

**BOROUGH OF WOOD-RIDGE
REORGANIZATION MEETING OF JANUARY 1, 2024**

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 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.

3. CERTIFICATION OF ELECTION RESULTS:

Announcement of results of November 7, 2023 Municipal Election.

- a. Paul A. Sarlo elected to fill a full four-year term as Mayor with a vote of 1,804.
- b. Dominick Azzolini elected to a full three-year term as Councilperson with a vote of 1,718.
- c. Philip Romero elected to a full three-year term as Councilperson with a vote of 1,868.

Mayor Sarlo and Councilmembers Azzolini and Romero to the Dais.

4. ROLL CALL:

Mayor:	Paul Sarlo
Council:	Dominick Azzolini
	Ezio Altamura
	Edward Marino
	Philip Romero
	Michele Mabel
	Michael Donato
Borough Attorney:	Paul Barbire
Borough Engineer:	Michael Neglia - Brian Intindola
Borough Clerk:	Gina Affuso
Borough Administrator:	Chris Eilert

5. PLEDGE OF ALLEGIANCE:

6. ADMINISTRATION OF OATHS OF OFFICE TO NEWLY ELECTED OFFICIALS:

- a. Oath of Office is administered to Paul A. Sarlo by Thomas A. Sarlo, Esq.
- b. Oath of Office is administered to Dominick Azzolini by Mayor Paul Sarlo.
- c. Oath of Office is administered to Philip Romero by Mayor Paul Sarlo.

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7. ADOPTION OF THE BY-LAWS OF THE MAYOR & COUNCIL:

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

Motion: Councilperson _____, seconded by Councilperson _____ to adopt the By-Laws.

Discussion:

Roll Call: Azzolini, Altamura, Marino, Romero, Mabel, Donato

8. SELECTION OF PRESIDENT OF THE BOROUGH COUNCIL:

Mayor Sarlo requests Council to select a President of the Council.

Motion: Councilperson _____, seconded by Councilperson _____ to nominate Councilperson **EZIO ALTAMURA** as Council President.

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

9. ADOPTION OF THE ROLL CALL OF THE MAYOR & COUNCIL:

Mayor Sarlo calls for a motion adopting the following Roll Call.

Mayor: Paul Sarlo
Council: Ezio Altamura
Dominick Azzolini
Edward Marino
Philip Romero
Michele Mabel
Michael Donato

Motion: Councilperson _____, seconded by Councilperson _____ to adopt the Roll Call.

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

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10. NOMINATIONS OF STATUTORY OFFICERS: All Effective as of January 1, 2024

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

Motion: Councilperson _____, seconded by Councilperson _____ appointing CHRISTOPHER W. EILERT to the position of Borough Administrator.

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

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

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

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

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

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

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

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11. MEMBERS OF COUNCIL COMMITTEES AND LIAISONS:

Standing Committee Name	Chair	Vice Chair	Member
Buildings & Grounds	Donato	Mabel	Marino
Finance, Insurance & Administration	Marino	Donato	Azzolini
Fire & Emergency Management	Romero	Azzolini	Donato
Law, Land Use & Code Enforcement	Donato	Marino	Azzolini
Police & Public Safety	Altamura	Azzolini	Mabel
Public Information & Events	Mabel	Altamura	Romero
Public Works, Sanitation, Recycling & Utilities	Azzolini	Romero	Altamura

Special Committee Name	Chair	Vice Chair	Member
Special Committee on School Facilities	Romero	Mabel	Azzolini
Special Committee on Recreation Facilities	Marino	Donato	Altamura

Board, Committee, Commission or Constituency	Liaison
Board of Education & PTA	Mabel
Board of Health	Marino
Community Development	Marino
Emergency Management	Romero
Historical Society	Azzolini
Joint Insurance Fund	Azzolini
Library Board of Trustees	Romero
Municipal Alliance	Mabel
Planning Board	Donato
Public Events Committee	Mabel - Altamura - Romero
Recreation Commission	Altamura
Senior Citizens	Mabel - Altamura
Veterans	Donato - Altamura

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

Discussion:

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

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12. MAYORAL APPOINTMENTS: All Effective as of January 1, 2024

Not requiring advice and consent of the Borough Council

a. **Municipal Alcohol & Drug Alliance Committee:**

Michael O'Donnell, Chairperson	1-year term to 12/31/24
David Marchitelli, Vice-Chairperson	1-year term to 12/31/24
Anthony Albro, Secretary	1-year term to 12/31/24

b. **Library Board of Trustees:**

Veronica York - Member	5-year term to 12/31/28
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Designated Alternate of the Mayor:

Catherine Cassidy - Member	1-year term to 12/31/24
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Designated Alternate of the Superintendent of Schools:

Keri Focarino - Member	1-year term to 12/31/24
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c. **Planning Board:**

Richard Pronti - Class II Member	1-year term to 12/31/24
Christopher Inserra – Class IV Member	4-year term to 12/31/27
Omid Irani – Class IV Member	unexpired term to 12/31/26
Anthony Sarlo – Class IV Alternate #1 Member	unexpired term to 12/31/24
Donald Conger – Class IV Alternate #2 Member	2-year term to 12/31/25
Christian Leone – Class IV Alternate #3 Member	unexpired term to 12/31/24

Designated Alternate of the Mayor:

Christopher W. Eilert – Class I Member	1-year term to 12/31/24
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d. **Recreation Commission:**

Jon Wollerman – Member	5-year term to 12/31/28
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13. 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.

A. RESOLUTIONS: Adoption of the following, **All Effective as of January 1, 2024**

- 001-2024 Appointment of the Borough Administrator and authorizing Mayor and Clerk to execute contract. (Christopher W. Eilert).
- 002-2024 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. (Paul S. Barbire, Esq.).
- 003-2024 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. (Michael Neglia/ Neglia Engineering Associates).
- 004-2024 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. (Lerch, Vinci & Bliss, LLP).
- 005-2024 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. (Associated Appraisal Group).
- 006-2024 Appointment of Insurance Consultant. (Professional Insurance Associates, Inc.).
- 007-2024 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.
- 008-2024 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. (Professional Insurance Associates, Inc.).
- 009-2024 Appointment of Insurance Producer/Consultant for Bergen Municipal Employee Benefit Fund. (PIA Security Programs, Inc.).
- 010-2024 Designating various banks as depositories for Borough funds.
- 011-2024 Ratifying bond for Tax Collector and Library Treasurer.
- 012-2024 Approving various named persons as drivers of the fire engines of the Borough of Wood-Ridge.
- 013-2024 Approving rate of interest on delinquent taxes.
- 014-2024 Designating The Record and the Star Ledger as official newspapers.
- 015-2024 Adoption of Schedule of Council Meetings.
- 016-2024 Authorizing Chief Financial Officer to prepare and issue recreation checks in advance of the monthly meetings.
- 017-2024 Authorizing Petty Cash Fund & Change Fund for the year.
- 018-2024 Establishing Temporary Budget Appropriations for the year.
- 019-2024 Approving blanket bond coverage for all employees not required to post individual bond.
- 020-2024 Adoption of Employee Manual dated January 1, 2024.
- 021-2024 Authorizing Chief Financial Officer to prepare employee payrolls.
- 022-2024 Authorizing Chief Financial Officer to release semi-monthly payroll checks.

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- 023-2024 Authorizing additional penalties on delinquent property taxes.
- 024-2024 Approving Cash Management Plan.
- 025-2024 Approving Interlocal Mutual Aid and Rapid Deployment Force.
- 026-2024 Approving Rules and Regulations for the Wood-Ridge Police Department.
- 027-2024 Authorizing Participation in Department of Defense 1033 Equipment Program.
- 028-2024 Appointment of Special Counsel for Bond Issuance 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. (Rogut, McCarthy, LLC., Parker McCay PA, and McManimon, Scotland & Bauman LLC).
- 029-2024 Appointment of Special Counsel for Redevelopment 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. (Aronsohn, Weiner, Salerno & Kaufman, PC, McManimon, Scotland & Bauman LLC and Parker McCay PA).
- 030-2024 Appointment of Special Counsel for Land Use 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. (Aronsohn, Weiner, Salerno & Kaufman, PC).
- 031-2024 Appointment of Special Counsel for Tax Appeals and authorizing Mayor and Clerk to execute contract for services, if needed, as per the terms set forth in the appointing resolution. (Paul S. Barbire, Esq.; Cleary, Giacobbe, Alfieri, Jacobs, LLC)
- 032-2024 Appointment of Special Counsel for Litigation 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. (Waters, McPherson & McNeill, PC).
- 033-2024 Appointment of Planning Consultants 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. (Neglia Engineering Associates).
- 034-2024 Appointment of Financial Advisor for Bond Issuance and Continuing Disclosure 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. (Phoenix Advisors).
- 035-2024 Appointment of Environmental Engineer 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. (Mott MacDonald Engineering)
- 036-2024 Appointment of Architectural Firms 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. (Connolly & Hickey; DiCara Rubino).
- 037-2024 Authorizing Use of Home Depot Store Credit Card.
- 038-2024 Contracting for Elevator Inspection Services.

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B. APPOINTMENTS: All Effective as of January 1, 2024

Nomination by the Mayor requiring advice and consent of the Borough Council, unless otherwise noted

- a. **ADA Coordinator:**
Paul S. Barbire, Esq. 1-year term to 12/31/24
- b. **Assessment Searcher:**
Gina Affuso 1-year term to 12/31/24
- c. **Deputy Borough Clerk:**
Cathleen Calabro 1-year term to 12/31/24
- d. **C.E.P.A. Officer (Conscientious Employee Protection Act):**
Paul S. Barbire, Esq. 1-year term to 12/31/24
- e. **Chiropractor:**
Leonard V. Deleasa, D.C. 1-year term to 12/31/24
- f. **Office of Community Services:**
Catherine Cassidy – Coordinator 1-year term to 12/31/24
- g. **Office of Emergency Management:** Not applicable until 12/31/25
- h. **Emergency Management Council:**
Jerome A. Cala, Jr. – Public Member 1-year term to 12/31/24
- i. **Board of Health:**
James Love, Jr. - Member 3-year term to 12/31/26
Robert Keller - Member 3-year term to 12/31/26
- j. **Historian:** 1-year terms to 12/31/24
Catherine Cassidy – Historian
Patricia Sloan – Deputy Historian
Dorothy Dobek – Assistant Historian
- k. **Municipal Court Judge:**
Giuseppe Randazzo, Esq. 3-year term to 12/31/26
- l. **Municipal Court Prosecutor:** 1-year terms to 12/31/24
Ronald Dario, Esq. - Prosecutor
Kellie Reyes, Esq. - Alternate #1
Elsbeth Crusius, Esq. - Alternate #2

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- m. **Municipal Court Public Defender:** 1-year terms to 12/31/24
John Bruno Jr., Esq. - Public Defender
Jonathan Bruno, Esq. - Alternate #1
- n. **Planning Board:** (Nominated by the Borough Council) 1-year term to 12/31/24
Michael Donato – Class II Member
- o. **Office of Property Maintenance:** 1-year terms to 12/31/24
William Wolfsohn - Code Enforcement Officer
Richard Pronti - Deputy Code Enforcement Officer
Thomas Bischoff, Jr. - Assistant Code Enforcement Officer
- p. **Public Agency Compliance Officer (P.A.C.O.):** 1-year term to 12/31/24
Paul S. Barbire, Esq.
- q. **Public Hearing Official:** 1-year term to 12/31/24
Christopher W. Eilert
- r. **Office of Safety and Risk Management:** 1-year term to 12/31/24
William Wolfsohn – Coordinator
- s. **Tax Searcher:** 1-year term to 12/31/24
Kellie Romero
- t. **Teterboro Aircraft Noise Abatement Advisory Committee:**
Designated Representatives of the Mayor and Council:
Gina Affuso 1-year term to 12/31/24
- u. **Assistant Treasurer:** 1-year term to 12/31/24
Kyle Wiedemann
- v. **Bureau of Vital Statistics:** Not applicable until 1/1/26
- w. **Zoning Officer:** 1-year term to 12/31/24
Richard Pronti
- x. **Fire Prevention Bureau (Licensed Inspectors):** 1-year terms to 12/31/24
John Kurz – Fire Official
Christopher Mazzocchi – Deputy Fire Official
Gilbert Ruiz - Inspector
Al Cirelli - Inspector
Thomas Bischoff, Jr. - Inspector

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y. **Fire Department Officers:**

1-year terms to 12/31/24

Kevin Cribben –Chief
Justin Berta – 1st Assistant Chief
Nicholas Meglio – 2nd Assistant Chief
Fred Dressel, V – Captain
Liam Maloney – Lieutenant
Michael Cribben - Lieutenant
Matt Czwakiel – Lieutenant
Nicholas Fallon - Secretary
Thomas Bischoff, Jr. - Recording Secretary
Ronald Phillips, Sr. - Treasurer

ADOPTION OF THE CONSENT AGENDA:

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

Roll Call: Altamura, Azzolini, Marino, Romero, Mabel, Donato

14. GOVERNING BODY REMARKS & PRESENTATIONS:

- a. Council Statements
- b. Mayor’s Annual Address
- c. Presentations

15. HEARING OF CITIZENS:

Mayor Sarlo declares the Hearing of Citizens to be open.

16. ADJOURNMENT:

Mayor Sarlo calls for a Motion to Adjourn

Motion: Councilperson _____, seconded by Councilperson _____, moved for adjournment. By unanimous vote of the members of the Council present, the Reorganization Meeting of the Mayor and Council of the Borough of Wood-Ridge held on January 1, 2024 was duly adjourned at _____ p.m.