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Any and all substantive documents are on file with the Borough Clerk

YOUTH DAY
1849th REGULAR MEETING OF MARCH 4, 2020

CALL TO ORDER:

I hereby call the Borough of Wood-Ridge Council meeting to order at _____ pm.

PLEDGE OF ALLEGIANCE

ROLL CALL: (Taken by Borough Clerk Calvo)

Mayor:	Paul Sarlo / Isabella Iacovino
Council:	Philip Romero / John Kurz
	Catherine Cassidy / Cassandra Ferry
	Ezio Altamura / Angela Picheo
	Dominick Azzolini / Jillian Hynes
	Edward Marino / Madylin Marino
	Joseph DiMarco / Erica DiMarco
Borough Attorney:	Paul Barbire / Skylar Basich
Borough Engineer:	Brian Intindola / Domenico Altamura
Borough Clerk:	Gina Affuso / Julia Calvo
Borough Administrator:	Chris Eilert / Shaye Whaley

ROLL CALL: (Taken by Administrator Eilert)

Mayor:	Paul Sarlo
Council:	Philip Romero
	Catherine Cassidy
	Ezio Altamura
	Dominick Azzolini
	Edward Marino
	Joseph DiMarco
Borough Attorney:	Paul Barbire
Borough Engineer:	Brian Intindola
Borough Clerk:	Gina Affuso
Borough Administrator:	Chris Eilert

OPEN PUBLIC MEETINGS ACT STATEMENT:

This meeting is being held in accordance with Public Law 1975 Chapter 231, the Open Public Meetings Act, also known as the "Sunshine Law". The public meeting notice stating the date, time and place of this meeting was posted on the municipal bulletin board and the municipal website and was forwarded to The Record and the Star Ledger.

CEREMONIAL PRESENTATION:

None

ADVERTISED PUBLIC HEARING:

None

ORDINANCES ON SECOND READING AND FINAL PASSAGE:

BOND ORDINANCE NO. 2020-1 (Vehicles and Equipment)

BOND ORDINANCE TO AUTHORIZE THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF WOOD-RIDGE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$500,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Advertisement of the above Ordinance has been made according to law and a copy of the Ordinance was posted on the bulletin board.

Mayor Iacovino calls for a Hearing of Citizens on Ordinance No. 2020-1

Mayor Iacovino closes Hearing of Citizens on Ordinance No. 2020-1

Youth Roll Call: (Taken by Administrator Whaley)

Motion: Councilperson ____, seconded by ____ moved to the adoption of Ordinance No. 2020-1

Roll Call: Kurz, Ferry, Picheo, Hynes, Marino, DiMarco

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson ____, seconded by ____ moved to the adoption of Ordinance No. 2020-1

Discussion:

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

ORDINANCES ON FIRST READING:

ORDINANCE No. 2020-2 (COLA)

CALENDAR YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A-4-45.14)

BE IT RESOLVED, by the Mayor and Council of the Borough of Wood-Ridge that **Bond Ordinance No. 2020-1** as above, be passed on first reading, to be published in the Record on February 24, 2020 and public hearing on the Ordinance to be held at the Regular Meeting on March 4, 2020 at 7:00 p.m. or soon thereafter as the matter can be reached, in the Municipal Building, 85 Humboldt Street, Wood-Ridge, New Jersey.

Youth Roll Call: (Taken by Administrator Whaley)

Motion: Councilperson ____, seconded by ____ moved to the adoption of Ordinance No. 2020-2

Roll Call: Kurz, Ferry, Picheo, Hynes, Marino, DiMarco

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson ____, seconded by ____ moved to the adoption of Ordinance No. 2020-2

Discussion:

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

PETITIONS:

None

BIDS:

None

COMMUNICATIONS:

Communications and correspondence received are identified on this evening's agenda has been distributed to all Council for appropriate action.

REPORTS OF GOVERNING BODY:

Mayor: Paul Sarlo / Isabella Iacovino
Council: Philip Romero / John Kurz
Catherine Cassidy / Cassandra Ferry
Ezio Altamura / Angela Picheo
Dominick Azzolini / Jillian Hynes
Edward Marino / Madylin Marino
Joseph DiMarco / Erica DiMarco

REPORTS OF OFFICERS:

Administrator: Chris Eilert / Shaye Whaley
Borough Clerk: Gina Affuso / Julia Calvo
Attorney: Paul Barbire / Skylar Basich
Engineer: Brian Intindola / Domenico Altamura
Auditor: Gary Vinci / Jason Lopez

REPORTS OF DEPARTMENTS: On file in clerk's office

Department of Public Works	Christopher Eilert / Elizabeth Autino
CFO/Finance	Nicholas Fargo / Loreanna Caputi
Emergency Management	Paul Dahl / Andrew Aziz
Emergency Squad Captain	Dennis Kronyak / Thomas King
Municipal Court Administrator	Sharon Grimaldi / Christina Braid
Purchasing Agent	Christopher Eilert / Phil Iacovelli
Tax Collector	Kellie Romero / Jillian Zamski
Tax Assessor	Timothy Henderson / Samantha Perez

REPORTS OF BOARDS OR COMMISSIONS: On file in clerk's office

Planning Board	Frank Finke / Anthony Finke
Shade Tree Commission	George Meglio / Christopher Hargrave
Recreation Commission	Dennis Brubaker / Jenna Castellano
Library Board	Erin Hughes / Alessia Guerriero
Registrar of Board of Health	Gina Affuso / Lyndsey Scherdel
President of Board of Health	Debbie Greenaway / Brandon Greenaway

FIRST HEARING OF CITIZENS:

Mayor Sarlo / Iacovino declares the Hearing of Citizens to be open.

With no other residents wishing to be heard, I hereby declare the hearing of citizens closed.

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.

1. **MINUTES:**

Minutes of the February 19, 2020 Regular Meeting.

2. **RESOLUTIONS:** Adoption of the following

- | | |
|----------|---|
| 047-2020 | Resolution Awarding Contract to ATT Sports, Inc., for Donna Ricker Field Improvements Pursuant to Sourcewell Cooperative. |
| 048-2020 | Resolution Approving Submission of 2019 LOSAP Certification Program. |
| 049-2020 | Resolution Authorizing Grantee for Bergen County Trust Fund Project for Wood-Ridge Square Park. |
| 050-2020 | Resolution Approving Tax Sale Redemption for Block 210 Lot 3. |

3. **APPLICATIONS:**

- a. Application from Ian Hover of Trinity Solar for a Solicitor Permit for solar panels.
- b. Application from Kearny Schuyler School PTA for an On-Premise 50/50 and Tricky Tray on March 26, 2020 at the Fiesta.
- c. Application from Closter Animal Welfare Society for an On-Premise 50/50 and Tricky Tray on May 6, 2020 at the Fiesta.

All applications listed above have been reviewed and approved by the Wood-Ridge Police Department.

4. **SEMINAR APPROVALS:** None

5. **APPOINTMENTS:** None

6. **HIRINGS:** None

Youth Roll Call: (Taken by Administrator Whaley)

Motion: Councilperson _____, seconded by _____ moved to the adoption of all matters on the above **CONSENT AGENDA**.

Roll Call: Kurz, Ferry, Picheo, Hynes, Marino, DiMarco

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson _____, seconded by _____ moved to the adoption of all matters on the above **CONSENT AGENDA**.

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

UNFINISHED BUSINESS:

NEW BUSINESS:

SECOND HEARING OF CITIZENS:

Mayor Sarlo / Iacovino declares the Hearing of Citizens to be open.

With no other residents wishing to be heard, I hereby declare the hearing of citizens closed.

ADJOURNMENT:

Since there was no further business to come before the Council, Councilperson _____, seconded by Councilperson _____, moved for adjournment. By unanimous vote of the members of the Council present, the Regular Meeting of the Mayor and Council of the Borough of Wood-Ridge held on March 4, 2020 was duly adjourned at _____ p.m.

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson _____, seconded by _____ moved for adjournment on March 4, 2020 was duly adjourned at _____ p.m.

Minutes of the 1849th Regular Meeting of March 4, 2020 – Youth Day

CALLED TO ORDER:

Mayor Sarlo / Iacovino called the Borough of Wood-Ridge Council meeting to order at 7:00 pm.

PLEDGE OF ALLEGIANCE: was led by Mayor Sarlo / Iacovino

ROLL CALL: (Taken by Borough Clerk Calvo)

Mayor:	Paul Sarlo / Isabella Iacovino – present
Council:	Philip Romero / John Kurz – present
	Catherine Cassidy / Cassandra Ferry – present
	Ezio Altamura / Angela Picheo – present
	Dominick Azzolini / Jillian Hynes – present
	Edward Marino / Madylin Marino – present
	Joseph DiMarco / Erica DiMarco – present
Borough Attorney:	Paul Barbire / Skylar Basich – present
Borough Engineer:	Brian Intindola / Domenico Altamura – present
Borough Clerk:	Gina Affuso / Julia Calvo – present
Borough Administrator:	Chris Eilert / Shaye Whaley – present

ROLL CALL: (Taken by Administrator Eilert)

Mayor:	Paul Sarlo – present
Council:	Philip Romero – present
	Catherine Cassidy – present
	Ezio Altamura – present
	Dominick Azzolini – present
	Edward Marino – present
	Joseph DiMarco – present
Borough Attorney:	Paul Barbire – present
Borough Engineer:	Brian Intindola – excused
Borough Clerk:	Gina Affuso – present
Borough Administrator:	Chris Eilert – present

OPEN PUBLIC MEETINGS ACT STATEMENT: read by Clerk Calvo

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CEREMONIAL PRESENTATION: None

ADVERTISED PUBLIC HEARING: None

ORDINANCES ON SECOND READING AND FINAL PASSAGE:

BOND ORDINANCE NO. 2020-1 (Vehicles and Equipment)

BOND ORDINANCE TO AUTHORIZE THE ACQUISITION OF NEW ADDITIONAL OR REPLACEMENT EQUIPMENT AND MACHINERY AND NEW AUTOMOTIVE VEHICLES, INCLUDING ORIGINAL APPARATUS AND EQUIPMENT, IN, BY AND FOR THE BOROUGH OF WOOD-RIDGE, IN THE COUNTY OF BERGEN, STATE OF NEW JERSEY, TO APPROPRIATE THE SUM OF \$500,000 TO PAY THE COST THEREOF, TO MAKE A DOWN PAYMENT, TO AUTHORIZE THE ISSUANCE OF BONDS TO FINANCE SUCH APPROPRIATION AND TO PROVIDE FOR THE ISSUANCE OF BOND ANTICIPATION NOTES IN ANTICIPATION OF THE ISSUANCE OF SUCH BONDS.

Advertisement of the above Ordinance has been made according to law and a copy of the Ordinance was posted on the bulletin board.

Mayor Iacovino called for a Hearing of Citizens on Ordinance No. 2020-1

Mayor Iacovino closed Hearing of Citizens on Ordinance No. 2020-1

Youth Roll Call: (Taken by Clerk Calvo)

Motion: Councilperson Ferry, seconded by Marino moved to the adoption of Ordinance No. 2020-1

Roll Call: Kurz yes, Ferry yes, Picheo yes, Hynes yes, Marino yes, DiMarco yes

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson Romero, seconded by Cassidy moved to the adoption of Ordinance No. 2020-1

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

ORDINANCES ON FIRST READING:

ORDINANCE No. 2020-2 (COLA)

CALENDAR YEAR 2020 ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS AND TO ESTABLISH A CAP BANK (N.J.S.A. 40A-4-45.14)

BE IT RESOLVED, by the Mayor and Council of the Borough of Wood-Ridge that **Bond Ordinance No. 2020-2** as above, be passed on first reading, to be published in the Record on February 24, 2020 and public hearing on the Ordinance to be held at the Regular Meeting on March 4, 2020 at 7:00 p.m. or soon thereafter as the matter can be reached, in the Municipal Building, 85 Humboldt Street, Wood-Ridge, New Jersey.

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Youth Roll Call: (Taken by Clerk Calvo)

Motion: Councilperson Marino, seconded by Altamura moved to the adoption of Ordinance No. 2020-2

Roll Call: Kurz yes, Ferry yes, Picheo yes, Hynes yes, Marino yes, DiMarco yes

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson Altamura, seconded by DiMarco moved to the adoption of Ordinance No 2020-2

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

PETITIONS: None

BIDS: None

COMMUNICATIONS:

Communications and correspondence received are identified on this evening’s agenda has been distributed to all Council for appropriate action.

REPORTS OF GOVERNING BODY:

Mayor Paul Sarlo / Isabella Iacovino:

The Mayor and Council are pleased to announce the dates for two public events that they will be held again this year.

Wood-Ridge Town Day will be held on Sunday, June 14th on Valley Boulevard. The event will feature rides and activities for kids, food stands, live music by “The Nerds” and an outdoor adult beverage refreshment distribution station.

The Wood-Ridge Food Truck Festival will be held on Sunday, October 4th on Wesmont Drive. The event will feature food truck vendors and live music by “The B-Street Band” and an outdoor adult beverage refreshment distribution station.

Council President Philip Romero / John Kurz:

Public Works, Recycling, & Utilities Chairman’s Report

The Public Works, Recycling & Utilities Committee has oversight over the Department of Public Works and the Borough’s sanitary sewer system, streets, sidewalks, and municipal parking lots. It also has jurisdiction over all contracts for garbage and recycling collection and all matters concerning public utility services such as natural gas, electric, street lighting, water, telephone, cable television and internet provided by third party vendors.

Minutes of the 1849th Regular Meeting of March 4, 2020 – Youth Day

During the winter months, DPW responds to snow storms and does interior cleaning, painting and repairs in borough buildings. In late March, the DPW will begin the spring clean ups of all Borough parks and playgrounds. Throughout the spring and summer months, they will clean all storm sewer catch basins and all sanitary sewer lines. During the summer and fall months, the DPW will prune and elevate shade trees and will replace all damaged and faded street and traffic signs throughout the Borough.

Councilperson Catherine Cassidy / Cassandra Ferry:

Library: In 2018, the New Jersey voters approved a ballot referendum to establish a state grant program to fund renovations and expansions of public libraries. These grants could provide public libraries with grants that can cover as much as 50% of the costs of renovating or expanding. In anticipation of the state releasing the grant applications this summer, the Borough's architect is currently working on concept plans for possible renovations and expansions of the Wood-Ridge Memorial Library. New amenities being considered include a new Children's Room, a new research and computer room, a new education and public event room, expanded collection space, and upgraded heating, air conditioning and electric systems. We expect to have conceptual plans ready by June to present to the public.

The Law, Land Use & Code Enforcement Committee has oversight over all legal matters including reviewing all municipal ordinances and maintaining the Council's By-Laws and the Borough's Code.

In the interests of transparency, the Council By-Laws and all Borough Ordinances since 2010 are posted on the Borough website. In recent years we updated the Borough's Code Book and loaded it on the Borough Website. It is now in an interactive, user friendly format that allows residents to conduct searches of different topics and aspects of the Borough's Code.

This Committee also has oversight over the building department and planning board. This is very important for protecting our quality of life by ensuring that building codes and property maintenance standards are maintained and enforced.

Councilperson Ezio Altamura / Angela Picheo:

The Police Committee has jurisdiction over the Police Department and drug and alcohol abuse education programs.

The Police Department presently consists of 21 officers and 1 recruit who is presently training at the Bergen County Police Academy and is expected to graduate in June.

Last month Lieutenant Scott Drotos and Lieutenant Jerry Onnembo retired from the department. I, along with the members of the Wood-Ridge Police Department and the members of the Borough Council, would like to congratulate them on their retirement, thank them for their many years of service and wish them luck in future endeavors.

I would also like to announce that Chief Korin has assigned 2 new officers, Sgt. Robert Stasion and Officer Mark Torsiello, to the DARE program. They will join Det. Dave Marchitelli who will remain with the program.

The Wood-Ridge PBA will be hosting their annual beefsteak on March 28th at the Assumption Church basement with the "Shake, Rattle, and Roll Dueling Piano's." The tickets are \$65 each which includes dinner, wine, beer, and soda.

The Borough of Wood-Ridge website has been upgraded with many new features by its vendor, Alpha Dog Solutions. Changes include language translation, direct dial features and better graphics. During the month of

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February, the Borough of Wood-Ridge website had a total of 8,138-page views. For more information regarding the borough please visit www.njwoodridge.org.

Councilperson Dominick Azzolini / Jillian Hynes:

The Fire & Emergency Services Committee has oversight of the Wood-Ridge Fire Department, the Wood-Ridge Emergency Squad, the Fire Prevention Bureau and the Office of Emergency Management.

The Fire Department is comprised of highly trained volunteers who answer the calls of their fellow Wood-Ridge residents. Their service saves the Borough taxpayers literally millions of dollars each year. The Department's apparatus consists of 1 ladder truck, 3 engines, 1 rescue truck and 2 ambulances.

The Borough Council is committed to keeping the department well trained and well equipped in order to respond to the needs of the public.

Councilperson Edward Marino / Madylin Marino:

The Borough Finance Committee will introduce this year's Municipal Budget, at our council meeting in April.

This year's budget will be below the 3.5% maximum appropriations cap and below the 2% maximum tax levy cap.

The Borough had a very strong financial performance last year. We continue to maintain a very strong balance sheet with relatively low debt and a AA Bond Rating.

Major cost savings have come from reducing the number of employees through attrition, providing lower cost employee benefits, renegotiating union contracts to lower costs for future employees and implementing additional shared services with the Board of Education and other towns. Wood-Ridge uses shared services and/or joint purchasing for health and liability insurance, public health services, animal control, gasoline and diesel fuel, natural gas and electric, road salt, auto parts, 911 phone system, the police pistol range and vehicles and equipment for the Public Works, Police and Fire Departments.

Councilperson Joseph DiMarco / Erica DiMarco:

Building & Grounds Chairman's Report - 2020

The Buildings & Grounds Committee has oversight over all Borough buildings, grounds, parks, playgrounds, athletic facilities, open space and right-of-ways.

The Borough has been very aggressive in applying for grants to fund renovations to our buildings, parks and athletic fields. We have received over \$2,500,000 in grants to renovate public parks, playgrounds, athletic fields and buildings.

In recent years, all 3 of our athletic fields have been renovated, our playgrounds at Veterans Park on Valley Boulevard and Kohr Park on 13th Street have been remodeled, we built a new playground behind Doyle School and we built an addition onto our DPW Garage.

We just replaced the artificial turf on Donna Ricker Field which was originally installed in 2008 and was at the end of its useful life. The track will be resurfaced this summer.

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REPORTS OF OFFICERS:

Administrator Christopher Eilert / Shave Whaley:

The Borough Administrator is responsible for managing the day-to-day operations of the Borough of Wood-Ridge. The Administrator reports to the Mayor and all department heads report to the Administrator.

The Borough has 9 full time administrative staff. These staff members provide valuable services to our residents and perform state mandated tasks in the areas such as Finance, Tax, Purchasing, Recreation, Health & Vital Statistics, Construction & Code Enforcement and the Municipal Court.

All administrative staff members have been cross-trained in multiple departments and duties. By improving efficiency, utilizing technology and participating in shared services and joint purchasing programs we have been able to implement significant cost savings over the years.

Borough Clerk Gina Affuso / Julia Calvo:

Good evening, my name is Julia Calvo and I will be serving as Borough Clerk tonight.

As Borough Clerk, I take on many roles to serve as liaison between the Citizens of Wood-Ridge, the Administrator, and the Mayor and Council. Preparing the agenda for tonight's meeting is an integral part of my job. Putting a day like today together takes time, planning and a lot of work from all the staff in my office.

I am also responsible for the preparation of materials for the candidates who will be running for office. It is my job to make sure that everything is done to the letter of the law in order to ensure the results of the election. As a reminder, the Primary Election is on Tuesday, June 2nd. Please don't forget to vote.

This Governing Body is proud to host many events in the Borough with Youth Day being at the top of the list. We would like to thank all the students who participated and we hope you enjoyed your day.

Attorney Paul Barbire / Skylar Basich:

Under General Litigation we have no pending lawsuits. In the event that a law suit was filed against the Borough, it would be referred to the Joint Insurance Fund, which is our insurance carrier and which would assign counsel to defend the Borough.

Under Tax Appeals, April 1st is the deadline for property owners to file tax appeals. I will advise the Mayor and Council of the total number of tax appeals filed for the current tax year once they have been received by my office.

For all meeting agendas, I prepare resolutions pertaining to contracts that must be voted on by the governing body.

My office also continues to prepare any required paperwork which is necessary in the normal course of Borough business.

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Engineer Brian Intindola / Domenico Altamura:

The Borough Engineer is responsible for designing plans and bid specifications for capital purchases such as fire trucks and dump trucks and for infrastructure projects such as road paving, drainage improvements, building renovations, and upgrades to parks, playgrounds and athletic fields.

The Borough Engineer also prepares and submits grant applications to the state and county on behalf of the Borough. We also inspect all public construction projects and review all applications submitted to the Land Use Board.

Auditor Gary Vinci / Jason Lopez:

The Borough Auditor is responsible for conducting the annual audit of the financial operations of the town, which is mandated by state law.

The audit reviews the financial and managerial practices of Borough employees to ensure compliance with state laws and regulations. Areas that the audit reviews include accounting policies and procedures, purchasing policies and procedures, contract administration, cash management practices, payroll procedures, records management and fixed asset inventory.

The Auditor assists the Borough Administrator and the Chief Financial Officer in preparing the annual budget and the annual financial statements. To be a municipal auditor in New Jersey, you must be an accountant who holds the Certified Public Accountant (CPA) license and the Registered Municipal Accountant (RMA) license.

REPORTS OF DEPARTMENTS: On file in clerk's office

Department of Public Works - Christopher Eilert / Elizabeth Autino

The DPW consists of 16 employees in 3 different divisions: Operations, Buildings and Vehicle & Equipment Maintenance.

The DPW performs a multitude of tasks including snow plowing, filling potholes, painting curbs, replacing street signs and pruning trees. They are responsible for the maintenance and repair of all public buildings and grounds including landscaping, painting and cleaning. They also maintain the Borough's storm and sanitary sewer systems by cleaning catch basins, servicing the pump stations and jetting sewer lines. Perhaps their most important function is responding to emergencies such as hurricanes, blizzards and sewer back-ups.

CFO/Finance - Nicholas Fargo / Loreanna Caputi

The Chief Financial Officer is one of the four statutory positions which a municipality must have under state law. To be a CFO, you must have a bachelor's degree in accounting or business administration and must pass the NJ Certified Municipal Finance Officers exam.

The CFO must work with various other municipal officers to perform his duties. The CFO works with the Borough Administrator to develop and administer the municipal budget. He works with the Borough Auditor to prepare the annual financial statements. He works with the Bond Counsel to issue bonds and notes which fund capital projects such as road paving and building renovations.

The Borough of Wood-Ridge has a AA bond rating. Our budget is well below both the appropriations and tax levy caps. We have over \$3,000,000 in surplus and relatively low debt and liabilities.

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Emergency Management - Paul Dahl / Andrew Aziz

The Emergency Management and Safety Officer is required to coordinate emergency response during a declared emergency that effects part of or the entire Borough of Wood-Ridge. Examples are major storms as in a blizzard or a Nor'easter which may cause loss of electrical power or trees to come down in the town.

As Safety Officer I coordinate the training for Borough Employees, conduct inspections of Borough facilities and job observations such as traffic control by the Police Department at a job site and with the DPW during snow removal in the Borough.

Emergency Squad Captain - Dennis Kronyak / Thomas King

The Wood-Ridge Fire Department Emergency Squad was established in 1937, as a subdivision of the Fire Department, to provide Emergency Medical Services to the residents of our town. We have approximately 50 members and operate 2 ambulances.

We have 10 EMT's active on our Duty Crew system which operates from 6PM until 6AM Monday through Friday and all 24 hours of the weekend. We are also lucky to have 3 active members employed at the Wood-Ridge Department of Public Works which allows us to answer calls during the day to ensure our residents are receiving the best care possible.

As Captain of the Squad, I oversee approximately 950 calls of medical assistance annually and also respond to an additional 300 calls for the Fire Department. I am responsible for ensuring to the best of my ability that our members are trained and that our equipment is functioning and mechanically sound.

In the month of January, the Squad responded to 43 calls, which resulted in 23,557-man hours for the month.

We thank the Mayor and Council for their continued support, and look forward to serving our community better by advancing our training and keeping up with the new medical sciences advancing in our field.

Municipal Court Administrator - Sharon Grimaldi / Christina Braid

During the last decade, the municipal courts of this State have undergone systemic Court Rule and statutory revolutions that have launched our courts on a journey of continuous change. The municipal courts now handle more complex matters.

In order to perform the duties of the Court Administrator you must become certified through the Administrative Office of the Courts and be passed by the Supreme Court to hold the title of Certified Court Administrator in the State of New Jersey.

Purchasing Agent - Christopher Eilert / Phil Iacovelli

The Purchasing Agent is responsible for drafting policies regulating the purchasing of goods and services for all Borough Departments and for supervising all public bids and capital purchases.

To be a Qualified Purchasing Agent you must pass 4 courses at Rutgers and pass the state exam. Under New Jersey Law, a Qualified Purchasing Agent is authorized to enter into purchase agreements for goods and services costing less than \$40,000 without bidding and without a vote of the governing body, with certain exceptions.

Like most small towns, Wood-Ridge combines the role of purchasing agent with the position of Borough Administrator.

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Tax Collector - Kellie Romero / Jillian Zamski

The job of the Tax Collector is to bill and collect real estate taxes for the Municipality. Tax dollars are where the majority of the revenue comes from to run the Borough. The Tax Collector uses the figures from the Municipality, County and Board of Education to calculate the money needed to bill property taxes.

Taxes are paid quarterly, collected at the Tax Office and deposited daily into a designated bank. The Collector also holds a yearly Tax Sale for any unpaid taxes, at which time a lien is placed on the property. In most cases, the liens are redeemed by the owners and all charges are brought up to date.

The Tax Collector position requires many hours of class instruction culminating in a state exam that is required for certification.

REPORTS OF BOARDS OR COMMISSIONS: On file in clerk's office

Planning Board - Frank Finke / Anthony Finke

The Land Use Board is responsible for developing and enforcing the Borough's Master Plan and Zoning Code, both of which regulate land use throughout the town. The Board conducts public hearings and renders decisions on all land use applications related to sub-divisions, site plans and variances from the Borough's Zoning Code. The Board also recommends the adoption of Bond Ordinances to the Mayor and Council.

The Board consists of 6 members and 2 alternate members and 1 Public Official, all appointed by the Mayor, as well as the Mayor and a Councilmember, for a total of 11 members. The Members of the Board elect a Chairperson and Vice-Chairperson at its annual Reorganization Meeting each January. The Board also appoints an attorney, a professional engineer and a professional planner to provide the Board Members with technical and legal advice on all applications.

The Land Use Board works on many different applications. The most frequent types of applications we receive are for subdivisions of larger properties into separate building lots, variances for decks and fences on residential properties and certificates of occupancy for new businesses.

Two unique applications we recently approved were to build a new Westin Element Hotel where the TGIF was and to build the new Wood-Ridge Athletic Complex in the Wesmont Station neighborhood.

Shade Tree Commission - George Meglio / Christopher Hargrave

Years of proper tree management is now paying dividends. Overgrown and dangerous trees are being replaced with tree species that are better suited for our urban forest. This eliminates sidewalk tree root conflicts and reduces the chances of dead trees falling over in heavy storms.

With the support of the DPW trees throughout the town were pruned and elevated. The DPW will continue to receive training in tree trimming through programs run by State Approved Arborists. This education and implementation of knowledge for the care of our newly planted trees is critical to the long-term health and value to our trees.

In recent years we have planted over 1,000 new trees throughout town. Species include Cherry, Maple, Green Ash and Red Oak, which is our State Tree. Tree selection is based upon their mature size, durability, life span and their ability not to conflict with sidewalks and wires.

As a Tree City Member, we will be celebrating Arbor Day in April. As part of the Arbor Day celebration, members of the Shade Tree Commission will conduct an educational lesson for the third-grade students.

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Recreation Commission - Dennis Brubaker / Jenna Castellano

The Recreation Commission meets monthly on the second Wednesday of the month at Borough Hall. All meetings are open to the public.

We continue to clear our coaches via fingerprinting, background checks, Coaches Certification Course and a Concussion Course. AED/CPR certification is required of all head coaches and is given monthly by the W-R Emergency Squad.

The Wood Ridge 2020 Summer Recreation Program will be held Monday June 29th through Friday July 31st. This program is attended annually by over 400 boys and girls in grades 1st through 8th and employs many of our High School and College age residents.

As always, we thank all of our volunteers and especially our coaches for the time and support that they give to our recreation programs.

We thank the Mayor & Council for their ongoing support, and appreciate their commitment to maintaining and upgrading our fields and facilities.

Library Board - Erin Hughes / Alessia Guerriero

The Wood-Ridge Memorial Library is one of the most important places in town. Seventy five percent of Wood-Ridge residents have their Library card, and it's not hard to understand why. The Library connects the good folks of Wood-Ridge from every single walk of life- from a family checking out books and movies, to job hunters, to folks wanting to use our databases, the Library provides access and more- and free of charge! At the Library, we aim to inform, connect, and inspire, and we do that by providing top-notch customer service, the newest books, movies, magazines, museum passes and database access, quality family programming, and by welcoming our town in with wide open arms. Come visit the Library and see why your Library card is the most valuable card you'll ever have!

Registrar of Board of Health - Gina Affuso / Lyndsey Scherdel

As Registrar of the Health Department for the Borough, I must follow strict regulations by the New Jersey Department of Health & Vital Statistics, in order to maintain all vital records. Vital records include birth certificates, death certificates, marriage licenses and marriage certificates. Last year we had 76 marriage applications that were processed in our office. Dog & cat licenses are processed through the Health Department as well. We currently have 410 dogs and 11 cats licensed in the Borough.

President of Board of Health - Debbie Greenaway / Brandon Greenaway

The Board of Health consists of a Bureau of Vital Statistics and a Bureau of Public Health.

The Bureau of Vital Statistics is headed by the Registrar and includes a Deputy Registrar and Alternate Deputy Registrars. These positions are filled by staff from the Borough Clerk's office. The Bureau of Vital Statistics is responsible for issuing marriage licenses, death certificates, birth certificates, burial permits and dog and cat licenses.

The Bureau of Public Health is headed by the Health Officer and includes health inspectors, public health nurses and animal control officers. Like many small towns, Wood-Ridge utilizes a shared services agreement with the Bergen County Health Department to provide these personnel. The Bureau of Public Health is responsible for pest and animal control, infectious disease control, and performing sanitary inspections and issuing licenses to all businesses and public facilities that handle or prepare food.

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The Board of Health is comprised of 7 members and 2 alternate members, all appointed by the Mayor. The members vote at the Reorganization Meeting every January to elect a president and vice president of the board.

As President of the Board, I am in close contact on a regular basis with the Registrar and with the County Health Officer and County Health Inspector assigned to the Borough. I also preside at all meetings of the Board of Health. During our meetings we receive reports on all sanitary inspections and on all licenses and permits issued.

FIRST HEARING OF CITIZENS:

Mayor Sarlo / Iacovino declared the Hearing of Citizens to be open. With no residents wishing to be heard, the hearing of citizens was closed.

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.

MINUTES:

Minutes of the February 19, 2020 Regular Meeting.

RESOLUTIONS: Adoption of the following

RESOLUTION NO.: 047-2020

RESOLUTION AWARDING CONTRACT TO ATT SPORTS, INC FOR DONNA RICKER FIELD IMPROVEMENTS PURSUANT TO SOURCEWELL COOPERATIVE

WHEREAS, there exists a need to resurface and seal the track at Donna Ricker Field in the Borough of Wood-Ridge, County of Bergen, State of New Jersey; and

WHEREAS, said improvements are to be provided by Sourcewell a cooperative purchasing system and bearing membership #89537, contract #060518-S11; and

WHEREAS, ATT Sports, Inc. is an approved vender under the Sourcewell cooperative; and

WHEREAS, the maximum amount of the purchase contract is \$160,125.00 and the Financial Officer has determined sufficient funds are available in accordance with Capitol Ordinance # 2019-18 adopted by the Mayor and Council on December 18, 2019 as is evidenced by Treasurer's Certification attached hereto and made a part hereof; and

WHEREAS, the Local Public Contracts law (N.J.S.A. 40A:11-1 et seq.) requires that the resolution authorizing the award of contracts for such services without competitive bids and the contract itself must be available for public inspection.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Wood-Ridge, County of Bergen as follows:

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1. The Mayor and Borough Clerk of the Borough of Wood-Ridge are hereby authorized and directed to execute any and all documents necessary to effectuate the purchase, supplies, and installation, made reference to, hereinabove.

2. This contract is awarded without competitive bidding under the provisions of 40A:11-10 of the Local Public Contracts Law because the contract is through Sourcewell a cooperative purchasing system.

RESOLUTION NO.: 048-2020

RESOLUTION APPROVING SUBMISSION OF 2019 LOSAP CERTIFICATION PROGRAM

WHEREAS, the Mayor and Council of the Borough of Wood-Ridge has received the required certifications for the 2019 LOSAP Program; and

WHEREAS, the Borough Clerk has on file the original signed certifications for the individuals who have satisfied the earned point requirements pursuant to Borough Ordinance Number 2000-13; and

WHEREAS, the LOSAP Program has been approved by the voters of the Borough of Wood-Ridge by way of referendum; and

WHEREAS, the Financial Officer has determined sufficient funds are available in the General Account as is evidenced by Treasurer’s Certification attached hereto and made part hereof.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Wood-Ridge, County of Bergen, State of New Jersey that the submission of the LOSAP Certification is hereby authorized.

The following members of the Wood-Ridge Fire Department have achieved 80 points or more for the LOSAP Program for the year 2019. A copy of this certification along with the supplemental back-up documentation for each member relative to the LOSAP 2019 program is posted in the Fire House for members and/or any other appropriate person to inspect. Said list will be posted for 30 days.

<u>Badge Number</u>	<u>Member</u>	<u>Total Points</u>	<u>Contribution</u>
3	E. Loucka	93	1,140.77
4	D. Kronak III	146	1,629.67
5	T. Burniston	136	1,629.67
7	T. Bischoff, Jr.	156	1,629.67
9	F. Dressel V	129	1,303.74
10	T. Sullivan	102	1,629.67
12	E. Yapple	123	1,629.67
13	A. Swieczowski	85	882.73
15	R. Ippolito	105	1,385.22
17	M. Popejoy	158	1,629.67
18	P. Miuccio	122	1,629.67
19	S. Sarracino	128	1,629.67
20	N. Meglio	153	1,629.67
21	W. Bergner	120	1,629.67
22	D. Kronyak	128	1,629.67
23	Kevin Cribben	122	1,629.67
24	L. Maloney	162	1,629.67
25	M. Donato	146	1,629.67
26	D. OBeirne	167	1,629.67

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29	N. Riccio	161	1,629.67
33	R. Phillips	163	977.80
34	D. K ritz	80	1,629.67
35	R. Phillips, Jr.	134	1,629.67
36	A. Martinez	121	1,629.67
37	J. Berta	122	1,629.67
38	T. Sarracino	126	1,629.67
39	M. Czwaikel	120	1,629.67
40	G. Ruiz	127	1,629.67
42	M. Cribben	149	1,140.77
43	R Cribben	90	1,629.67
44	V. Giordano	127	1,629.67
46	G. Gorab	182	1,629.67
47	K. Schulz	163	1,629.67
48	S. Russo	128	1,629.67
49	E. Ferry	181	1,629.67
50	A. Mahdy	137	1,629.67
53	E. Gaige	204	679.02
101	N. Fallon	121	1,629.67
102	J. Hone	83	977.80
106	N. Scarimbolo	105	923.47
107	J. Geigges	96	509.27
Total \$			60,440.36

RESOLUTION NO.: 049-2020
GRANTEE AUTHORIZING RESOLUTION

BE IT RESOLVED, that the Mayor and Council of **Wood-Ridge** wish to enter into a Bergen County Trust Fund Project Contract (“Contract”) with the County of Bergen for the purpose of using a **\$ 130,122.00** matching grant award from the 2019 Funding Round of the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“Trust Fund”) for the municipal park project entitled **Wood-Ridge Square Park** located in **Block 335, Lot 1.01**, on the tax maps of the **Borough of Wood-Ridge**;

BE IT FURTHER RESOLVED, that the Mayor and Council hereby authorize Paul A. Sarlo to be a signatory to the aforesaid Contract; and,

BE IT FURTHER RESOLVED, that the Mayor and Council hereby acknowledge that, in general, the use of this Trust Fund grant towards this approved park project must be completed by or about December 23, 2021; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant will be disbursed to the municipality as a reimbursement upon submittal of certified Trust Fund payment and project completion documents and municipal vouchers, invoices, proofs of payment, and other such documents as may be required by the County in accordance with the Trust Fund’s requirements; and,

BE IT FURTHER RESOLVED, that the Mayor and Council acknowledge that the grant disbursement to the municipality will be equivalent to fifty (50) percent of the eligible construction costs incurred (not to exceed total grant award) applied towards only the approved park improvements identified in the aforesaid Contract in accordance with the Trust Fund’s requirements. Professional Services Costs may be reimbursed from grant award’s unexpended balance, should there be a balance.

This resolution was adopted by the Mayor and Council of at a meeting on **March 4, 2020**.

**RESOLUTION NO.: 050-2020
RESOLUTION AUTHORIZING TAX SALE REDEMPTION FOR BLOCK 210 LOT 3**

WHEREAS, a Tax Sale was held October 16, 2014, by the Borough of Wood-Ridge for delinquent 2013 taxes concerning property designated as Block 210 Lot 3 on the current tax assessment map of the Borough of Wood-Ridge and commonly known as 246 Floral Lane owned by John T. & Elsie T. Dec and;

WHEREAS, Tax Sale Certificate 14-00001 was purchased by: Touma & Associates
30 Henry Street
Glen Rock, NJ 07452 and;

WHEREAS, Tax Sale Certificate 14-00001 has been redeemed by Richard Ward, Grandson of John T & Elsie T. Dec, who has remitted to the Borough of Wood-Ridge check #54237134-2 dated 2/26/2020 for \$113,110.77, for the Lien;

NOW THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Wood-Ridge has approved the requested redemption amount of \$113,110.77 to be made payable to:

Touma & Associates
30 Henry Street
Glen Rock, NJ 07452

APPLICATIONS:

- a. Application from Ian Hover of Trinity Solar for a Solicitor Permit for solar panels.
- b. Application from Kearny Schuyler School PTA for an On-Premise 50/50 and Tricky Tray on March 26, 2020 at the Fiesta.
- c. Application from Closter Animal Welfare Society for an On-Premise 50/50 and Tricky Tray on May 6, 2020 at the Fiesta.

All applications listed above have been reviewed and approved by the Wood-Ridge Police Department.

SEMINAR APPROVALS: None

APPOINTMENTS: None

HIRINGS: None

Youth Roll Call: (Taken by Clerk Calvo)

Motion: Councilperson Marino, seconded by DiMarco moved to the adoption of all matters on the above **CONSENT AGENDA.**

Roll Call: Kurz yes, Ferry yes, Picheo yes, Hynes yes, Marino yes, DiMarco yes

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Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson Azzolini, seconded by Cassidy moved to the adoption of all matters on the above **CONSENT AGENDA.**

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

UNFINISHED BUSINESS: None

NEW BUSINESS: None

SECOND HEARING OF CITIZENS:

Mayor Sarlo / Iacovino declared the Hearing of Citizens to be open.
With no residents wishing to be heard, the hearing of citizens was closed.

Mayor Sarlo took a moment to recognize Superintendent of Schools, Nick Cipriano, who was present tonight. He also asked for a round of applause for all the students tonight and the terrific job they did, as well as their parents for allowing them to participate. Mayor Sarlo stated the demolition on the athletic fields has begun and we are looking forward to moving ahead with the project.

ADJOURNMENT:

Since there was no further business to come before the Council, by unanimous vote of the members of the Council present, the Regular Meeting of the Mayor and Council of the Borough of Wood-Ridge held on March 4, 2020 was duly adjourned at 7:33 p.m.

Council Vote: (Taken by Administrator Eilert)

Motion: Councilperson Romero, seconded by DiMarco moved for adjournment on March 4, 2020 was duly adjourned at 7:34 p.m.

Respectfully submitted,

Gina Affuso, RMC
Borough Clerk