

**BOROUGH OF WOOD-RIDGE
REORGANIZATION MEETING OF JANUARY 1, 2017**

1. CALL TO ORDER:

The meeting is called to order at _____ p.m. by _____.

2. SUNSHINE NOTICE:

This meeting is being held in accordance with P.L. 1975, Chapter 231. The notice requirements have been met by forwarding appropriate notice to The Record, The North Jersey Herald News and Star Ledger setting forth the date, time and place of said meeting and by posting a copy of same on the Municipal Bulletin Board.

3. CERTIFICATION OF ELECTION RESULTS:

Announcement of results of November 8, 2016 Municipal Election.

- a. Catherine Cassidy elected to a full three-year term as Councilwoman with a vote of 2553;
- b. Joseph DiMarco elected to a full three-year term as Councilman with a vote of 2436;

Mayor and Councilpersons to the Dias.

County Clerk Presents Certificates of Election.

4. PLEDGE OF ALLEGIANCE: Cub Scout Pack 183

5. INVOCATION: Father Richard J. Mucowski, O.F.M. Assumption Church

6. OATH OF OFFICE (GOVERNING BODY):

- a. Oath of Office is administered to Catherine Cassidy by Patricia Cassidy Daly.
- b. Oath of Office is administered to Joseph DiMarco by Mayor Paul Sarlo.

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7. ADOPTION OF BY-LAWS FOR THE YEAR 2017:

Mayor Sarlo calls for a Motion to adopt the By-Laws for the year 2017.

Motion: Councilperson _____, seconded by Councilperson _____ to adopt the By-Laws for the year 2017;

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

8. SELECTION OF COUNCIL PRESIDENT:

Mayor Sarlo requests Council to select President of Council.

Motion: Councilperson _____, seconded by Councilperson _____ put forth the name of Councilperson _____ as Council President;

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

Oath of Office is administered to Council President.

9. ROLL CALL OF 2017 MAYOR AND COUNCIL:

Mayor Sarlo calls for a motion setting forth the following Roll Call for 2017:

Mayor: Paul Sarlo
Council: Dominick Azzolini
Catherine Cassidy
Ezio Altamura
Edward Marino
Joseph DiMarco
Philip Romero

Motion: Councilperson _____, seconded by Councilperson _____ setting forth the Roll Call for 2017 Mayor and Council.

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

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10. NOMINATIONS OF STATUTORY OFFICERS:

Mayor Sarlo nominates **CHRISTOPHER W. EILERT** to the position of Borough Administrator.

Motion: Councilperson _____, seconded by Councilperson _____ naming Christopher W. Eilert to the position of Borough Administrator.

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

Mayor Sarlo nominates **PAUL S. BARBIRE** to the position of Borough Attorney.

Motion: Councilperson _____, seconded by Councilperson _____ naming PAUL S. BARBIRE to the position of Borough Attorney.

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

Mayor Sarlo nominates **MICHAEL J. NEGLIA** to the position of Borough Engineer.

Motion: Councilperson _____, seconded by Councilperson _____ naming MICHAEL J. NEGLIA to the position of Borough Engineer.

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

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MEMBERS OF STANDING COMMITTEES AND LIAISONS:

(First person listed shall be Chairperson, second person Vice Chair, third person Member)

Standing Committee Name	Chair	Vice Chair	Member
Buildings & Grounds	DiMarco	Cassidy	Romero
Finance, Insurance & Administration	Marino	DiMarco	Azzolini
Fire & Emergency Services	Azzolini	Romero	Altamura
Law, Land Use & Code Enforcement	Cassidy	DiMarco	Marino
Police & Drug/Alcohol Abuse	Altamura	Azzolini	Cassidy
Public Information & Events	Altamura	Marino	DiMarco
Public Works, Recycling & Utilities	Romero	Altamura	Azzolini

Board, Committee, Commission or Constituency Name	Liaison
Board of Education	Marino
Board of Health	DiMarco
Community Development	DiMarco
D.A.R.E.	Marino
Emergency Management	Azzolini
Historical Society	Cassidy
Joint Insurance Fund	Azzolini
Keep Wood-Ridge Beautiful Committee	Altamura
Library Board of Trustees	Cassidy
Local Assistance Board	Cassidy
Local Businesses	DiMarco
Planning Board	DiMarco
Recreation Commission	Altamura
Senior Citizens	Altamura
Shade Tree Commission	Romero
Veterans	Altamura

Motion: Councilperson _____, seconded by Councilperson _____ to approve the appointments to the Standing Committees and liaisons.

Discussion:

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero

11. MAYORAL APPOINTMENTS:

a. **ALCOHOL AND DRUG ALLIANCE COMMITTEE:**

- Paul Goscinski, Chairman – 1 year term to 12/31/17
- Joseph Biamonte, Co-Chairman – 1 year term to 12/31/17
- Russell Petrocelli, Recording Secretary – 1 year term to 12/31/17

b. **BOARD OF HEALTH:**

- Maria Rojas, Member - 3 year term to 12/31/20
- Fred Johansson, Member - 3 year term to 12/31/20
- Christina Altamura, Alternate #1 - 2 year term to 12/31/19
- Mary Ondrof, Alternate #2 - 2 year term to 12/31/19

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c. **EMERGENCY MANAGEMENT:**

- Paul Dahl, Coordinator - 3 year term to 12/31/20
- Paul Goscinski, 1st Deputy - 3 year term to 12/31/20
- Ron Philips, Deputy - 3 year term to 12/31/20

d. **LIBRARY BOARD OF TRUSTEES:**

- Ann Riccardella - 5 year term to 12/31/21

Mayor's designated member:

- Catherine Cassidy - 1 year term to 12/31/17

e. **PLANNING BOARD:**

- Paul Clemente - Class II – 1 year term to 12/31/17
- Joseph DiMarco - Class III – 1 year term to 12/31/17
- Renata Helstoski - Class IV – 4 year term to 12/31/20
- Kevin Trotter - Class IV – 4 year term to 12/31/20
- Robert Ruhle - Alternate #1 – 2 year term to 12/31/18
- Michael Donato - Alternate #2 – 2 year term to 12/31/18
- Richard Pronti - Alternate #3 – 2 year term to 12/31/18

Mayor's designated Alternate:

- Christopher W. Eilert - Class I – 1 year term to 12/31/17

f. **RECREATION COMMISSION:**

- Dennis Brubaker - Member – 5 year term to 12/31/21
- Gerald Lanzerotti - Member – 5 year term to 12/31/21
- Patrick Ambrosio - Member – 5 year term to 12/31/21
- Michael Donato - Alternate #1 – fill unexpired term to 12/31/20

g. **SHADE TREE COMMISSION:**

- Kathleen Bhargava - 5 year term to 12/31/21

h. **VETERANS COMMITTEE:**

- Joe Cecere – V.F.W. - 1 year term to 12/31/17
- Edward Pfeifer – America Legion - 1 year term to 12/31/17

12. **CONSENT AGENDA:**

All matters listed below are considered to be routine in nature and will be enacted by one motion. There will be no separate discussion of these items. If any discussion is desired by Council, that particular item will be removed from the Consent Agenda and will be considered separately.

13. **MINUTES:**

None

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14. RESOLUTIONS: Adoption of the following

- 001-2017 Appointment of the Borough Administrator and authorizing Mayor and Clerk to execute contract.
- 002-2017 Appointment of Borough Attorney and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made part hereof.
- 003-2017 Appointment of Borough Engineer and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof.
- 004-2017 Appointment of Borough Auditor and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof.
- 005-2017 Appointment of Appraiser and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made part hereof.
- 006-2017 Appointment of Insurance Consultant for one year.
- 007-2017 Appointment of Commissioner for South Bergen Municipal Joint Insurance Fund, Bergen Municipal Excess Liability Fund, Municipal Excess Liability Fund and Bergen Municipal Employee Benefits Fund.
- 008-2017 Appointment of Risk Management Consultant and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof.
- 009-2017 Appointment of Insurance Producer/Consultant for Bergen Municipal Employee Benefit Fund.
- 010-2017 Designation of various banks as depositories for Borough funds for the year 2017.
- 011-2017 Ratifying bond for Tax Collector and Library Treasurer.
- 012-2017 Approving of various named persons as drivers of the fire engines of the Borough of Wood-Ridge.
- 013-2017 Approval of rate of interest on delinquent taxes.
- 014-2017 Designation of The Record, The Herald News and the Star Ledger as the official Newspapers.
- 015-2017 Adoption of dates, time and place for Council Meetings for year 2017.
- 016-2017 Approval of Chief Financial Officer to prepare and issue recreation checks in advance of the monthly meeting.
- 017-2017 Approval of Petty Cash Fund & Change Fund for the year 2017.
- 018-2017 Approval of Temporary Budget Appropriations for 2017.
- 019-2017 Approval of blanket bond coverage for all employees not required to post individual bond.
- 020-2017 Adoption of Employee Manual dated September 1, 2016.
- 021-2017 Approval of Chief Financial Officer to prepare the payrolls for employees during the 2017 year.
- 022-2017 Approval of Chief Financial Officer to release bi-monthly payroll checks in advance of the monthly meeting.
- 023-2017 Approval of Tax Collector to add additional penalties on delinquent property tax.

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- 024-2017 Appointment of Bond Counsel for Municipal Debt and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (Steven L. Rogut/Rogut McCarthy, LLC).
- 025-2017 Appointment of Bond Counsel for Redevelopment and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (Joseph P. Baumann, Jr. / McManimon Scotland & Bauman).
- 026-2017 Appointment of Borough Planner and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (Ken Nelson / Nelson Consulting Group)
- 027-2017 Designation of Financial Advisors and authorizing Mayor and Clerk to execute contract for services, if needed, as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (James Fagan / NW Financial Group; Jennifer Edwards / ACACIA Financial Group Inc.; Robbi S. Acampora / Phoenix Advisors).
- 028-2017 Appointment for Special Counsel for Redevelopment and authorizing Mayor and Council to execute contract for services as per the terms set forth in the Appointing resolution. (Joseph P. Baumann Jr. / McManimon, Scotland & Baumann LLC).
- 029-2017 Appointment for Environmental Engineer and authorizing Mayor and Clerk to execute contract for services as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (Daniel Toder / Mott MacDonald).
- 030-2017 Designation of Architects and authorizing Mayor and Clerk to execute contract for services, if needed, as per the terms set forth in the appointing resolution attached hereto and made a part hereof. (Thomas B. Connolly / Connolly & Hickey; Lloyd Rosenberg / DMR Architects).
- 031-2016 Appointment for Tax Appeal Attorney and authorizing Mayor and Council to execute contract for services if needed as per the terms set forth in the appointing resolution. (Paul S. Barbire / Paul S. Barbire, Esq.; Steven D. Muhlstock / Gittleman, Muhlstock & Chewcaskie, LLP).
- 032-2017 Approval of Cash Management Plan for the Borough of Wood-Ridge.
- 033-2016 Appointment of Superintendent of Department of Public Works.

15. APPOINTMENTS:

a. ADA COORDINATOR:

Paul Barbire – 1 year term to 12/31/17

b. ASSESSMENT SEARCHER:

Gina Affuso – 1 year term to 12/31/17

c. CEPA OFFICER (Conscientious Employee Protection Act):

Paul Barbire – 1 year term to 12/31/17

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- d. CHIROPRACTOR:**
Leonard Deleasa – 1 year term to 12/31/17
- e. DEPUTY BOROUGH CLERK:**
Cathleen Calabro – 1 year term to 12/31/17
- f. DEPUTY TAX COLLECTOR:**
Kellie Romero – 1 year term to 12/31/17
- g. HISTORIAN:**
Carl Dittman – 1 year term to 12/31/17
- h. LOCAL ASSISTANCE BOARD:**
Jacqueline Goldklang, Member - 1 year term to 12/31/17
Catherine Cassidy, Member - 1 year term to 12/31/17
- i. PROSECUTOR:**
Ronald Dario, Esq. – 1 year term to 12/31/17
- j. ALTERNATE PROSECUTORS:**
Elsbeth Crusius, Esq. – 1 year term to 12/31/17
Kellie Reyes, Esq. – 1 year term to 12/31/17
- k. PUBLIC DEFENDER:**
Mark Musella, Esq. – 1 year term to 12/31/17
- l. ALTERNATE PUBLIC DEFENDER:**
John Bruno, Esq. – 1 year term to 12/31/17
- m. PUBLIC AGENCY COMPLIANCE OFFICER (P.A.C.O.):**
Paul Barbire, Esq. – 1 year term to 12/31/17
- n. PUBLIC HEARING OFFICIAL:**
Christopher Eilert – 1 year term to 12/31/17
- o. SAFETY COORDINATOR:**
Paul Dahl – 1 year term to 12/31/17
- p. TAX SEARCHER:**
Jacqueline Sharkey – 1 year term to 12/31/17
- q. TETERBORO AIRCRAFT NOISE ABATEMENT ADVISORY COMMITTEE:**
Mayor's Designated Representative:
Gina Affuso – 1 year term to 12/31/17

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- r. **AUXILIARY POLICE:** as listed below – 1 year term to 12/31/17
Manuel E. Carcano, Captain Reinaldo Santiago, Jr.Lt.
Lucy Gebhardt, Sgt. Pedro Martin, Sgt.
Dan Diuro, Ptl. Kevin Metcalfe, Ptl.
Richard Santiago, Ptl. Matthew Hughes, Ptl.
Raymond Haebler, Ptl.
- s. **EMERGENCY SQUAD:** as listed below – 1 year term to 12/31/17
Eric Yaple, Captain
Daniel O'Beirne, Lieutenant
Stephen Sarracino, Lieutenant
Nicholas Meglio, Corresponding Secretary
Elizabeth Ferry, Recording Secretary
- t. **FIRE DEPARTMENT OFFICERS:** as listed below – 1 year term to 12/31/17
Kenneth Schulz, Chief
Elizabeth Ferry, 1st Assistant Chief
Michael Cribben, 2nd Assistant Chief
William Bergner, Captain
Kevin Cribben, Lieutenant
Gregory V. Gorab, Corr. Sec.
Thomas Bischoff, Jr. Rec. Sec.
Ronald Phillips, Treasurer
- u. **FIRE PREVENTION INSPECTORS LICENSED:** as listed below – 1 year term to 12/31/17
James Bartlett Andrew Giordano Elizabeth Ferry Gilbert Ruiz
Phillip Miuccio Bill Bergner

16. **APPLICATIONS:**

None

17. **HIRINGS/PROMOTIONS:**

None

18. **MISCELLANEOUS:**

- a. Council Statements
- b. Mayor's Annual Address
- c. Introductions: Families of Governing Body
- d. Presentations from Audience
- e. Swearing in newly appointed Members of Boards and Commissions
- f. Any further business

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19. HEARING OF CITIZENS:

Mayor Sarlo declared the Hearing of Citizens to be open. Anyone wishing to speak please come to the microphone in front of the room and state your name and address. Please speak clearly and into the microphone.

Seeing none and hearing none further, the Mayor declared the Hearing of Citizens closed.

20. ADJOURNMENT:

Mayor Sarlo calls for a Motion to Adjourn

Motion: Councilperson _____, seconded by Councilperson _____ to approve the appointments to the Standing Committees and liaison to Boards or Commissions.

Roll Call: Azzolini, Cassidy, Altamura, Marino, DiMarco, Romero