell, NJ 07731 in an amount not to exceed \$11,317.00, for the controlling of the geese population within the Borough for the time period of February 1, 2025 through September 30, 2025.**
- C. **Resolution R24-294, a resolution to authorize the Borough join with the County of Passaic in applying for a LEAP Implementation Grant in the amount of \$400,000 to support implementation of this shared service to provide low-cost, fiber-optic internet services to municipally-owned properties in Passaic County.**

- D. Resolution R24-295, a resolution to authorize payment to Timothy Bargiel in the amount of \$676.26 representing unused accrued sick days, when he was employed as a custodian for the Borough of Woodland Park.
- E. Resolution R24-296, a resolution to approve to hire Police Radio Dispatchers for a trial period for training and evaluation for the Woodland Park Police Department.
- F. Resolution R24-297, a resolution to approve the actions noted in the Consent Agenda, items A. through F., 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 12/15/2024 regular and miscellaneous payroll estimated at \$500,000.00.

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

- **ROLL CALL:**

- Authorize Payment of bills from voucher list of 12/02/2024 totaling \$218,295.67.

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

- **ROLL CALL:**

12. Department Reports:

1. Fire Prevention October Report Dated November 12, 2024
2. Millennium Strategies Monthly Activity Report dated November 27, 2024
3. Summary Budget Status Report as of December 2, 2024

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

- **ALL IN FAVOR:**

13. New Business:

14. Old Business:

A. ADOPTION OF ORDINANCE 24-18

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 R24-298, a resolution to adopt ordinance 24-18 AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-12 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2024.**

BE IT RESOLVED, by the Governing Body of the Borough of Woodland Park that Ordinance 24-18, heretofore adopted, does now pass on second and final reading and that the Municipal Clerk is hereby authorized and directed to publish said ordinance according to law.

MOTION: Motion to adopt Ordinance 24-18 by _____, seconded by_____.

- **ROLL CALL:**

15. **Executive Session:**

16. **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 R24-292**

MOTIONED BY:
SECONDED BY:

**FIRE DEPARTMENT
CLOTHING ALLOWANCE**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey acknowledge a line item in the 2023 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 2023, as stated in the 2024 Budget, is \$64,113.00; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey 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 Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Chaabane					Torres				
DeCesare					Tiseo				
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 4th day of December, 2024. Signed and sealed before me.

December 4, 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 disbursement in account no. 4-01-25-265-26-020

December 4, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-293**

MOTIONED BY:
SECONDED BY:

**AWARD OF CONTRACT – GEESE CONTROL
UNITED STATES DEPARTMENT OF AGRICULTURE**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey desire to control the geese population within the Borough; and

WHEREAS, funds are available from the Woodland Park Open Space Trust Fund under line item T-30-56-850-000-801 for this project and the Borough’s Open Space Trust Fund’s Committee recommends use of these funds for this purpose; and

WHEREAS, this service can be procured without public bidding in compliance with N.J.S.A. 40A:11-5(2);

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, does hereby award a contract to Geese Police, P.O. Box 656, Howell, NJ 07731 in an amount not to exceed \$11,317.00, for the controlling of the geese population within the Borough for the time period of February 1, 2025 through September 30, 2025; and

BE IT FURTHER RESOLVED, that the Woodland Park Borough Administrator is hereby authorized to execute all documents relative to this matter.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Chaabane					Torres				
DeCesare					Tiseo				
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 4st day of December, 2023. Signed and sealed before me.

December 4, 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 award of contract

December 4, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-294**

MOTIONED BY:
SECONDED BY:

**PARTICIPANT’S RESOLUTION
LEAP IMPLEMENTATION GRANT**

WHEREAS, the State of New Jersey has appropriated funds for Shared Services and School District Consolidation Study and Implementation Grants to assist local units with the study, development, and implementation of new shared and regional services; and

WHEREAS, the Department of Community Affairs, Division of Local Government Services (DLGS) is tasked with administering these grant funds through the Local Efficiency Achievement Program (LEAP); and

WHEREAS, LEAP Implementation Grants exist to support costs associated with shared service implementation to ensure that meaningful, efficiency generating initiatives are not hindered by short term transitional expenses; and

WHEREAS, the County of Passaic and the Borough of Woodland Park propose to enter into a shared services agreement, but face certain expenses associated with implementation that present a burden to the local units; and

WHEREAS, the purpose of this shared services agreement is to provide low-cost, fiber-optic internet services to municipally-owned properties in Passaic County which will benefit the residents of all participating local units; and

WHEREAS, the County of Passaic has agreed to be the lead agency in this program and will submit the application to DLGS on behalf of all participating units; and

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Woodland Park, that the Borough of Woodland Park does hereby join with the County of Passaic in applying for a LEAP Implementation Grant in the amount of \$400,000 to support implementation of this shared service.

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 4th day of December, 2024. Signed and sealed before me.

December 4, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-295**

**MOTIONED BY:
SECONDED BY:**

**TIMOTHY BARGIAL
ACCRUED SICK LEAVE PAYMENT**

WHEREAS, Tim Bargiel was employed by the Borough of Woodland Park, County of Passaic, State of New Jersey as a Custodian; and

WHEREAS, effective May 15, 2024 Tim Bargiel resigned as Custodian for the Borough; and

WHEREAS, due to the nature of his position and work schedule, the exact calculation of his accrued hours could not be determined; and

WHEREAS, the Mayor and Council have agreed to pay Tim Bargiel for 40 hours of accrued sick time, pursuant to the Paid Sick Leave Act (PSLA) for a total amount of \$676.26, to be paid in one lump sum representing unused accrued sick hours; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodland Park hereby authorize that:

1. The final payment of \$676.26 to Tim Bargiel for PSLA hours is hereby approved.
2. The appropriate municipal officials are authorized to process this payment in a timely manner.
3. This resolution shall take effect immediately upon its passage.

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Chaabane					Torres				
DeCesare					Tiseo				
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 4th day of December, 2024. Signed and sealed before me.

December 4, 2024

Sandra Olivola, Municipal Clerk

Dated

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

December 4, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-296**

MOTIONED BY:
SECONDED BY:

**RESOLUTION TO HIRE FULL-TIME AND PART-TIME POLICE RADIO DISPATCHERS
FOR THE BOROUGH OF WOODLAND PARK POLICE DEPARTMENT**

WHEREAS, the Borough of Woodland Park has recognized the need to hire full-time and a part-time Police Radio Dispatcher for the Borough of Woodland Park Department of Police Department; and

WHEREAS, upon the advice and recommendation of Police Chief Lou Deluca, Captain Joseph Domicolo of the Woodland Park Police Department, the Borough of Woodland Park has determined that the following individuals have the necessary skills and experience to hold the position of Dispatcher:

Luis Torres
Desmari Cruz
Brianna Correa
Daniel Bianco
Lesley Calle-Paute
Melissa Pomales
Janibel Marte
Destiny Tollens
Shannon Piccini
Jorge Padilla

; and

WHEREAS, the aforementioned individuals are hereby being employed on a trial basis as part-time Police Radio Dispatchers for training, supervision and evaluation; and

WHEREAS, the aforementioned individuals will be paid according to the Borough of Woodland Park salary ordinance 24-18 in accordance with the terms of the applicable collective bargaining agreement, the laws/policies of the Borough of Woodland Park, the laws of the County of Passaic and the laws of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the aforementioned individuals have an anticipated start date of November 21, 2024 at which time a trial period will commence the first day he/she reports for work and after evaluation may be hired as a permanent employee; and

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

Record of Mayor and Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Chaabane					Torres				
DeCesare					Tiseo				
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 4th day of December, 2024. Signed and sealed before me.

December 4, 2024

Sandra Olivola, Municipal Clerk Dated

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

December 4, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-297**

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 F., 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 4th day of December, 2024. Signed and sealed before me.

December 4, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-298**

MOTIONED BY:
SECONDED BY:

ADOPTION OF ORDINANCE 24-18

AN ORDINANCE TO AMEND SALARY ORDINANCE 24-12

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. 24-12 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2024;** and

WHEREAS, notice of introduction and passage on first reading was published in the Herald News dated November 20, 2024 setting the date of December 4, 2024 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 4, 2024 at the regularly scheduled meeting of the Mayor and Council;

NOW, THEREFORE BE IT RESOLVED, that ordinance **AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-12 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2024** be 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 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 4th day of December, 2024. Signed and sealed before me.

December 4, 2024

Sandra Olivola, Municipal Clerk

Dated

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

ORDINANCE NO. 24-18

AN ORDINANCE WHICH SUPERSEDES ORDINANCE NO. 24-12 AND LISTS IN ITS ENTIRETY FIXING THE ANNUAL SALARIES OF CERTAIN OFFICIALS AND MANAGEMENT AND OTHER EMPLOYEES FOR THE BOROUGH OF WOODLAND PARK, PASSAIC COUNTY, NEW JERSEY FOR THE YEAR 2024

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

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

Chief of Police	\$ 207,822.31
Deputy Police Chief	\$ 189,531.18
Mayor	\$ 11,786.25
Councilmember	\$ 8,154.90
Business Administrator	\$ 150,960.00
Borough Clerk; Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer OEM; Deputy Registrar; Public Agency Compliance Officer;	\$ 115,116.65
Borough Clerk; Municipal Search Officer/Search Officer of Issuance of Certifications & Subdivisions/Relocation Officer OEM; Deputy Registrar; Public Agency Compliance Officer; QPA (as of July 1, 2024)	\$ 125,116.65
Deputy Municipal Clerk; Board of Health Secretary/Registrar	\$ 50,324.47
Secretary to the Mayor & Business Administrator, Alternate Registrar	\$ 40,000.00 - \$60,000
Certified Tax Collector/Collector of Water Consumer Accounts	\$ 68,395.19
Chief Finance Officer/Treasurer	\$ 159,891.36
Tax Assessor	\$ 28,218.83
Plumbing Subcode Official	\$ 18,069.49
Electrical Subcode Official	\$ 14,376.83
Fire Official	\$ 56,200.26
Fire Protection Subcode Official	\$ 6,804.13
Municipal Court Judge	\$ 32,539.48
Public Works Superintendent; Water Distribution Operator; Licensed Waste Water Collection System Operator; Fire Signal System Superintendent; Storm Water Coordinator (Jan - May)	\$ 160,387.37
Public Works Superintendent; Water Distribution Operator; Licensed Waste Water Collection System Operator; Fire Signal System Superintendent; Storm Water Coordinator (May - December)	\$ 129,667.00
CRS Coordinator	\$ 2,706.08
IT Coordinator	\$ 114,240.00
Code Enforcement Officer	\$ 46,371.39
Recycling Program Aide (Full Time)	\$ 47,627.02
Senior Coordinator	\$ 5,875.90
Recreation Field Scheduler	\$ 1,082.43
Recycling Coordinator	\$ 3,138.62
Police Chaplain	\$ 2,706.08
Before & After School Care Supervisor (Jan - July)	\$ 8,160.00
Before & After Care Lead Coordinator (Aug - Dec)	\$ 5,160.00
Before & After Asst. Coordinator (Aug - Dec)	\$ 3,000.00
OEM Coordinator	\$ 10,399.84
Assistant Supervisor to Public Works (through 5/16/24)	\$ 7,803.00
Assistant Supervisor to Public Works (as of 7/1/2024)	\$ 7,500.00
Director of Recreation; Open Space Coordinator; Before & After Care Supervisor	\$ 85,000.00 - \$95,000.00
Municipal Court Administrator	\$ 77,520.00
Confidential Assistant (Assigned to the DPW) (Part Time - Hourly)	\$ 23.93
Electrical Inspector (per hour)	\$ 40.75
Audio/Visual Broadcasting of Meetings (per hour)	\$ 75.00

Assistant Tax Assessor (Per Hour)	\$ 37.73
UCC Plan Review Stipend (outside WP) (Per Hour)	\$ 30.80
Uniform & Safety: Fire Prevention Specialist 1 (Per Hour)	\$ 29.13
Uniform & Safety: Fire Prevention Specialist 2 (Per Hour)	\$ 20.40
Court Officer (Per Hour)	\$ 20.24
Recycling Staff (Per Hour)	\$ 13.26 - \$20.40
Planning & Zoning Secretarial per Board \$2,815.40	\$ 5,630.80
Police Radio Dispatcher (per diem as needed)	\$ 14.13 - \$19.00
Planning Bd/ Bd of Adj Sect-Special Mtgs funded through escrow (Per Hour)	\$ 33.13
School Traffic Guards (Per Hour)	\$ 21.24
Special Police/Police Matron/Constables (Per Hour)	\$19.00 - \$30.00
Laborers Grade B (Per Hour)	\$14.91 - \$17.28
Laborers Grade A (Per Hour)	\$17.29 - \$19.00
Emergency Truck Driver (Per Hour)	\$17.29 - \$19.00
Secretarial/Clerical/Administrative Help (Per Hour)	\$15.53 - \$21.02
Filing Help (Per Hour)	\$13.53 - \$15.50
Recreation Clerk (Part Time - Per Hour)	\$ 24.13
Court Clerk (Per Hour)	\$ 21.24
Supervisor Custodial Services (Schools – Per Weekend)	\$ 116.72
Custodial Services (Schools - Per Hour)	\$ 34.09
Custodial Services Boys & Girls Club – (Part Time - Per Week) (Jan - May)	\$ 312.12
Custodial Services (Part Time - Per Hour)	\$ 18.34
Camp Director	\$ 7,500.00
Camp Counselors (Per Hour)	\$ 12.00 - \$14.00
Camp Counselor – Head (Per Hour)	\$ 14.01 - \$15.00
Camp Counselor - Teacher (Per Hour)	\$ 16.00
Assistant Camp Director (2 Positions)	\$ 4,500.00
Park Ranger (Per Hour)	\$ 15.25 - \$24.00
Spray Park Attendant	\$ 12.00 - \$15.00
Municipal Alliance Coordinator	\$ 3,575.73
Before & After School Care Counselors	\$ 15.00 - \$25.50
Before & After School Care Supervisors	\$ 25.51 - \$30.00
Municipal Housing Liaison	\$ 6,000.00

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

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

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

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

Attest:

Approve:

Sandra Olivola, Municipal Clerk

Tracy Kallert, Mayor

Introduced:

Adopted: