

REORGANIZATION MEETING
January 1, 2013
1:00 PM

I. OPEN PUBLIC MEETING STATEMENT

Mayor Randall opened the special meeting at 1:00 PM and asked the clerk to read the opening statement

Also present were Borough administrator Donald G. Cirulli and Borough Attorney David B. Bole.

II. PLEDGE OF ALLEGIANCE

Mayor Randall led all in the pledge of allegiance.

III. SWEARING-IN CEREMONY

A. OATH OF OFFICE:

Mayor Randall assisted David B. Bole in administering the Oaths of Office to re-elected Councilmember Douglas Troast and Councilmember Kimberly Weiss

IV. INVOCATION

Pastor Richard Bierwas offered the Invocation.

V. ROLL CALL OF NEW COUNCIL

Roll Call:

Mayor Randall	Present
Councilmember Troast	Present
Councilmember Lennon	Present
Councilmember Shea	Present
Councilmember Rorty	Present
Councilmember Weiss	Present
Councilmember Shell	Present

VI. ELECTION OF COUNCIL PRESIDENT

- A. Mayor Randall opened the meeting for nomination of Council President, Councilmember Rorty offered the name of Councilmember Troast for Council President for 2013. Councilmember Shea seconds the nomination and moves that the nominations be closed. Councilmember Lennon seconds the nomination be closed.
All Ayes
Mayor Randall instructed the Clerk to record that one vote be cast electing Councilmember Troast as Council President for the year 2013

VII. EMPLOYEE RECOGNITION

Mayor Randall recognized all the Borough employees for their years of service.

VIII. COUNCIL COMMITTEE & BOARD APPOINTMENTS 2013 BY MAYOR RANDALL

(confirmation not required)

Mayor Randall then reads the following appointments:

A. Public Safety Unit

- | | | |
|----|---------------------|----------------------|
| 1. | Police Commissioner | Councilmember Troast |
| | Deputy Commissioner | Councilmember Rorty |
| 2. | Fire Commissioner | Councilmember Lennon |
| | Deputy Commissioner | Councilmember Shell |
| 3. | Amb. Commissioner | Councilmember Shea |
| | Deputy Commissioner | Councilmember Weiss |

B. Public Works & Properties Unit

- | | | |
|----|--------------------|---------------------|
| 1. | Road Chairperson | Councilmember Weiss |
| | Deputy Chairperson | Councilmember Shell |
| 2. | Water Chairperson | Councilmember Shell |
| | Deputy Chairperson | Councilmember Weiss |

C. Finance Unit

- | | | |
|----|---------------------|---------------------|
| 1. | Finance Chairperson | Councilmember Shea |
| 2. | Deputy Chairperson | Councilmember Rorty |

D. Community Relations Unit

- | | | |
|----|--------------------|----------------------|
| 1. | Chairperson | Councilmember Lennon |
| 2. | Deputy Chairperson | Councilmember Weiss |

IX. APPOINTMENTS OF BOROUGH EMPLOYEES BY MAYOR RANDALL FOR 2013 (Council Confirmation required)

A. Mayor Randall then states: "Honorable members of the Council with your advice and consent, I hereby submit the following list of appointments of Borough employees for the year 2013, or as otherwise provided by statute."

EMPLOYEE

POSITION

Donald Cirulli

Borough Administrator
Human Resources Director
Deputy Borough Clerk

Laura Borchers

Borough Clerk, RMC

	Registrar of Vital Statistics Registrar of Elections Assessment Search Officer Liaison/Sec. Board of Health Claims Processor Public Agency Compliance Officer Security Information Officer Municipal Housing Liaison
Joanne McDonald	Sec., Administration Office Sec., Personnel Officer Deputy Registrar of Vital Statistics Police Secretary
Jeffrey Kropienicki	Tax Collector Payroll Supervisor
Dave Males	Assistant-Purchasing agent, Finance
Claudette Wahid	Solid Waste Registrar Water Registrar Deputy Purchasing Agent
Vivian Malloy	Sec. Planning/Zoning Board Technical Assistant-Construction Office
Ruthanne Frank	Executive Administrative Assistant
Joseph Citro	CFO, QPA, Treasurer
Rosemarie Novelli-Salyer	Court Administrator, CMCA/Violations Clerk
Barbara Meyer	Deputy Court Administrator
Sherri D'Alessandro Gail Brunner	Acting Deputy Court Administrator Registered Environmental Health Specialist
Larry Scorzelli	Zoning Official Chief Construction Code Official Fire Sub-Code Off./Inspector Fire Off./Fire Prevent Bureau Assistant Building Sub-Code Inspector/Official
Ralph Venturini	Building Sub-Code Inspector/Official

Daniel McEldowney	Property Maintenance Officer
James Dougherty	Fire UCC Inspector Electrical Sub-Code Off./Inspector
Frank Giordano	Plumbing Sub-Code Off./Inspector
Bruce Greenwood	Fire Prevention Bureau Inspector
Edward Gartner	Recreation Director
Jose Martinez	Custodian
Michael Mac Farran	Police Dispatcher
David Biswurm	Police Dispatcher
Catelyn Ford	Police Dispatcher
Michael Gil	Police Dispatcher
Antonio Allutto	Police Dispatcher
Allison Minchin	Police Matron
Carol Tyler	Police Matron
Susan Greig	Secretary, DPW
Sandra Witkowski	Library Director
Anna Garver	Senior Librarian
Dorothy Munschauer	Librarian II
Gayle Albes	Librarian II
Patricia Maloney	Librarian
Lisa Tesoriero	Librarian
Jaclyn Ludwig	Librarian
Pamela Anderson	Librarian
Julie Baker	Librarian

Virginia Beckman

Librarian

Jay Ludwig

Coordinator of OEM

Councilmember Troast moves that the foregoing appointments be approved for the year 2013 or as otherwise provided by statute.

Councilmember Lennon seconds

ROLL CALL VOTE:

Councilmember Troast
Councilmember Lennon
Councilmember Shea
Councilmember Rorty
Councilmember Shell
Councilmember Weiss

B. Mayor Randall will assist David B. Bole in administering the Oath of Office to the Borough Administrator, Donald Cirulli.

C. Mayor Randall instructs the Borough Clerk to administer the Oath to all other employees during the normal hours of business.

X. BOARD APPOINTMENTS (VARIOUS TERMS) BY MAYOR RANDALL

A. Mayor: Honorable members of the Council, with your advice and consent, I hereby make the following appointments for the below designated terms of office:

(Council confirmation required)

POSITION	NAME	TERM	EXPIRES
Planning Board Class I	Mayor Randall	1 YR	12/31/2013
Planning Board Class II	Donald Cirulli	1 YR	12/31/2013
Planning Board Class III	Philip Rorty	1 YR	12/31/2013
Class IV - Six Members - Four Years			
Planning Board	(Laura Loew)		12/31/2016
Planning Board	(James Pierson)		12/31/2016
Class IV- Alternates Two Years			
Planning Board	(Peter Newman)		12/31/2014

Zoning Board of Adjustment- Seven Members- Four Years

Class IV- Four Years

Zoning Board (Abigail Metzger) 4 YR 12/31/2016

Class IV Alternates- Two Years

Zoning Board (Albert Pappas) 2 YR 12/31/2014

Zoning Board (David Rodgers) 2 YR 12/31/2014

Recreation Commission Councilmember Shea 1 YR 12/31/2013

Recreation Commission (Dave Deluca) 5 YR 12/31/2017

Recreation Commission (Peter O'Rourke) 5 YR 12/31/2017

Solid Waste Commission Councilmember Shell 1 YR 12/31/2013

Solid Waste Commission Councilmember Troast 1 YR 12/31/2013

Solid Waste Commission Councilmember Rorty 1 YR 12/31/2013

Board of Health Saurubh Agrawal 3 YR 12/31/2015

Board of Health Mark Scheuer 3 YR 12/31/2015

Shade Tree Commission Chris Raimondi 5 YR 12/31/2017

Councilmember Lennon moves that the foregoing appointments be approved for the terms as designated.

Seconded by Councilmember Weiss

ROLL CALL VOTE:

Councilmember Troast	Aye
Councilmember Lennon	Aye
Councilmember Shea	Aye
Councilmember Rorty	Aye
Councilmember Shell	Aye
Councilmember Weiss	Aye

B. Mayor appoints Board Liaisons (no confirmation required)

Library – Councilmember Lennon

Ambulance Corps –Councilmember Shea

Insurance- Councilmember Rorty

Board of Health- Councilmember Shell

Construction- Councilmember Troast

C. Mayor appoints Salary Negotiating Committees (confirmation required)

Mayor Randall recommends for appointment Council Member Troast for the Police Department.
Mayor Randall recommends for appointment Council Members Rorty for the Department of Public Works.

Councilmember Lennon moves that the foregoing appointments be approved for the year 2013
Councilmember Weiss seconds the motion

ROLL CALL VOTE:

Councilmember Troast	Aye
Councilmember Lennon	Aye
Councilmember Shea	Aye
Councilmember Rorty	Aye
Councilmember Shell	Aye
Councilmember Weiss	Aye

XI. INTRODUCTION OF ORDINANCES

None

XII. RESOLUTIONS

A. Professional Services for 2013

WHEREAS, the Borough of Ho-Ho-Kus requires the professional services of engineers, attorneys, a registered municipal accountant, animal control officer, grant writers and laboratory services for the calendar year 2013; and

WHEREAS, it is anticipated that the expenditures for each of such professional services will/may exceed the sum of \$ 21,000 in said calendar year; and

WHEREAS, the Chief Financial Officer in accordance with the Local Contracts Law, has duly executed Certificates of Availability, indicating that adequate funds have been, and additional funds will be appropriated in the 2013 Budgets for fees reasonably required by each of such professionals under the following line items in said Budget:

FOR ENGINEERING SERVICES:

1. Engineering Service & Costs - Other Expenses

2. Water Utility - Other Expenses

3. Capital Ordinances

FOR LEGAL SERVICES:

Expenses

1. Legal Services & Costs - Other

2. Prosecutor – Salary & Wages

3. Public Defender – Other Expenses

4. Capital Ordinances

FOR ACCOUNTING SERVICES:

Expenses

1. Financial Administration - Other

2. Capital Ordinances

3. Water Utility - Other Expenses

4. Solid Waste Utility - Other Expenses

FOR LABORATORY SERVICES:

FOR ANIMAL CONTROL SERVICES:

1. Water Utility - Other Expenses

1. Board of Health - Other Expenses

2. Animal License Trust Funds

WHEREAS, a certification of availability of funds has been received from the Chief Financial Officer or that such funds will be encumbered by Purchase Order on an as

needed basis pursuant to the provisions of N.J.A.C. 5:30-5.4 et seq, and

WHEREAS, the above named professionals have completed, submitted and filed a Business Entity Certification Disclosure which certifies that the above named persons and/or entities have not made any reportable contributions to any political or candidate committee including (committee to elect Troast and Weiss) Ho-Ho-Kus Republican organization; Ho-Ho-Kus Democratic organization; Bergen County Republican Organization and Bergen County Democratic organization) in the previous one (1) year, and that the contract will prohibit the above named professionals/business entities from making reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Ho-Ho-Kus as follows:

1. That the appointment of Paul C. Garbarini, as Borough Auditor; David B. Bole, as Borough Attorney; Rogut McCarthy, PC, as Bond Counsel; David Hals, as Borough Engineer; John S. Guerin, as Borough Prosecutor; Dominick P. Preziosi, Jr. and Robert Metzdorf, as Public Defenders; Richard M. Rosa, as Alternate Prosecutor; Hazen and Sawyer, as Water/Sewer Engineers; Leggette Brashears & Graham Inc. as Environmental Engineer; Carol Tyler-Tyco Inc. as Animal Control Officer & Cruelty Investigator, and Aqua Pro-tech Laboratories, for Water Laboratory Services, Computer Services Solutions, for Technology Services; and Raymond Wiss, Labor Attorney for the calendar year 2013, be and the same are hereby ratified, confirmed and approved.
2. That the Mayor and Borough Clerk are authorized and directed to execute contracts with each of said professionals and to take all other steps necessary to carry this resolution into effect.
3. Said appointments are made without competitive bidding under the provisions of the Local Public Contracts Law which exempts from competitive bidding "Professional Services" rendered by persons authorized by law to practice a recognized profession and whose practice is regulated by law.
4. A copy of this resolution be published in the Ridgewood News within ten days after its passage as required by law.

BE IT FURTHER RESOLVED that the contracts for bond counsel; Borough prosecutor; public defenders; environmental engineers; animal control officer and cruelty investigator; water laboratory services, grants and labor attorney are being awarded as a non -fair and open contract, pursuant to the provisions of NJSA 19:44A-20.5 whereas the contracts of Borough auditor, Borough attorney and Borough engineer are being awarded pursuant to a fair and open process pursuant to law;

BE IT FURTHER RESOLVED that the business disclosure entity certification, as applicable, and the determination of value be placed on file with this resolution.

B. Retain Insurance Advisors for 2013

WHEREAS, the Borough of Ho-Ho-Kus has for several years sought the advice and counsel of Eastern Insurors, Inc., the Bergen County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund (hereinafter called the "Agents") with respect to the various insurance coverages necessary or appropriate to protect the Borough of Ho-Ho-Kus and its properties from the several risks of being a municipality in the State of New Jersey, including fire and extended coverage, liability coverage, Worker's Compensation coverage, and any and all other forms of insurance which are necessary to keep it thoroughly protected; and

WHEREAS, the Agents have served the Borough of Ho-Ho-Kus in a professional manner and

obtained appropriate coverages with the several insurance companies authorized to do business in the State of New Jersey; and

WHEREAS, it is anticipated the expenditures for the various insurance coverages will exceed the sum of \$25,000 for the calendar year 2013; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A 11-1 et seq.) requires that, where services are to be performed and are of such a qualitative nature as will not reasonably permit the drawing of specification of the receipt of competitive bids, a resolution of the governing body of the municipality shall be adopted stating the supporting reasons for not submitting said service for competitive bidding; and

WHEREAS, the insurance coverage which is required for the Borough is of such a complex nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids; and

WHEREAS, insurance premiums are subject to control of the Commissioner of Insurance of the State of New Jersey so as to adequately protect the Borough; and

WHEREAS, it is contemplated that the 2013 budget for the Borough of Ho-Ho-Kus will contain the necessary appropriations being reasonably required for the purchase of the aforesaid insurance policies.

WHEREAS, a certification of availability of funds has been received from the Chief Financial Officer or that such funds will be encumbered by Purchase Order on an as needed basis pursuant to the provisions of N.J.A.C. 5:30-5.4 et seq, and

WHEREAS, the above named professionals have completed, submitted and filed a Business Entity Certification Disclosure which certifies that the above named persons and/or entities have not made any reportable contributions to any political or candidate committee including (committee to elect Troast and Weiss, Ho-Ho-Kus Republican organization; Ho-Ho-Kus Democratic organization; Bergen County Republican Organization and Bergen County Democratic organization) in the previous one (1) year, and that the contract will prohibit the above named professionals/business entities from making reportable contributions through the term of the contract;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, the Eastern Insurors Inc. (General & Risk Consultant), Bergen County Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Fund are hereby retained as the insurance advisors for the Borough of Ho-Ho-Kus for the calendar year 2013, and they are further authorized and directed to provide all insurance coverages which are necessary or appropriate to protect the Borough of Ho-Ho-Kus and its properties from the several risks of being a municipality of the State of New Jersey; and

BE IT FURTHER RESOLVED, that the purchase of the aforesaid insurance coverage for the Borough of Ho-Ho-Kus is being made without competitive bidding under the provisions of N.J.S.A. 40A: 11-1 et seq. in that the purchase of insurance policies is of such a complex nature as will not reasonably permit the drawing of specifications or the receipt of competitive bids; and **BE IT FURTHER RESOLVED**, that a copy of this resolution shall be published in the Ridgewood News within ten (10) days of its passage as required by law.

BE IT FURTHER RESOLVED, that this contract is being awarded as a non-fair and open contract, pursuant to the provisions of N.J.S.A. 19:44A-20.5

BE IT FURTHER RESOLVED, that the Business Disclosure Entity Certification and the determination of value be placed on file with this Resolution.

XIII. CONSENT AGENDA RESOLUTIONS

A. By-Laws

BE IT RESOLVED that the following resolutions herewith listed having been considered by the governing body of the Borough of Ho-Ho-Kus are hereby passed and approved:

- A. By-Laws
- B. Investment of Funds
- C. Meeting Nights
- D. Official Depository of Funds
- E. Official Newspapers
- F. Delinquent Tax Charge
- G. Authorized Signatures on Checks
- H. Establishment of Petty Cash Fund
- I. Purchase Agreements Authorization
- J. Transfer of Interest
- K. Private Cars
- L. Payroll
- M. Waive Water penalties
- N. Tax Appeals
- O. Tort Claim Notice Format
- P. Interlocal Well Baby Clinic
- Q. Interlocal Adult Health
- R. Interlocal Traffic and Fire Signal
- S. Interlocal 911
- T. Fire Mutual Aid
- U. Appoint Insurance Representative
- V. Interlocal Recreation Director
- W. Approve LEMC
- X. Interlocal Tax Assessor
- Y. Interlocal Court System
- Z. Interlocal Rapid Deployment Force
- AA. Temporary Budget - Regular & Capital
- BB. Approval of Vouchers

	Moved	Second	Ayes	Nays	Absent	Abstain
Mayor Randall						
Councilmember Troast						
Councilmember Lennon						
Councilmember Shea						
Councilmember Rorty						
Councilmember Weiss						
Councilmember Shell						

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A. # 13-03 By-Laws

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the By-Laws as

revised July - 1962 and interpreted for the year 2006 be and they are hereby adopted for the year 2013.

B.# 12-04 Investment of Funds

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Chief Financial Officer is hereby authorized and directed to invest funds, not reasonably required for the payment of any current obligations of the Borough, in legally authorized investments.

C.# 13-05 Meeting Nights

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the fourth Tuesday of each month at 8:00 P.M. be and is hereby designated as the official meeting night of the Mayor and Council for the year 2013. (Except December)

BE IT FURTHER RESOLVED that the third Tuesday of each month at 8:00 P.M. be and the same is hereby designated as the official Executive Session meeting night of the Mayor and Council for the year 2013. (Except December); official action may be taken.

BE IT FURTHER RESOLVED that formal action may be taken by the Governing Body at either the Regular Public Meeting or at the Executive Session as set forth herein.

All meetings shall be held in the Council Chambers of the Borough Hall, Ho-Ho-Kus, New Jersey.

	<u>Executive</u>	<u>Public</u>
January		22
February	19	26
March	19	26
April	16	23
May	21	28
June	18	25
July	16	23
August	20	27
September	17	24
October	15	22
November	19	26
December	17	

D # 13-06 Official Depositories of Funds

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the following banking institutions be and they are hereby designated as the official depositories for the funds of the Borough of Ho-Ho-Kus for the year 2013.

- 1) Oritani Bank

E.# 13-07 Official Newspapers

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Ridgewood Newspapers of Ridgewood, New Jersey and the Record of Hackensack, New Jersey be and are hereby designated as the official newspapers of Ho-Ho-Kus for the year 2013, for the publication of all legal notices required by any law of the State of New Jersey or any Ordinance or Resolution of the Borough of Ho-Ho-Kus.

F. # 13-08 Delinquent Tax Charge

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that under N.J.S.A. 54:4-67, the rate of interest to be charged by the Collector of Taxes on all delinquent taxes shall be 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; and

BE IT FURTHER RESOLVED, that no interest shall be charged if payment of any installment is made within the tenth calendar day following the date upon which said payment became payable; and

BE IT FURTHER RESOLVED, a penalty of 6% will be charged on any delinquency in excess of \$ 11,000.00 if not paid by the end of the fiscal year unless stated otherwise on the front of this bill. 2013 Real Estate Taxes will be advertised for sale after November 11, 2013; and

BE IT FURTHER RESOLVED, that there will be a \$25.00 service charge on Returned Checks.

G. # 13-09 Authorized Signatures on Checks

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that effective January 1, 2013, the authorized signatures of checks of the Borough of Ho-Ho-Kus, with the exception of Coupon, Developers Escrow, Municipal Court, Municipal Court Bail, Payroll, Public Assistance I and II, and Recreation Commission Accounts shall be:

The Mayor or President of the Council and two of the following: Chief Financial Officer, Assistant Treasurer, Borough Clerk, Deputy Borough Clerk, and

BE IT FURTHER RESOLVED that the authorized signatures on Payroll Checks shall be: Borough Clerk, Deputy Borough Clerk or Treasurer, and that the authorized signature on the Coupon, Developer's Escrow, Public Assistance I and II, Recreation Commission Checks shall be the Chief Financial Officer or the Assistant Treasurer, and

BE IT FURTHER RESOLVED that the authorized signatures of the Mayor, Chief Financial Officer and Deputy Borough Clerk on all checking accounts except the single signature accounts may be impressed by mechanical means, but no more than two (2) facsimile signatures be on any one (1) check.

BE IT FURTHER RESOLVED that the signatures on the Municipal Court and Municipal Court Bail Accounts shall be two of the following: Judge, Court Administrator or Deputy Court Administrator.

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to make transfers and wires as a single signature; to be summarized on the monthly report.

H. # 13-10 Establishment of Petty Cash Fund

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that a petty cash fund, in the amount of \$300.00 be and is hereby established for the Borough of Ho-Ho-Kus for the year 2013.

Resolution # 12-11

Purchase Agreements Authorization

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Borough of Ho-Ho-Kus is hereby authorized to enter into joint agreements with the County of Bergen and the State of New Jersey for the purchase of any and all goods and supplies deemed feasible and necessary by said during the year 2013

**MAYOR and COUNCIL of the
BOROUGH of HO-HO-KUS
BERGEN COUNTY, NEW JERSEY**

Resolution: 11-12

Subject: Transfer of Interest

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Treasurer is hereby authorized and directed to transfer the interest earned on the subsidiary checking accounts of the Borough of Ho-Ho-Kus to the Current Account at least quarterly, and

BE IT FURTHER RESOLVED that the Treasurer also transfer the interest earned on the Capital Account of the Water Department to the Water Trust Account at least quarterly.

Resolution # 12-13

Subject: Private Cars

Date: Jan. 1,
2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that those employees who use their own cars for Borough business - properly authorized and substantiated shall be reimbursed at the rate of .55 1/2¢ per mile.

Resolution # 12-14

Subject: Payroll

Date: Jan. 1,
2013

WHEREAS, the Mayor and Council of the Borough of Ho-Ho-Kus for the calendar year 2013, have established every 15th and 30th of the month as pay day; and

BE IT RESOLVED that partial payrolls are authorized at the beginning of the year to establish the system and at the end of the year to comply with State statutes; and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized to release all payroll checks at 4:30 P.M. on Thursday.

Resolution # 12-15

Subject: Waive Water Penalties

Date: Jan. 1,
2013

WHEREAS, from time to time, for reasons assignable to neither, the property owner nor the Borough, situations arise when it is apparent that penalties in minor amounts for non-payment of water charges should be waived,

WHEREAS, the Borough Council deems it in the best interest of the Borough to authorize such waivers as may be justified and appropriate in the discretion of the Borough Administrator as to individual property owners of properties not to exceed the sum of Forty Dollars (\$40.00).

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that authorization be and is hereby granted to the Borough Administrator to waive minor penalties in respect to the water charges when, in the exercise of sound discretion, the circumstances so warrant. Such waivers are not to exceed the amount of Forty Dollars (\$40.00) in respect to any individual property owner of property.

Resolution # 12-16

Subject: Tax Appeals

Date: Jan. 1,
2013

WHEREAS, the Bergen County Tax Board requires a resolution by the Municipal Governing Body authorizing the Assessor/Tax Collector to file appeals and settlements of stipulations with the Bergen County Tax Board for the purpose of correcting assessments for the year 2013;

NOW, THEREFORE BE IT RESOLVED that the Assessor/Tax Collector be authorized to file such appeals when necessary; and

WHEREAS, the Borough of Ho-Ho-Kus is expected to become involved in tax

appeal litigation both at the Bergen County Board of Taxation and the New Jersey Tax Court during the year 2013;

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body that the Tax Assessor and Municipal Attorney be and they are hereby authorized to review all appeals and to file counterclaims to protect the Borough's interest in those cases, which they deem necessary and appropriate.

Resolution # 12-17

Subject: Tort Claim Notice Format

Date: Jan. 1,
2013

WHEREAS, the New Jersey Tort Claims 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 Ho-Ho-Kus is a public entity covered by the provisions of the New Jersey Tort Claims Act, and

WHEREAS, the Borough of Ho-Ho-Kus deems it advisable, necessary and in the public interest to adopt a Notice of Tort Claim in the form attached hereto and made a part hereof, and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, assembled in public session this 1st day of January, 2013 that the attached Notice of Tort Claim form be and hereby is adopted as the official Notice of Tort Claim form for the Borough of Ho-Ho-Kus, and

BE IT FURTHER RESOLVED, that all persons making claims against the Borough of Ho-Ho-Kus, pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:9-1, et seq., be required to complete the form herein adopted as a condition of compliance with the notice requirements of the New Jersey Tort Claims Act

Resolution # 12-18

Subject: Interlocal Well Baby Clinic

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the Borough is hereby authorized to enter into an Interlocal Services Agreement with the Borough of Waldwick to provide a Well Baby Clinic program in accord with the terms and conditions of an Interlocal Services Agreement to be entered into and subject to the adoption by the governing body of the Borough of Waldwick of a resolution authorizing the agreement.

Resolution # 12- 19

Subject: Interlocal Adult Health

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the Borough is hereby authorized to enter into an Interlocal Services Agreement with the Village of Ridgewood to provide an Adult Health Clinic program in accord with the terms and conditions of an Interlocal Services Agreement to be entered into and subject to the adoption by the governing body of the Village of Ridgewood of a resolution authorizing the agreement

Resolution # 12-20

Subject: Interlocal Traffic & Fire Signals

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the Borough is hereby authorized to enter into an Interlocal Services Agreement with the Village of Ridgewood to provide maintenance for Traffic and Fire Signals in accord with the terms and conditions of an Interlocal Services Agreement to be entered into and subject to the adoption by the governing body of the Village of Ridgewood of a resolution authorizing the agreement.

Resolution # 12-21

Subject: Interlocal 911

Date: Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus, that the Borough is hereby authorized to enter into an Interlocal Services Agreement with the Borough of Paramus to provide 911 service in accord with the terms and conditions of an Interlocal Services Agreement to be entered

into and subject to the adoption by the governing body of the Borough of Paramus of a resolution authorizing the agreement.

Resolution # 12-22

Subject: Fire Dept. Mutual Aid
2013

Dated: January 1,

WHEREAS, the Borough of Ho-Ho-Kus is part of Northwest Bergen County; and

WHEREAS, the Ho-Ho-Kus Volunteer Fire Department is a member of the Northwest Bergen Mutual Aid Association;

NOW, THEREFORE BE IT RESOLVED that the Mayor and Council hereby authorizes the Ho-Ho-Kus Volunteer Fire Department to respond to calls as part of the Northwest Bergen Mutual Aid Association.

	Moved	Second	Ayes	Nays	Absent	Abstain
Mayor Randall						
Councilmember Troast						
Councilmember Lennon						
Councilmember Shea						
Councilmember Rorty						
Councilmember Weiss						

Resolution # 12-23

Subject Insurance Fund Representative
2013

Dated January 1,

WHEREAS, the by-laws of the Bergen County Municipal Joint Insurance Fund requires each municipality to appoint a Commissioner Representative

NOW, THEREFORE, BE IT RESOLVED that Council Member Philip Rorty be the elected official to represent the Borough of Ho-Ho-Kus for the term expiring December 31, 2013.

BE IT FURTHER RESOLVED that Donald Cirulli, Borough Administrator, be appointed the alternate.

Resolution # 12-24

Subject INTERLOCAL AGREEMENT - Recreation Director

Dated Jan. 1, 2013

WHEREAS, N.J.S.A. 40:8A-1, et seq., the Interlocal Services Act, authorizes agreements between municipalities for the provision of services by one to the other; and

WHEREAS, the Borough of Ho-Ho-Kus seeks to utilize the services of the Borough of Upper Saddle River's Recreation Director for its recreational purposes;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Ho-Ho-Kus that it does hereby authorize an Interlocal Service Agreement between Ho-Ho-Kus and the Borough of Upper Saddle River to provide for Recreation Director services through the Upper Saddle River Recreation Dept. commencing effective January 1, 2013, until December 31, 2013;

BE IT FURTHER RESOLVED that the Interlocal Service Agreement currently on file with the office of the Borough Clerk be and the same is hereby approved and a copy of the contract shall be filed and open to public inspection at the office of the Borough Clerk immediately after the introduction of the within resolution;

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and they are hereby authorized to execute the agreement on behalf of the Borough after legal review;

BE IT FURTHER RESOLVED that the Interlocal Agreement shall take effect upon the adoption of the appropriate resolutions by both municipalities.

Resolution # 12-25

Subject Local Emergency Management Council

Dated Jan. 1, 2013

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that they appoint the following members to the Local Emergency Management Council:

Thomas Randall	Mayor
James T. Ludwig Jr.	Emergency Management Coordinator
	Police Chief/ Asst. EMC.
Donald Cirulli	Administrator
Christopher Joy	Fire Chief
Jeffrey Pattman	Supervisor/DPW/Roads
Carol Tyler	Ambulance Corp. Captain/A.O.C.
Chris Joy Sr.	Resource Coordinator
Lawrence Scorzelli	Construction Code Official
Gail Brunner	Reg. Environmental Health Specialist
Jeanne Hamlin	Shelter Co-Coordinator
Richard Bierwas, Reverend	Shelter Co-Coordinator
John Hanlon	Planning Board Chair / Mitigation
Debra Ferrara	Superintendent, Lloyd Road School
Stanley Kober	C.E.R.T. Director

Alternates:

John Wanamaker	Police Captain/P.D. Liaison
Tucker Daly	Fire Department Representative
Ralph Venturini	Building Sub-code & Inspector

Resolution # 12-26

Subject Interlocal Agreement - Tax Assessor
2013

Dated Jan. 1,

WHEREAS, N.J.S.A. 40:8A-1, et seq., the Interlocal Services Act, authorizes agreements between municipalities for the provision of services by one to the other; and

WHEREAS, N.J.S.A. 2B:12-1c authorizes two or more municipalities to provide jointly for supplies and employees for the municipal tax assessment;

WHEREAS, the Borough of Ho-Ho-Kus seeks to utilize the services of the Borough of Upper Saddle River Tax Assessment Office and staff;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Ho-Ho-Kus that it does hereby authorize an Interlocal Service Agreement between Ho-Ho-Kus and the Borough of Upper Saddle River to provide for municipal tax assessment office services through the Upper Saddle River Tax Assessment Office commencing effective January 1, 2013, until December 31, 2013;

BE IT FURTHER RESOLVED that the Interlocal Service Agreement currently on file with the office of the Borough Clerk be and the same is hereby approved and a copy of the contract shall be filed and open to public inspection at the office of the Borough Clerk immediately after the introduction of the within resolution;

BE IT FURTHER RESOLVED that the Borough Administrator be and she is hereby authorized to execute the agreement on behalf of the Borough;

BE IT FURTHER RESOLVED that the Interlocal Agreement shall take effect upon the adoption of the appropriate resolutions by both municipalities

Resolution # 12-27

Subject Interlocal Agreement - Court
2013

Dated Jan. 1,

WHEREAS, N.J.S.A. 40:8A-1, et seq., the Interlocal Services Act, authorizes agreements between municipalities for the provision of services by one to the other; and

WHEREAS, N.J.S.A. 2B:12-1c authorizes two or more municipalities to provide jointly for supplies and employees for the municipal courts without establishing a joint municipal court;

WHEREAS, the Borough of Allendale seeks to utilize the services of the Borough of Ho-Ho-Kus Municipal Court Administrator for its municipal court;

NOW, THEREFORE, BE IT RESOLVED by the Governing Body of the Borough of Ho-Ho-Kus that it does hereby authorize an Interlocal Service Agreement between Ho-Ho-Kus and the Borough of Allendale to provide for municipal court administrator services through the Ho-Ho-Kus Municipal Court to the Allendale Municipal Court commencing effective January 1, 2013, until December 31, 2013;

BE IT FURTHER RESOLVED that the Interlocal Service Agreement currently on file with the office of the Borough Clerk be and the same is hereby approved and a copy of the contract shall be filed and open to public inspection at the office of the Borough Clerk immediately after the introduction of the within resolution;

BE IT FURTHER RESOLVED that the Mayor and Borough Clerk be and they are hereby authorized to execute the agreement on behalf of the Borough after legal review;

BE IT FURTHER RESOLVED that the Interlocal Agreement shall take effect upon the adoption of the appropriate resolutions by both municipalities.

Resolution # 12-28

Subject RAPID DEPLOYMENT FORCE
2013

Dated January 1,

WHEREAS, the police departments in Bergen County have a day-to-day responsibility to provide for the security of lives and property, for the maintenance and preservation of the public peace and order; and,

WHEREAS, Law Enforcement officials also have a responsibility to provide for preparedness against natural emergencies, such as floods, hurricanes, earthquakes, etc., man made causes such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, ethnic disorders, terrorists incidents and bombings, State and National emergencies; and,

WHEREAS, the Bergen County Police Chief's Association has proposed a Mutual Aid Plan and Rapid Deployment Force to deal with these emergencies which is adopted in accordance with the

Provisions of NJSA 40A:14-156, NJSA 40A-156.1, NJSA 40A:14-156.4 AND NJSSA App. A:9-40.6; and,

WHEREAS, the Plan will provide a uniform procedure for the coordination of requesting, dispatching and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction in the event of an emergency in order to protect life and property; and,

WHEREAS, it is the desire of the Mayor and Council of the Borough of Ho-Ho-Kus to participate in a Mutual Aid Plan and Rapid Deployment Force,

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Police Department of the Borough of Ho-Ho-Kus, under the direction of the chief of Police, cooperate with the Bergen County Police Chief's Association to create an Interlocal Services Agreement with all municipalities in the County of Bergen to put into place the Mutual Aid Plan and Rapid Deployment Force; and,

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the County Executive, Board of Chosen Freeholders the County Prosecutor and all surrounding municipalities in the County of Bergen.

- B. Investment of Funds
- C. Meeting Nights
- D. Official Depository of Funds
- E. Official Newspapers
- F. Delinquent Tax Charge
- G. Authorized Signatures on Checks
- H. Establishment of Petty Cash Fund
- I. Purchase Agreements Authorization
- J. Transfer of Interest
- K. Private Cars
- L. Payroll
- M. Waive Water Penalties
- N. Tax Appeals
- O. Tort Claim Notice Format
- P. Interlocal Well Baby Clinic
- Q. Interlocal Adult Health
- R. Interlocal Traffic & Fire Signal
- S. Interlocal 911
- T. Fire Dept. Mutual Aid
- U. Appoint. Insurance Representative
- V. Interlocal Recreation Director
- W. Approve LEMC
- X. Interlocal Tax Assessor
- Y. Interlocal Municipal Court
- Z. Interlocal Rapid Deployment Force
- AA. Temporary Budget for 2013 – Regular & Capital
- BB. Approval of Vouchers

XIV. NEW BUSINESS

XV. PUBLIC COMMENTS

XVI. COUNCIL COMMENTS AND MAYOR'S REMARKS

XVII. BENEDICTION

Mayor Randall will then invite Pastor Richard Bierwas to offer the Benediction.

XVIII. ADJOURNMENT

AGENDA SUBJECT TO CHANGE