

**WOODLAND PARK MUNICIPAL COUNCIL
AGENDA FOR REGULAR MEETING OF
MARCH 20, 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. **Public Hearing:**

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

- **ROLL CALL:**

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

- **ROLL CALL:**

5. **Presentation**

- Joseph Pomante of Boswell Engineering to present on Passaic County Open Space – Thomas E. May Park

6. **Public Hearing – 2024 Passaic County Open Space and Farmland Preservation Trust Fund Park Development Grant Application – Thomas E. May Park:**

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:**

7. **Committee Reports:**

- A. Administration & Finance – Councilwoman Gatti
- B. Public Works – Councilman Chaabane
- C. Public Safety – Council President DeCesare
- D. Health and Senior Services– Councilman Ron Arnau
- E. Recreation & Community Relations & Veterans Affairs – Councilwoman Tiseo
- F. Laws & Ordinances – Councilman Sica

8. **Business Administrator’s 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 R24-091, a resolution to authorize an application to the Passaic County Open Space, Farmland & Historic Preservation Trust Fund - 2024 Park Development Grant Program for Thomas E. May Memorial Park playground improvement project.
- B. Resolution R24-092, a resolution to rescind resolution R24-074 and amend to authorize the payment to Officer Anthony Colucci for a portion of his accumulated time in the amount of \$666.76, upon his resignation effective January 15, 2024.
- C. Resolution R24-093, a resolution to authorize the declaration of emergency made by the Business Administrator and approve payment in an amount not to exceed of \$21,708.11 to Montana Construction, 80 Contant Avenue, Lodi, NJ 07644 for the repair and rehab of the McBride and Newby Avenue sewer force main.
- D. Resolution R24-094, a resolution to authorize the use of funds from the Woodland Park Open Space Trust Fund for the maintenance of Borough parks and fields in an amount not to exceed of \$25,000.00.
- E. Resolution R24-095, a resolution to approve at the recommendation of the Code Enforcement Officer Allan Burghardt to refund Dr. Roger Lope of 603 Lackawanna Avenue, Woodland Park, NJ his escrow account in the amount of 1,287.00.
- F. Resolution R24-096, a resolution 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. 24-100-066-1020-232 with Match-Fringe Benefits, for a total project cost of \$707,424.00.
- G. Resolution R24-097, a resolution to authorize the purchase of a portable boat ramp from DESCHAMPS MATS SYSTEMS, 218 Little Falls Road, Unit 12, Cedar Grove, NJ 07009, a state contract vendor #16DPP00019 T-0103, for a total amount of \$7,888.00.
- H. Resolution R24-098, a resolution to approve the actions noted in the Consent Agenda, items A. through H, 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 3/28/2024 regular and miscellaneous payroll estimated at \$400,000.00.

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

- **ROLL CALL:**

Authorize Payment of bills from voucher list of 3/15/2024 totaling \$4,500,320.23.

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

- **ROLL CALL:**

13. Department Reports:

1. Planning Board Meeting Minutes of July 10, 2023
2. Summary Budget Status Report as of 2023 and 2024

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

- **ALL IN FAVOR**

14. Old Business:

13. New Business:

14. 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 R24-091**

MOTIONED BY:
SECONDED BY:

**AUTHORIZATION OF APPLICATION TO THE PASSAIC COUNTY OPEN SPACE, FARMLAND &
HISTORIC PRESERVATION TRUST FUND - 2024 PARK DEVELOPMENT GRANT PROGRAM FOR
THOMAS E. MAY MEMORIAL PARK PLAYGROUND IMPROVEMENT PROJECT**

BE IT RESOLVED that the Mayor and Council of the Borough of Woodland Park hereby authorize the application for and use of funds from the Passaic County Open Space, Farmland & Historic Preservation Trust Fund – 2024 Park Development Grant Program for the **THOMAS E. MAY MEMORIAL PARK PLAYGROUND IMPROVEMENTS PROJECT** described in the proposal/application and, if awarded funds, shall implement the activities in a manner to ensure compliance with all applicable federal, state and local laws and regulations.

BE IT FURTHER RESOLVED that the Mayor and Business Administrator are hereby authorized to sign the application, the grant agreement and any other documents necessary on behalf of the Borough of Woodland Park and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 2024

Sandra Olivola, Municipal Clerk

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-092**

MOTIONED BY:

SECONDED BY:

**RESCINDING RESOLUTION R24-074 AND AMEND
COMPENSATORY PAYOUT POLICE OFFICER ANTHONY COLLUCCI**

WHEREAS, Police Officer Anthony Collucci had informed the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey of his desire to resigned from the Borough of Woodland Park effective January 15, 2024; and

WHEREAS, the Mayor and Council must authorize to pay the appropriate amount due for these “Compensation Hours” to Police Officer Anthony Collucci; and

WHEREAS, Police Officer Anthony Collucci hourly rate of pay has been calculated to be \$ 38.8557 per hour; and

WHEREAS, Police Officer Anthony Collucci had accumulated 6.66 hours of compensation time, 4 hours of SAD Time, 4 hours of vacation, 2.5 hours of X-Days (holidays) for a total of 17.16 hours all of which payment in full is due under the current PBA contract; 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 rescind resolution R24-074 and amend same to authorize the payment of \$666.76 to Police Officer Anthony Collucci for her accumulated hours as stated above, and that all appropriate taxes and deductions be taken against said gross amount; and

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 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 in line item 4-01-25-240-240-011 available to make this payment.

March 20, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-093**

MOTIONED BY:
SECONDED BY:

**DECLARATION OF EMERGENCY
EMERGENCY PURCHASE AWARD OF CONTRACT FOR
MCBRIDE AVENUE SEWER FORCE MAIN REPAIR**

WHEREAS, on February 23, 2024 a memo was received from John Pietrowski Department of Public Works Supervisor advising the Borough of damage to the sewer force main at McBride and Newby Avenue that runs into Paterson to Passaic Valley Sewerage Commission and in need for an emergency repair of the sewer force main; and

WHEREAS, as a result of deterioration of the sewer force main at McBride and Newby Avenues the main was damaged and an emergency repair and rehab of the sewer main is necessary; and

WHEREAS, a quote was received by Montana Construction, 80 Contant Avenue, Lodi, NJ 07644 in an amount of \$21,708.11 to make the repair to the McBride and Newby Avenue sewer force main;

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, hereby confirms the declaration of emergency made by the Business Administrator and approves payment in an amount not to exceed of \$21,708.11 to Montana Construction, 80 Contant Avenue, Lodi, NJ 07644 for the repair and rehab of the McBride and Newby Avenue sewer force main.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 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 purchase under line item 4-01-26-300-301-026.

March 20, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-094**

MOTIONED BY:
SECONDED BY:

**USE OF BOROUGH OPEN SPACE
TRUST FUNDS – FIELD MAINTNENANCE**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey have determined that there is a need to maintain Borough parks and fields; and

WHEREAS, the estimated cost for the park and field maintenance is not to exceed \$25,000.00; and

WHEREAS, funds are available from the Woodland Park Open Space Trust Fund for the park and field maintenance; and

WHEREAS, the members of the Borough’s Open Space Committee fully support the maintenance of Borough parks and fields and have recommended to the Mayor and Council that funds from the trust be used for same;

NOW, THEREFORE BE IT RESOLVED, that the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, do hereby authorize the use of funds from the Woodland Park Open Space Trust Fund for the maintenance of Borough parks and fields in an amount not to exceed of \$25,000.00.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 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 project.

March 20, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-095**

MOTIONED BY:
SECONDED BY:

RETURN OF ESCROW

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey are in receipt of a request from Dr. Roger Lope 603 Lackawanna Avenue, Woodland Park, New Jersey for refund of their escrow account associated with the Board of Adjustment; and

WHEREAS, the Mayor and Council are in receipt of a recommendation from Allan Burghardt, Code Enforcement Officer to refund said escrow to Fortress, Inc.;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council hereby direct the appropriate administration staff to refund the amount of \$1,287.00 to Dr. Roger Lope 603 Lackawanna Avenue, Woodland Park, New Jersey, Woodland Park, New Jersey.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 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.

March 20, 2024

Heather Barkenbush, CMFO Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-096**

**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 DEPARMTNE OF LAW AND PUBLIC SAEFTY, OFFICE OF THE ATTORNEY GENERAL, IN THE AMOUNT OF \$45,150.00, UNDER THE FY2024 SAFE AND SECURE COMMUNITIES PROGRAM, SUBAWARD GRANT NUMBER 24-1616, AND AUTHORIZING MAYOR TRACY KALLERT, AND ACTING POLICE CHIEF JOHN UZZALINO TO EXECUTE AND THE BOROUGH CLERK TO ATTEST TO A SUBGRANT AWRD AND ANY ALL DOCUMENT IN CONNECTION WITH THIS GRANT

March 20th, 2024

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. 24-100-066-1020-232 with a Match-Fringe Benefits, for a total project cost of \$707,424.00.
2. Mayor Tracy Kallert and Chief John Uzzalino 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: 5/1/2024 to 4/30/2025.
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 Chief John Uzzalino
 - 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

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 2024

Sandra Olivola, Municipal Clerk Dated

I, Sandra Olivola, Borough Clerk of the Borough of Woodland Park, in the County of Passaic hereby certify that this is a true and exact copy of the resolution approved by the Borough Council at their meeting of March 20th, 2024.

Sandra Olivola, Borough Clerk

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-097**

MOTIONED BY:
SECONDED BY:

**PURCHASE OF A PORTABLE BOAT RAMP
FOR THE WEST PATERSON FIRE DEPARTMENT**

WHEREAS, the Mayor and Council of the Borough of Woodland Park, County of Passaic, State of New Jersey, desire to purchase a portable boat ramp for use by the West Paterson Fire Department; and

WHEREAS, said portable boat ramp is available under New Jersey State Contract #16DPP00019 T-0103 Parks and Playground Equipment from DESCHAMPS MATS SYSTEMS, 218 Little Falls Road, Unit 12, Cedar Grove, NJ 07009, for a total amount of \$7,888.00; and

WHEREAS, funding for this expenditure has been provided for under Capital Ordinance 23-10, under line item C-04-21-014-000-903;

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 purchase of the portable boat ramp from DESCHAMPS MATS SYSTEMS, 218 Little Falls Road, Unit 12, Cedar Grove, NJ 07009, a state contract vendor #16DPP00019 T-0103, for a total amount of \$7,888.00.

Record of Mayor and Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of February 2024. Signed and sealed before me.

March 20, 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 purchase.

March 20, 2024

Heather Barkenbush, CMFO

Dated

**BOROUGH OF WOODLAND PARK
PASSAIC COUNTY, NEW JERSEY
RESOLUTION R24-098**

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 H., 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
Ron Arnau					Sica				
Chaabane					Tiseo				
DeCesare					Mayor Kallert				
Gatti									

This resolution was approved by the Mayor and Council of the Borough of Woodland Park at a regular scheduled meeting held on the 20th day of March, 2024. Signed and sealed before me.

March 20, 2024

Sandra Olivola, Municipal Clerk

Dated