

**BOROUGH OF HO-HO-KUS**  
**Mayor and Council Combined Work Session & Regular Meeting Minutes**  
**August 21, 2018**

A Combined Work Session and Regular Session Meeting of the Mayor and Council of the Borough of Ho-Ho-Kus was held in the Municipal Building at 333 Warren Avenue, Ho-Ho-Kus, NJ on July 24, 2018. The meeting was called to order at 8:10 p.m. by Mayor Randall who asked that the Municipal Clerk to read the open public meetings statement:

The Combined Work Session and Regular Meeting of the Mayor and Council of the Borough of Ho-Ho-Kus is now in session. In accordance with the provisions of Section 5 of the “Open Public Meetings Act”. Adequate Notice of this meeting has been posted in the front lobby entrance to the Borough Hall and Council Chambers, a copy has been filed with the Borough Clerk, and copies of the Annual Notice of Meetings, of which this is a part, have been heretofore sent to the Record and the Ridgewood News.

**ROLL CALL:**

Present: Mayor Randall, Council President Troast, Councilman Shell and Councilman Crossley  
Councilman Iannelli arrived at 8:21 p.m.

Absent: Councilman Rorty and Councilman Fiato

Also Present: David Bole, Municipal Attorney, William Jones, Borough Administrator, Deborah Fehre, Interim Municipal Clerk, Christopher Minchin, Chief of Police

Flag Salute: The Mayor led those present in the salute to the American Flag.

**PROCLAMATION:**

**National Gold Star Mother’s Day – September 30, 2018** - Mayor Randall read the proclamation in full.

*Whereas*, “...during World War I, mothers of sons and daughters who served in the Armed Forces displayed flags bearing a blue star to represent their pride in their sons and daughters and their hope that their sons and daughters would return home safely;

*Whereas*, “...for more than 60,000 of these mothers, that hope was shattered, and many of them, both during and after World War I, began displaying flags bearing a gold star to represent the sacrifice that their sons and daughters made for freedom and this country;

*Whereas*, “...over the years, the gold star has come to represent a child who was killed while serving in the Armed Forces, whether that service was during wartime or not;

*Whereas*, “...on June 23, 1936, Congress passed Senate Joint Resolution 115 (74<sup>th</sup> Congress), which established the last Sunday in September as Gold Star Mother’s Day;

*Whereas*, “...Gold Star Mothers, a most deserving group, should be honored to commemorate the sacrifices that they, and their sons and daughters, made for this country”<sup>1</sup>;

*Whereas*, “...the service rendered the United States by the American mother is the greatest source of the Country’s strength and inspiration;

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*Whereas*, "...we honor ourselves and the mothers of America when we revere and give emphasis to the home as the fountainhead of the State;

*Whereas*, "...the American mother is doing so much for the home and for the moral and spiritual uplift of the people of the United States and hence so much for good government and humanity;"<sup>2</sup>

*Therefore*, I, Mayor Thomas W. Randall, and the Council of the Borough of Ho-Ho-Kus, do hereby join with the Ridgewood, NJ Gold Star Mothers' Day Committee, the Ridgewood American Legion Post 53, and the Veterans of Foreign Wars of the United States (VFW) Post 192 (Ho-Ho-Kus—Ridgewood) in proclaiming the National Gold Star Mother's Day on **September 30, 2018**, throughout the Borough of Ho-Ho-Kus and I further urge every individual, school, church, organization, business establishment, and household to take advantage of and participate in the activities being sponsored throughout the area in addition to making a public display of their patriotism and support of our troops, veterans, and their families by displaying "Old Glory" in the proper, respectful manner on this day and every day of the year.

Mayor Randall appreciated the resolution noting that his great aunt was a nurse in World War I and his grandfather was a marine wounded at Bellwood, the Devil Dogs in World War I.

**APPROVAL OF MINUTES:**

On a motion by Councilman Troast, seconded by Councilman Crossley, the July 24, 2018 Combined Work and Regular Meeting minutes were offered for approval.

Ayes: Councilmen Troast and Crossley  
Abstain: Councilman Shell  
Absent: Councilmen Rorty, Iannelli and Fiato

On a motion by Councilman Troast, seconded by Councilman Crossley, the July 24, 2018 Closed Session minutes were offered for approval.

Ayes: Councilmen Troast and Crossley  
Abstain: Councilman Shell  
Absent: Councilmen Rorty, Iannelli and Fiato

**PAYMENT OF CLAIMS:**

On a motion by Councilman Troast, seconded by Councilman Crossley, Resolution 18-91 Approve Vouchers and Purchase Orders for Bill List in the amount of \$3,072,760.38 was offered for approval.

Ayes: Councilmen Troast, Shell and Crossley  
Absent: Councilmen Rorty, Iannelli and Fiato

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**18-91 Approve Vouchers and Purchase Orders for Bill List**

**WHEREAS**, claims have been submitted to the Borough of Ho-Ho-Kus in the amount of \$3,072,760.38; and

**WHEREAS**, such claims have been listed according to Department and account number with corresponding vouchers to be reviewed and approved by the Mayor and Council; and,

**WHEREAS**, the CFO has determined that the funds have been properly appropriated for such purposes and are available, in the Borough of Ho-Ho-Kus and that the claims specified on the schedule attached hereto, following examination and approval by the Mayor and Council, be paid and checks issued accordingly; and,

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ho-Ho-Kus that the claims totaling \$3,072,760.38 be approved and ratified respectively.

**DEPARTMENT REPORTS:**            July, 2018 - Mayor Randall announced that the reports are on file in the Clerk's office

**PUBLIC PORTION:**

Mayor Randall opened the meeting to the public for comment on any issue.

Mr. Ted L'Estrange, 46 Prospect Hill Road, Cuddebackville, NY addressed the Mayor and Council regarding support for a resolution calling for an end to the practice of forced organ harvesting in China.

He distributed packets of information for the Mayor, Council Members, Administrator, Attorney and Clerk.

Mayor Randall thanked Mr. L'Estrange and noted that they will look into the information provided.

Mayor Randall closed the public portion of the meeting.

Councilman Iannelli arrived at the meeting at 8:21 p.m.

**ADMINISTRATOR'S REPORT:**

Mr. Jones noted the letter from the Bergen County Executive thanking and commending the heroic efforts of the Ho-Ho-Kus Police Department and first responders when a Bergen County worker had a fatal accident in Saddle River while tending to mosquito control.

He stated that the Council is looking to approve a few events this evening, the sale of the school's car wash tickets at movie night, the Cub Scouts Campfire Kick-off in East Park, and the headwall repair which is an alternative to the overall project which would be costly. The salary resolution is on the agenda, also authorization to hire the new Borough Clerk, and support of the Volunteer Tuition Credit Program, which allows the volunteers to receive a reduced tuition rate at Bergen Community College. This costs the Borough nothing. The last thing on the agenda is due to the new ladder truck being in service, the old ladder truck

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will be sold to a fire department in Chile, they were the highest offer. All is set up for the wire transfer. The Chief of the Fire Department assures us that the old truck is no longer needed. Mr. Jones then noted the addition of Finance Clerk at a salary of \$53,702.00 to the salary resolution, it was left off due to a cut and paste error.

Mayor Randall mentioned that he saw a final picture of the entire fleet including the truck going to Chile.

**CORRESPONDENCE:** Mayor Randall briefly reviewed the following correspondence.

Mark A. Schreur – Resignation from the Board of Health  
Anthony Karoteski – Request for Street Closure for Block Party  
James J. Tedesco III, Bergen County Executive  
– Commend Ho-Ho-Kus Police Department and First Responders  
Lustgarten Foundation – Thank you for donation, Cure Pancreatic Cancer  
Ho-Ho-Kus School Car Wash Co-Chairs – Annual 8<sup>th</sup> Grade Car Wash  
Karina Ferrales, Cubmaster HHK Cub Pack 54 – Campfire Kickoff – East Park  
BC Municipal Joint Insurance Fund – Renewal Executed  
David A. Hals, Borough Engineer – Headwall Repair, Powderhorn Road  
Aja Rosazza – Request for Street Closure for Block Party

**RESOLUTIONS:**

Council President Troast read the following resolutions by title for the record.

On a motion by Councilman Troast, seconded by Councilman Crossley, the following resolutions were offered for approval.

Ayes: Councilmen Troast, Shell, Iannelli and Crossley

Absent: Councilmen Rorty and Fiato

**18-92 Chapter 159 Alcohol Ed. Rehab. Enforcement Fund**

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough will receive \$1,244.95 from the Alcohol Ed. Rehab. Fund and wishes to amend its 2018 Budget to the entire portion of this amount as a revenue.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ho-Ho-Kus, in

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the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the Budget of the year 2018 in the sum of \$1,244.95 which is now available as a revenue from the State of New Jersey

**Miscellaneous Revenues**

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:  
Public and Private Revenues Offset with Appropriations  
Alcohol Ed. Rehab. Enforcement Fund

**BE IT FURTHER RESOLVED** that a like sum of \$1,244.95 be and the same is hereby appropriated under the caption of:

General Appropriations  
(a) Operations Excluded from Caps  
Public and Private Programs Offset by Revenues: Alcohol Ed. Rehab. Enforcement Fund  
Other Expenses

**BE IT FURTHER RESOLVED**, that the Borough Clerk forward two copies of this resolution to the Director of Local Government Services.

**18-93 Chapter 159 Clean Communities Account Fund**

**WHEREAS**, N.J.S. 40A:4-87 provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any County or Municipality when such item shall have been made available by law and the amount thereof was not determined at the time of the adoption of the budget, and

**WHEREAS**, said Director may also approve the insertion of an item of appropriation for an equal amount, and

**WHEREAS**, the Borough received \$8,775.01 from the Clean Communities Program and wishes to amend its 2018 Budget to the entire portion of this amount as a revenue.

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Ho-Ho-Kus, in the County of Bergen, New Jersey, hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the Budget of the year 2018 in the sum of \$8,775.01 which is now available as a revenue from the Clean Communities Program:

**Miscellaneous Revenues**

Special Items of General Revenue Anticipated with Prior Written Consent of the Director of Local Government Services:  
Public and Private Revenues Offset with Appropriations (continued)  
Clean Communities Program, and;

**BE IT FURTHER RESOLVED** that a like sum of \$8,775.01 be and the same is hereby appropriated under

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the caption of:

General Appropriations  
(a) Operations Excluded from Caps  
Public and Private Programs Offset by Revenues: Clean Communities Program:  
Other Expenses

**BE IT FURTHER RESOLVED**, that the Borough Clerk forward two copies of this resolution to the Director of Local Government Services.

**18-94 Authorize Street Closure – Block Party 23 Hollywood Place**

**WHEREAS**, the Borough of Ho Ho-Kus has received a request for a street closure from resident Anthony Karoteski; and

**WHEREAS**, Mr. Karoteski is requesting that Hollywood Place be closed from the intersecting street of Hollywood Avenue to the dead end of Hollywood Place on September 3, 2018 from 12:00 noon until 8:00 p.m.;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request for the street closure is approved.

**18-95 Grant Permission - Eighth Grade Car Wash - Ticket Booth September 7th Movie Night**

**WHEREAS**, the Borough of Ho Ho-Kus has received a request from the Eighth Grade Car Wash Co-Chairs to set up a car wash ticket booth at the movie night on September 7, 2018; and

**WHEREAS**, the request includes use of the Borough’s electronic sign a few days prior to the event;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request for a car wash ticket booth at movie night is approved; and

**BE IT FURTHER RESOLVED**, that the electronic sign board be used, as requested, to publicize the car wash.

**18-96 Grant Permission - Cub Scout Pack 54 Utilize East Park – Campfire Kickoff**

**WHEREAS**, the Borough of Ho Ho-Kus has received a request from Cub Scout Pack 54 to utilize East Park for their Campfire Kickoff on Sunday evening, September 9, 2018 with a rain date of Sunday September 16, 2018;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request to use East Park for the Campfire Kickoff is approved.

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**18-97 Authorize Repair of Headwall, Powderhorn Road, by CMS Services LLC**

**WHEREAS**, the Borough of Ho Ho-Kus has received price quotes; solicited by Borough Engineer David Hals, for the repair of the headwall on Powderhorn Road over the Saddle Brook; and

**WHEREAS**, Mr. Hals recommends CMS Services LLC, the lower of the two quotes received, in the amount of \$8,200.00; and

**WHEREAS**, the Borough desires to have the headwall repaired;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the repair of the headwall on Powderhorn Road is hereby authorized in the amount of \$8,200.00.

**18-98 Authorize Street Closure – Block Party 220 Elmwood Avenue**

**WHEREAS**, the Borough of Ho Ho-Kus has received a request for a street closure from resident Aja Rosazza; and

**WHEREAS**, Aja Rosazza is requesting that Elmwood Avenue be closed between the intersecting streets of Ackerman and Blauvelt on September 30, 2018 from 3:00 noon until 7:00 p.m.;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the request for the street closure is approved.

**18-99 Borough Employee Salary and Wages for the Year 2018**

**WHEREAS**, Ordinance # 2016-03 establishes salary ranges for employees; and

**WHEREAS**, said Ordinance requires that individual salaries be set by Resolution.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Ho-Ho-Kus that the following salaries are hereby authorized for the period of January 1, 2018 through December 31, 2018 unless otherwise noted.

<u>Position</u>	<u>2018 Salary/Rate</u>
Borough Administrator	\$121,009
Borough Clerk/Registrar of Vital Statistics	\$72,828* prorated through 6/30
Chief Financial Officer/Treasurer	\$31,836
Tax Collector/Deputy Treasurer/Payroll	\$88,208
Tax Assessor	\$24,061* prorated through 3/31
Finance Clerk	\$53,702
Municipal Court Administrator	\$68,979
Solid Waste/Water Registrar/Deputy Tax Collector	\$47,940* as of 7/1
Planning/Zoning Board Secretary/Construction Office	\$61,200

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Deputy Registrar/Administrative Assistant	\$46,920
Public Works Superintendent	\$108,059
Water Licensed Operator of Record/Public Works Forman	\$90,515* as of 7/1
Custodian	\$40,991* prorated through 3/31
Zoning Official	\$12,500
Accounting Assistant	\$30/hour
Crossing Guard	\$18/hour* as of 9/1

**18-100 Appoint Registered Municipal Clerk**

**WHEREAS, Whereas,** there will exist a vacancy in the office of Municipal Clerk of the Borough of Ho-Ho-Kus effective at the close of business hours on or about September 21, 2018; and,

**Whereas,** Joan Herve, RMC has been selected to perform all of the necessary functions of the Municipal Clerk and any other such duties as required by the Administrator and Governing Body; and

**Now, Therefore, Be It Resolved,** by the Mayor and Council of the Borough of Ho-Ho-Kus that Joan Herve is hereby appointed Municipal Clerk of Ho-Ho-Kus for a term of three (3) year commencing September 17, 2018 until September 16, 2021, pursuant to N.J.S.A. 40A:9-133

**Be It Further Resolved** that the annual salary for the position of Municipal Clerk, and other such duties required by the governing body, shall be \$67,000.00 prorated for 2018, as agreed in written communication dated August 21, 2018; and

**Be It Further Resolved** that the terms and conditions of Joan Herve's employment shall be memorialized in a written agreement to be hereinafter executed, which agreement shall include the terms and conditions set forth in the Offer Letter issued by Borough Administrator dated and signed by Joan Herve on August 21, 2018.

**Be it Further Resolved** that the Mayor, Borough Administrator, Municipal Labor Attorney and Interim Municipal Clerk are authorized to take all appropriate actions so as to implement this resolution.

**18-101 Support Volunteer Tuition Credit Program**

**WHEREAS,** the Mayor and Council of the Borough of Ho Ho-Kus in the County of Bergen, deems it appropriate to enhance the recruitment and retention of volunteer firefighters and emergency medical volunteers in the Borough of Ho-Ho-Kus; and

**WHEREAS,** the State of New Jersey has enacted P.L. 1998, c. 145 which permits municipal governments to allow their firefighting and emergency medical volunteers to take advantage of the Volunteer Tuition Program at no cost to the municipal government;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, in the County of Bergen that the Volunteer Tuition Credit Program as set forth in P.L. 1998, c. 145 is

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herewith adopted for the volunteer firefighters and emergency medical volunteers in the municipality;  
and

**BE IT FURTHER RESOLVED**, that the Municipal Clerk is herewith delegated the responsibility to administer the program and is authorized to enter into all agreements and to maintain files of all documents as may be required under the P.L. 1998, c. 145, a copy of which is herewith made part of this resolution.

**18-102 Authorize Sale of Firetruck #732**

**WHEREAS**, the Volunteer Fire Department of the Borough of Ho Ho-Kus has received three offers for truck #732, the old ladder truck; and

**WHEREAS**, the highest offer of \$40,000.00 came through Marcelo Araya, Fire Trucks Chile SPA, a broker for Cuerpo de Bomberos de Conchali-Huechraba, Chile; and

**WHEREAS**, the other two offers received were \$17,000.00 from the Ridgewood Fire Department and \$15,000.00 from an apparatus broker who contacted the salesman at KME who handled the purchase of the new fire truck.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Ho-Ho-Kus, that the sale of Firetruck #732 is hereby authorized for the amount of \$40,000.00 from Cuerpo de Bomberos de Conchali-Huechraba, Chile; and

**BE IT FURTHER RESOLVED**, that the Tax Collector is authorized to secure the funds and the Municipal Clerk is authorized to sign over the title.

**OLD BUSINESS:** – no old business

**LIAISON REPORTS:**

**Recreation** – Councilman Iannelli reported that football is underway; the first scrimmage will be Thursday, at northern highlands with Allendale and the Upper Saddle River Bulldogs, followed by a family barbeque with the high school players.

**Board of Education** – Councilman Iannelli reported that there is a request by the Contemporary Club for an event on school grounds, the logistics are being worked out. It will be a family picnic day, there are two tentative dates for the fall.

**Ambulance Corps.** – Councilman Crossley announced that the Ambulance Corps will meet in September.

**Library** – Councilman Fiato, absent

**Shade Tree** – no report

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**Chamber of Commerce** - Councilman Shell noted the Turn the Town Teal program coming up in September and Movie Night is coming up as well.

**NEW BUSINESS:** – no new business

**MAYOR'S REMARKS:** – no remarks

The Mayor then asked for other reports.

**Christopher Minchin, Police Chief**, reminded everyone to lock their car doors and remove their key fobs. Eight cars were broken into over by the border of Waldwick a couple of weeks ago.

**ADJOURNMENT:**

On a motion by Councilman Troast, seconded by Councilman Iannelli, the meeting was adjourned at 8:36 p.m.

All members present in favor.

Respectfully submitted,

Deborah L. Fehre, RMC  
Interim Municipal Clerk