



**BOROUGH OF WOODCLIFF LAKE
MAYOR AND COUNCIL AGENDA
REORGANIZATION MEETING
Tice Senior Center
411 Chestnut Ridge Road
Woodcliff Lake, New Jersey
January 4, 2024
6:00 PM**

Please click the link below to join the webinar:

<https://us02web.zoom.us/j/89990601248?pwd=b1l4WVpINVdFVkfF6bnhza2VTNm9qZz09>

Passcode: 601445

CALL TO ORDER

Notice of this meeting in accordance with the "Open Public Meetings Law, 1975, C. "231" was posted at the Borough Hall and two newspapers, The Record and The Ridgewood News, have been notified.

WOODCLIFF LAKE HONOR GUARD

PLEDGE OF ALLEGIANCE

INVOCATION – led by Father Jason

GOD BLESS AMERICA – Sung by Lucia Wehr

OATH OF OFFICE

Former Assemblyman Jack Ciattarelli to swear in Carlos Rendo
Former Assemblyman Jack Ciattarelli to swear in Julie Brodsky
Former Assemblyman Jack Ciattarelli to swear in Josh Stern

ROLL CALL

Mayor Carlos Rendo
Councilwoman Julie Brodsky
Councilwoman Jacqueline Gadaleta
Councilwoman Jennifer Margolis
Councilwoman Nicole Marsh
Councilman Benjamin Pollack
Councilman Josh Stern

PRESENTATION OF CERTIFICATES

John Hogan, Bergen County Clerk

PUBLIC COMMENT

(limit to 3 minutes per speaker)

MESSAGE FROM MAYOR RENDO

PROCLAMATIONS

Muslim Heritage Month

SELECTION OF COUNCIL PRESIDENT FOR 2024

APPOINTMENTS OF STANDING COMMITTEES

Finance and Audits

Department of Public Works & Sanitation

Police Department

Fire Department

Department of Parks and Recreation

Shade Tree Committee

Legal (Personnel & Ordinances)

Board of Health

Seniors

Schools (K-8)

Schools (HS – attend Hills Valley Coalition)

Communications/Outreach

Pollack/Stern, Alternate Gadaleta

Gadaleta/Margolis, Alternate Stern

Margolis/Pollack

Gadaleta/Pollack

Margolis/Marsh, Alternate Brodsky

Brodsky

Marsh/Stern

Gadaleta

Margolis/Brodsky

Margolis/Stern

Brodsky

Pollack/Brodsky

ANNUAL PROFESSIONAL APPOINTMENTS

Borough Attorney

Borough Engineer

Borough Auditor

Labor Attorney

Bond Attorney

Risk Manager

Financial Advisor

Health Benefits Consultant

Borough Planner

Special Counsel for Conflicts

Special Counsel

Special Counsel

Residential/Commercial Tax Appeal Attorney

Redevelopment Attorney

Grant Writer

Landscape Architect

Administrative Agent for Affordable Housing Compliance

John Schettino, Esq.

Neglia Engineering

Lerch Vinci & Bliss, LLP

Wiss & Bouregy, PC

Rogut McCarthy LLC

World Insurance Associates

Acacia Financial Group, Inc.

World Insurance Associates

Fran Reiner, DMR Architects

Chasen, Lamparello Mallon & Cappuzzo

Brent R. Pohlman, Esq., Mandelbaum Barrett

Henry Klingeman, Esq., Klingeman Cerimele, Att.

Trenk Isabel Siddqi & Shahdanian, PC

Cullen & Dykman, Jeff Zenn, Esq.

Millennium Strategies, LLC

DMR Architects

Piazza & Associates, Inc.

MAYOR'S ANNUAL APPOINTMENTS AND DESIGNATIONS TO VARIOUS MUNICIPAL OFFICES

Chief Financial Officer

Certified Public Works Manager

Recycling Program Coordinator

Zoning Official

Jonathan DeJoseph

Chris Behrens, CPWM

Dave Linko

Mark Berninger

Building Sub-Code Official	Mark Berninger
Electrical Sub-Code Official	Mike Heflich
Plumbing Sub-Code Official	Brian Drewes
Fire Sub-Code Official	Edward Barboni
Fire Official	Paul Bechtel
Deputy Fire Official	Timothy Ennis
Fire Inspector	Joseph Mauro
Fire Inspector	John Stalb
Fire Inspector	Raphael Maurrasse
Property Maintenance Official	Lyle Garcia
C-2 Sewer License	Evan Barboni
Safety Fund Commissioner	Deborah Dakin
Bergen County JIF Fund Commissioner Rep.	Tomas Padilla
BMED Fund Commissioner Representatives	Tomas Padilla/Megan Doherty
Certified Tree Expert/Arborist	Liz Stewart

APPOINTMENT OF LAND USE BOARD MEMBERS (Mayor's Direct Appointment)

Class I Mayor Carlos Rendo	
Designee: Gerald Barbara	(term ending December 31, 2024)
Class II Jane Ann Whitchurch-Carluccio	(term ending December 31, 2024)
Class III Nicole Marsh	(term ending December 31, 2024)
Class IV Corrado Belgiovine	(term ending December 31, 2025)
Class IV Robert Friedberg	(term ending December 31, 2027)
Class IV Nilufer DeScherer	(term ending December 31, 2027)
Class IV Christine Hembree	(term ending December 31, 2024)
Class IV Sanjeev Dhawan	(term ending December 31, 2026)
Class IV Michael Kaufman	(term ending December 31, 2024)
Alternates: Brian LaRose	(term ending December 31, 2024)
Thomas Panso	(term ending December 31, 2024)
Brian DeStefano	(term ending December 31, 2025)
Lynda Picnic	(term ending December 31, 2025)

BOARD OF HEALTH

Member Josephine Higgins	(term ending December 31, 2026)
Member Ina Palatnek	(term ending December 31, 2026)

CONSENT AGENDA

Resolution No. 24-01	Adoption of Temporary Budget for the Year 2024
Resolution No. 24-02	Depositories Designated
Resolution No. 24-03	Resolution Designating Tomas Padilla, Borough Administrator, as the Public Compliance Officer
Resolution No. 24-04	Signature Authority
Resolution No. 24-05	Interest on Delinquent Taxes
Resolution No. 24-06	Tax Collector to Charge Fee for Returned Checks
Resolution No. 24-07	Regular Meetings
Resolution No. 24-08	Legal Newspapers Designated
Resolution No. 24-09	Resolution Authorizing Certificate of Insurance for Borough- Sponsored Organizations

Resolution No. 24-10	Resolution Authorizing Regulating Vehicle Towing and Storage Services
Resolution No. 24-11	Resolution Authorizing Private Sector Reimbursement and Procedures for Emergency Expense
Resolution No. 24-12	Resolution Establishing a New Petty Cash Fund
Resolution No. 24-13	Resolution Approving a Cash Management Plan for the Borough of Woodcliff Lake
Resolution No. 24-14	Resolution Establishing Policies and Procedures for the Payment of Claims, Claimant's Signature for Payment Pursuant to NJSA 40A:5-16, NJAC 5:30-9A.6 and NJAC 5:31-4.1
Resolution No. 24-15	Resolution Authorizing Chief Municipal Finance Officer the Authority to Pay Certain Obligations as Needed
Resolution No. 24-16	Resolution Approving Retirement Payout
Resolution No. 24-17	A Resolution of the Borough of Woodcliff Lake Adopting a Form Required to be Used for the Filing of Notices of Tort Claims Against the Borough of Woodcliff Lake in Accordance with the Provisions of the New Jersey Tort Claims Act, N.J.S.A. 59:8-6
Resolution No. 24-18	Resolution Awarding a Professional Contract for the Position of Municipal Prosecutor For the Pascack Joint Municipal Court to Rosario Presti, Jr.

CLOSING PRAYER – led by Rabbi Monosov

ADJOURNMENT

******Disclaimer******

Subject to Additions and/or Deletions

PROCLAMATION

WHEREAS, the Borough of Woodcliff Lake takes great pride in the varied religious and cultural traditions of its residents and seeks to afford all people in the Borough of Woodcliff Lake the opportunity to better understand, recognize, and appreciate the rich histories, cultures, and shared principles of Muslim Americans; and

WHEREAS, Muslims have made significant contributions that shape our world, including notable achievements in philosophy, mathematics, astronomy, physics, chemistry, medicine, architecture, music, literature, and the arts; and

WHEREAS, the people of the Borough of Woodcliff Lake benefit from the social benevolence, patriotism, philanthropy, humanitarianism, advocacy, civic engagement, culture, and business of Muslim Americans and Muslim American organizations that operate within the State.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodcliff Lake do hereby recognize the month of January as

MUSLIM HERITAGE MONTH

Mayor Carlos Rendo

Councilwoman Julie Brodsky
Councilwoman Jennifer Margolis
Councilman Benjamin Pollack

Councilwoman Jacqueline Gadaleta
Councilwoman Nicole Marsh
Councilman Josh Stern



Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

TEMPORARY BUDGET

**RESOLUTION NO. 24-01
JANUARY 4, 2024**

WHEREAS, Section 40A:4-19 of Revised Statutes of the Local Budget Act provides that, where any contracts, commitments or payments are to be made prior to the final adoption of the 2024 budget, temporary appropriations be made for the purpose and amounts required in the manner and time, therein provided; and

WHEREAS, the date of this resolution is within the first thirty days of January 2024; and

WHEREAS, said total temporary appropriations are limited to 26.25% of the total appropriations of the 2023 Budget exclusive of any appropriations made for debt service, capital improvement funds and public assistance in the said 2023 Budget in the amount of \$3,747,553.00.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for his records:

<u>CURRENT FUND</u>	<u>SALARIES AND WAGES</u>	<u>OTHER EXPENSES</u>	
General Administration	\$ 60,000.00	\$ 45,000.00	
Mayor and Council	\$ 8,000.00	\$ 3,000.00	
Municipal Clerk	\$ 40,000.00	\$ 15,000.00	

Financial Administration	\$ 40,000.00	\$ 20,000.00	
Information Technology		\$ 4,000.00	
Audit Services		\$ 5,000.00	
Revenue Administration	\$ 20,000.00	\$ 10,000.00	
Tax Assessment	\$ 10,000.00	\$ 20,000.00	
Legal Services		\$ 50,000.00	
Engineering Services		\$ 10,000.00	
Planning Board	\$ 10,000.00	\$ 15,000.00	
Zoning Board of Adjustment	\$ 10,000.00	\$ 10,000.00	
Uniform Construction Code	\$ 75,000.00	\$ 10,000.00	
Insurance - Other Insurance Premiums		\$ 125,000.00	
Insurance - Workers' Compensation		\$ 125,000.00	
Group Insurance Plans for Employees		\$ 450,000.00	
Unemployment Insurance		\$ 1,000.00	
Police	\$ 950,000.00	\$ 50,000.00	
Police Dispatch/911		\$ 50,000.00	
Office of Emergency Management	\$ 5,000.00	\$ 3,000.00	
Aid to Volunteer Fire Dept	\$ -	\$ 30,000.00	
First Aid Organization		\$ 5,000.00	
Fire Hydrant Services		\$ 5,000.00	
Fire Prevention Bureau	\$ 15,000.00	\$ 5,000.00	
Municipal Court		\$ 25,000.00	
Streets and Roads	\$ 250,000.00	\$ 40,000.00	
Shade Tree Commission		\$ 5,000.00	
Solid Waste Collection	\$ 60,000.00	\$ 75,000.00	
Buildings and Grounds	\$ 20,000.00	\$ 30,000.00	
Vehicle Maintenance		\$ 50,000.00	
Public Health Services	\$ 8,000.00	\$ 10,000.00	
Animal Control		\$ 1,000.00	
Parks and Recreation	\$ 50,000.00	\$ 50,000.00	
Maintenance of Parks		\$ 50,000.00	
Library Membership		\$ 10,000.00	
Celebration of Public		\$ 15,000.00	

Events			
Electricity		\$ 50,000.00	
Street Lighting		\$ 30,000.00	
Telephone		\$ 10,000.00	
Water		\$ 5,000.00	
Gasoline		\$ 50,000.00	
Sewerage Processing and Disposal	\$ 50,000.00	\$ 30,000.00	
Landfill Dumping Fees		\$ 90,000.00	
Social Security		\$ 50,000.00	
Judgments		\$ 124,553.00	
<u>OPERATION -OUTSIDE CAP</u>			
BCUA Shared Sewer Charges		\$ 200,000.00	
Capital Improvement Fund		\$ -	
Total Appropriations	\$ 1,681,000.00	\$ 2,066,553.00	\$ 3,747,553.00

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Higgins						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

DEPOSITORIES DESIGNATED

**RESOLUTION NO. 24-02
JANUARY 4, 2024**

WHEREAS, the Mayor requests a resolution for the designation of depositories; and

WHEREAS, it is provided that the Mayor and Council shall designate by resolution the banks and trust companies in which the Tax Collector and Chief Financial Officer shall deposit the moneys coming into their hands by virtue of their offices:

BE IT RESOLVED, that

State of NJ Cash Management Fund

TD Bank

Valley National Bank

PNC Bank

Wells Fargo Bank

Lakeland Bank

ConnectOne Bank

Kearny Bank

Unity Bank

Freedom Bank

hereby are designated depositories in which the Tax Collector and Chief Financial Officer shall deposit all moneys coming into their hands by virtue of their offices.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION DESIGNATING TOMAS PADILLA, BOROUGH ADMINISTRATOR,
AS THE PUBLIC COMPLIANCE OFFICER**

**RESOLUTION NO. 24-03
January 4, 2024**

WHEREAS, N.J.A.C. 17:27-1 et. seq. requires every public agency to annually designate an employee to serve as its Public Compliance Officer (P.A.C.O.); and

WHEREAS, the Borough of Woodcliff Lake is required to notify the Department of Consumer Compliance of this designation.

NOW THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Woodcliff Lake that Tomas Padilla be designated the Public Compliance Officer for a term ending December 31, 2024.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

SIGNATURE AUTHORITY

**RESOLUTION NO. 24-04
JANUARY 4, 2024**

WHEREAS, it is provided that the Mayor and Council shall designate by Resolution the Borough Officials who are authorized to withdraw funds from depositories;

BE IT RESOLVED, that any two of the following officials of the Borough acting jointly, hereby are authorized to direct withdrawal by checks of all or any part of funds deposited in designated depositories: Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, and Payroll Clerk.

As to Payroll Account – Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer, and Payroll Clerk.

As to Public Assistance Funds – Mayor, Borough Administrator, Borough Clerk, Chief Financial Officer and Assistance Director.

As to the Current Account, Unemployment Account, Animal Account, Capital Account, Claims Account, Trust Account, Affordable Housing Account, CD Trust Account, Open Space Account, Developers Escrow Account, Sidewalk Account and Police Private Duty Account – Mayor, Borough Administrator, Borough Clerk and Chief Financial Officer.

Notwithstanding the above, any one of the officials authorized to make withdrawal by checks on any account is authorized to direct the Chief Financial Officer to transfer between accounts or between depositories by telephone.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

INTEREST ON DELINQUENT TAXES

RESOLUTION NO. 24-05 JANUARY 4, 2024

WHEREAS, R.S. 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, R.S. 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00;

NOW, THEREFORE, BE IT RESOLVED, by the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500.00 of taxes becoming delinquent after due date and 18% per annum on any amount of taxes in excess of \$1,500.00 becoming delinquent after due date, subject to any abatement or discount for the late payment of taxes as provided by law.
2. No interest shall be charged if payment of any Quarterly tax payment is made within ten (10) days of the date upon the same becomes payable.
3. In connection with any delinquency of taxes, assessments or municipal charges in excess of \$10,000.00 which has not been paid prior to the end of the calendar year, there shall be imposed a penalty in a sum equal to six (6%) percent of the delinquency in excess of \$10,000.00.
4. With respect to tax certificates held by the municipality in excess of the sum of \$5,000.00, the following additional penalties shall be charged: two (2%) percent on the amount due

over \$200.00 up to \$5,000.00; four (4%) percent of the amount due over \$5,000.00 up to \$10,000.00; and six (6%) percent on the amount in excess of \$10,000.00.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

TAX COLLECTOR TO CHARGE FEE FOR RETURNED CHECKS

RESOLUTION NO. 24-06

JANUARY 4, 2024

WHEREAS, P.L. 1990, Chapter 105 supplementing Title 40 of the New Jersey State Revised Statutes has been enacted allowing a Municipality to impose a service charge to be added on an account which was by a check or other written instrument returned for insufficient funds; and

WHEREAS, whenever an account is owing a municipality for a tax or special assessment, the service charge authorized by this section shall be included on whatever list of delinquent accounts is prepared for the enforcement of the lien;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, State of New Jersey, that the Tax Collector be authorized to charge the above-mentioned fee at a rate of \$20.00 per check or other written instrument for all checks returned for insufficient funds;

BE IT FURTHER RESOLVED that the Tax Collector may require further payments to be tendered in cash or by certified or cashier's check; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be given to the CFO and Tax Collector.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

REGULAR MEETINGS

RESOLUTION NO. 24-07 JANUARY 4, 2024

BE IT RESOLVED that the regular meetings of the Mayor and Council shall be held on the first and third Monday of each month and on any other days specified during the year 2023 at the Municipal Building, 188 Pascack Road, Woodcliff Lake, New Jersey at 7:00 PM.

January 4, 2024 Reorganization	July 15, 2024
January 29, 2024	August 19, 2024
February 12, 2024	September 16, 2024
March 18, 2024	October 21, 2024
April 15, 2024	November 14, 2024
May 20, 2024	December 16, 2024
June 17, 2024	

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

LEGAL NEWSPAPERS DESIGNATED

**RESOLUTION NO. 24-08
JANUARY 4, 2024**

BE IT RESOLVED that the following newspapers are designated the legal newspapers of the Borough:

The Record

The Ridgewood News

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION AUTHORIZING CERTIFICATE OF INSURANCE FOR BOROUGH-
SPONSORED ORGANIZATIONS**

**RESOLUTION NO. 24-09
JANUARY 4, 2024**

WHEREAS, the Director of Parks and Recreation and the Parks and Recreation Committee advise that the Parks & Recreation is sponsoring the following recreational activities and organizations:

Woodcliff Lake Baseball Association
Woodcliff Lake Basketball Association
Woodcliff Lake Girls Softball
Woodcliff Lake Soccer Association

WLM Wrestling Association
Woodcliff Lake Recreation Department
Woodcliff Lake Adult Basketball
Summer Day Camp
Woodcliff Lake Swim Team - Lakers
Official Meetings or Functions of the Borough of Woodcliff Lake; and

WHEREAS, the aforementioned organizations have submitted Facility Use Application and Hold Harmless Agreements and Certificates of Insurance Applications to the Borough's insurance agent; and

WHEREAS, the Borough of Woodcliff Lake has submitted Facility Use Applications and Hold Harmless Agreements and Certificates of Insurance Applications for the purpose of holding official meetings or functions at the premises of the Woodcliff Lake Board of Education; and

WHEREAS, the Woodcliff Lake Board of Education requires that Certificates of Insurance and Hold Harmless Agreements be forwarded to them prior to use of school facilities;

NOW, THEREFORE, BE IT RESOLVED, that the Borough Clerk is hereby authorized to request copies of signed Hold Harmless Agreements and Certificates of Insurance of the aforementioned organizations to the Borough's insurance agent.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION AUTHORIZING REGULATING VEHICLE TOWING
AND STORAGE SERVICES**

**RESOLUTION NO. 24-10
JANUARY 4, 2024**

WHEREAS, the Borough of Woodcliff Lake advertised for bids on October 17, 2022; and

WHEREAS, after review of the aforementioned, these bidders met the requirements as per Ordinance Nos. 92-1, 94-2, 13-10, 16-17 and 19-11;

NOW, THEREFORE, BE IT RESOLVED, that Bergen Brookside Towing, One Emerson Plaza, Emerson, NJ; Ramsey Auto Body, 265 Route 17 South, Upper Saddle River, NJ; Emerson Towing, 61 Woodland Avenue, Westwood, NJ and Rich's Automotive, 50 Chestnut Street, Emerson, NJ are hereby authorized to provide towing and storage services on a rotating basis compiled by the Chief of Police for the Borough of Woodcliff Lake for the calendar year 2024.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION AUTHORIZING PRIVATE SECTOR REIMBURSEMENT AND PROCEDURES FOR
EMERGENCY EXPENSE**

**RESOLUTION NO. 24-11
JANUARY 4, 2024**

WHEREAS, in the Emergency Operating Plan prepared by the office of Emergency Management in 1989, a procedure was set forth for private sector reimbursement of emergency expenses incurred by the Borough; and; and

WHEREAS, the Finance Committee has recommended that the amounts set forth in that plan be revised and made a matter of record to be accessible to all concerned parties.;

NOW, THEREFORE, BE IT RESOLVED, that an expense of \$1,500.00 or less may be authorized in emergency by department head or any councilmember or person in charge of department at the time; and

BE IT FURTHER RESOLVED, that an expense of \$1,500.00 or less may be authorized by a councilmember or Mayor or Borough Administrator/CFO, and one member of the Operations Group or one member of the Policy Group, and

BE IT FURTHER RESOLVED, that in a formally declared state of emergency any expense may be approved by two from the Policy Group and one from the Operations Group.

Policy Group

Mayor

Councilmember

Borough Administrator

Borough Clerk

Chief Financial Officer

Operations Group

Emergency Management Coordinator

Deputy Coordinator

Department Head or Supervisor

(Supervisor shall mean senior available person in the chain of command)

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

RESOLUTION AUTHORIZING THE BOROUGH CLERK TO CONTINUE TO MAINTAIN PETTY CASH FUNDS IN THE AMOUNT OF \$500, RESPECTIVELY AND TO REAFIRM THE CHANGE FUNDS IN PLACE

**RESOLUTION NO. 24-12
JANUARY 4, 2024**

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund; and

WHEREAS, said Petty Cash funds were established by Resolution and received approval from the Director of Local Government Services on May 2, 2013, respectively; and

WHEREAS, it is the desire of the Governing Body that said funds be continued.

NOW, THEREFORE, BE IT RESOLVED, that the Chief Financial Officer to authorized to re-establish Funds for Petty Cash for the year 2024 in the amount of \$500 with the following Petty Cash Custodian:

Borough Clerk – Deborah Dakin \$500

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

RESOLUTION APPROVING A CASH MANAGEMENT PLAN FOR THE BOROUGH OF WOODCLIFF LAKE

RESOLUTION NO. 24-13

JANUARY 4, 2024

WHEREAS, N.J.S.A. 40A:5-14 requires that each municipality designate a Cash Management Plan for the deposit of local monies; and

WHEREAS, the Cash Management Plan for the Borough of Woodcliff Lake is on file with the Borough Clerk and Chief Financial Officer.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Woodcliff Lake adopt the Cash Management Plan for the year 2024.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**ESTABLISHING POLICIES AND PROCEDURE FOR THE PAYMENT OF
CLAIMS, CLAIMANT'S SIGNATURE FOR PAYMENT PURSUANT TO
N.J.S.A. 40A:5-16, N.J.A.C. 5:30-9A.6 AND N.J.A.C. 5:31-4.1**

**RESOLUTION NO. 24-14
JANUARY 4, 2024**

WHEREAS, on August 18, 2016 the State of NJ legislature adopted PL 2016, Ch 29 which would allow local units to 1) utilize standard electronic funds transfer technologies and 2) greater flexibility on when to require a vendor certification prior to paying claims; and

WHEREAS, NJSA 40A:5-16 requires that the governing body of any local unit shall not pay out of its monies unless

(a) the person claiming or receiving payment first presents a detailed bill of items or demand, specifying particularly how the bill or demand is made up (the Invoice), with the certification of the party claiming payment that the bill or demand is correct (the Claimant Certification).

(b) the payment carries a written or electronic certification of some officer or duly designated employee of the local unit having knowledge of the facts that the goods have been received by, or the services rendered to, the local unit (certification of the user department).

WHEREAS, N.J.A.C. 5:30-9A.6(c), N.J.A.C. 5:31-4.1, and Local Finance Notice 2018-13 gives local units discretion to not require claimant certification by enacting a standard policy by resolution for vendors or claimants who do not provide such certification as part of its normal course of business; and

WHEREAS, the Local Finance Board adopted the rules and regulations that the local units must adhere to in order to enact the provisions of the law; and

WHEREAS, N.J.A.C. 5:30-9A.6 allows that municipalities may by resolution set forth the circumstances when they will or will not require a vendor (claimant) signature on a purchase order; and

WHEREAS, Subsection (a) of N.J.A.C. 5:30-9A.6 as well as 5:31-4.1 clarify that the certification may be executed by a vendor or claimant by signature stamp, facsimile signature, or by electronic signature in addition to a "wet" signature; and

WHEREAS, the Chief Financial Officer has determined that the following circumstances be applied with respect to this act

Vendor Signature Required (stamp, fax electronic or wet is acceptable)	Vendor Signature not Required
Employee Reimbursements	Vendors who are paid through EFT technologies
For services provided exclusively and entirely by an individual or professional service	Vendors who do not provide certifications part of the normal course of business and/or Purchase orders \$6,600.00 or less.
Refund of municipal revenue	Debt Service
Retiree reimbursements	Non-Municipal Taxes
Individual /sole proprietor or single member LLC	Utilities regulated by tariff
Any situation deemed necessary by the CFO or his designee	Professional Development expenses

NOW, THEREFORE BE IT RESOLVED on the 4th day of January 2024, by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, that the above vendor claimant circumstances recommended by the Chief Financial Officer be enacted effective immediately.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

RESOLUTION AUTHORIZING CHIEF FINANCIAL OFFICER THE AUTHORITY TO PAY CERTAIN OBLIGATIONS AS NEEDED

**RESOLUTION NO. 24-15
JANUARY 4, 2024**

WHEREAS, it is the best interest of the Borough of Woodcliff Lake to grant authority to the Chief Municipal Financial Officer to pay certain obligations when due and owing prior to the regular payment of bills.

NOW THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Woodcliff Lake that the Chief Municipal Financial Officer be designated to pay the following as needed and is necessary for the orderly operation of the Borough of Woodcliff Lake:

- Association Meetings/Educational Sessions/Conference Costs
- Bergen County Taxes – Regular and Open Space
- Borough Payrolls including Social Security/Medicare
- Debt Payments – Bonds, Notes & Loans, Principal & Interest
- Gasoline/Diesel Vendors
- Boards of Education
- Postmaster
- Healthcare Reimbursements
- Health & Dental Insurance Premiums
- Lease Payments
- Life Insurance Premiums
- Petty Cash
- Purchases Associated with Borough Events (including Recreation)
- Sewer Disposal (BCUA)

State or County Permit Applications/Fees
Utilities
Employee Reimbursements

All payments of bills will be formerly signed and approved at the next scheduled Council meeting.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

RESOLUTION APPROVING RETIREMENT PAYOUT

RESOLUTION NO. 24-16

JANUARY 4, 2024

WHEREAS, Chief John Burns has retired from his position with the Woodcliff Lake Police Department effective December 31, 2023; and

WHEREAS, Chief John Burns is entitled to the following in accord with his contract with the Borough: (a) 131 sick days totaling \$53,829.87 (b) 57 vacation days totaling \$46,844.31; and (c) 16 days compensatory time totaling \$13,149.28 for a total payout of \$113,823.46; and

WHEREAS, Chief John Burns has requested that \$30,000.00 be sent to his 457 Plan with the January 12, 2024, payroll and the remainder of the payout be paid out to him with the February 15, 2024 payroll.

WHEREAS, the Borough Administrator has reviewed this matter and approves of the total payout to Chief John Burns in the amount of \$113,823.46 and to be paid in the manner referenced herein.

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Woodcliff Lake, County of Bergen, and State of New Jersey that the Governing Body hereby approves and accepts the retirement of Chief John Burns from the Woodcliff Lake Police Department effective December 31, 2023; and

BE IT FURTHER RESOLVED, that Chief Burns' total payout as referenced above in the amount of \$113,823.46 be and is hereby approved with the amount of \$30,000.00 to be sent to his 457 Plan with the January 12, 2024 payroll and the remainder of the payout to be paid to

him with the February 15, 2024 payroll; and

BE IT FURTHER RESOLVED, that the Borough Clerk be and she is hereby authorized and directed to forward a certified copy of this resolution to the Woodcliff Lake Police Department and Chief Burns upon its passage.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION OF THE BOROUGH OF WOODCLIFF LAKE ADOPTING A FORM REQUIRED TO BE
USED FOR THE FILING OF NOTICES OF TORT CLAIMS AGAINST WOODCLIFF LAKE IN
ACCORDANCE WITH THE PROVISIONS OF THE NEW JERSEY TORT CLAIM ACT, N.J.S.A. 59:8-6**

**RESOLUTION NO. 24-17
JANUARY 4, 2024**

WHEREAS, the New Jersey Tort Claim Act, N.J.S.A. 59:8-6 provides that a public entity may adopt a form to be completed by claimants seeking to file a Notice of Tort Claim against the public entity; and

WHEREAS, the Borough of Woodcliff Lake is a public entity covered by the provisions of the New Jersey Tort Claim Act; and

WHEREAS, the Borough of Woodcliff Lake deems it available, necessary, and in the public interests to adopt a Notice of Tort Claim form in the form attached hereto and made a part hereof.

NOW THEREFORE, BE IT RESOLVED, that all persons making claims against the Borough of Woodcliff Lake pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:8-1, et. seq., be required to complete the form herein adopted as a condition of compliance with the notice requirement of the New Jersey Tort Claims Act.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey, do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Governing Body at the meeting of January 4, 2024.

**DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK**

Council Member	Motion	Second	Yea	Nay	Abstain	Absent
Brodsky						
Gadaleta						
Margolis						
Marsh						
Pollack						
Stern						
Mayor Rendo						

**RESOLUTION AWARDING A PROFESSIONAL SERVICE CONTRACT FOR THE
POSITION OF MUNICIPAL PROSECUTOR FOR THE PASCACK JOINT MUNICIPAL COURT
TO ROSARIO PRESTI, JR.**

**RESOLUTION NO. 24-18
JANUARY 4, 2024**

WHEREAS, the Pascack Joint Municipal Court has a need to contract with a licensed attorney or firm to serve as the municipal prosecutor pursuant to N.J.S.A. 2B:24-1, et seq.; and

WHEREAS, the Pascack Municipal Court Committee agreed to acquire Attorney Services through the alternate process pursuant to the provisions of N.J.S.A. 19:44A-20.4 or 20.5; and

WHEREAS, it is the desire of the Pascack Joint Municipal Court to appoint Rosario Presti, Jr. as Municipal Prosecutor; and

WHEREAS, the compensation of the municipal prosecutor shall be \$33,000 per year; and

WHEREAS, said compensation shall be included as part of the Operational Costs for the Pascack Joint Municipal Court as per the agreement between the participating municipalities; and

WHEREAS, the term of this contract shall commence as of the date of this resolution, and shall continue for the remainder of the calendar year 2024; and

WHEREAS, the Certified Municipal Finance Officer has certified as to the availability of funds; 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 "Professional Services" without competitive bids and Contracts must be available for public inspection.

BE IT RESOLVED, by the Mayor and Council of the Borough of Woodcliff Lake as follows:

1. The Borough of Park Ridge concurs with the appointment of Rosario Presti, Jr., as Prosecutor for the Pascack Joint Municipal Court at a salary of Thirty-Three Thousand (\$33,000.00) Dollars.
2. This Contract is awarded without competitive bidding as a "Professional Service" in accordance with N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, because the services are to be performed by a person authorized by law to practice a recognized profession.
3. The Contracts, including the terms of compensation for each professional, shall be placed on file with this resolution.
4. A Notice of this action shall be printed once in the official newspaper of the Borough.

CERTIFICATION

I, Deborah Dakin, Municipal Clerk of the Borough of Woodcliff Lake in the County of Bergen, and the State of New Jersey do hereby certify that the foregoing resolution is a true copy of the original resolution duly passed and adopted by the Mayor and Council at the meeting of January 4, 2024.

DEBORAH DAKIN, RMC, CMR
BOROUGH CLERK