

MINUTES

Sine Die Meeting of the Mayor and Council
Monday, January 6, 2020
6:00 P.M.

CALL TO ORDER –

Council President Ellen Busted called the meeting to order at 6:00 p.m. in the Council Chambers of the Borough Hall.

SILENT PRAYER – FLAG SALUTE

Council President Ellen Busted called for a moment of silent prayer and asked everyone to remember our U.S. armed forces who are being sent into harms way and keep them in your thoughts. Council President Busted asked Mayor-elect Papaleo to lead the salute to the flag.

STATEMENT –

Statement of Compliance with Open Public Meeting Act: This meeting complies with the Open Public Meeting Act by notification on December 21st of this location, date and time to the Ridgewood News and the Record and by posting of same on the municipal bulletin board and Borough Web Site and filing a notice of the same with the Municipal Clerk.

ROLL CALL – Council President Busted, Councilman Chinigo, Councilman Gautier, Councilwoman Kaufman and Councilman Papaleo were present; Councilwoman Davis was absent.

APPROVAL OF MINUTES –

On motion by Councilwoman Kaufman, seconded by Councilman Chinigo, the minutes of the Work Session and Regular Session of December 9, 2019 were approved unanimously.

On motion by Councilman Chinigo, seconded by Councilwoman Kaufman, the minutes of the Closed Session of December 9, 2019 were approved unanimously.

PUBLIC COMMENTS ON ANY ITEM ON THIS AGENDA –

On motion by Councilman Chinigo, seconded by Councilwoman Kaufman to open public comments on any item on the agenda was unanimously approved.

There being no comments by the public, the motion by Councilman Chinigo, seconded by Councilwoman Kaufman to close public comments on any item on the agenda was unanimously approved.

APPOINTMENTS & PERSONNEL CHANGES –

On motion by Councilman Gautier, seconded by Councilman Chinigo, the resignation of Cindy Katri from the Library Board of Trustees effective December 31, 2019 was unanimously approved.

On motion by Councilman Gautier, seconded by Councilwoman Kaufman, the resignation of

Edward Trinkleback from the River Edge Volunteer Fire Department, effective December 31, 2019.

On motion by Councilman Gautier, seconded by Councilwoman Kaufman, the salary increase of Jeffrey Staron, Police Officer from an annual salary of \$47,632.00 to a Patrol Officer 17th grade salary of \$56,038.00 effective January 1, 2020 was unanimously approved.

On motion by Councilwoman Kaufman, seconded by Councilman Gautier, the salary increase of Matthew Pitski, Police Officer from an annual salary of \$47,632.00 to a Patrol Officer 17th grade salary of \$56,038.00 effective January 1, 2020 was unanimously approved.

MONTHLY REPORTS –

Library Board of Trustees - December 2019
Historic Commission - November 20, 2019
Land Use Board - October 2nd & October 16, 2019

RESOLUTIONS - By Consent

On motion by Councilman Gautier, seconded by Councilman Chinigo to approve resolution #19-383 through #19-390 was unanimously approved.

#19-383 Authorize Tax Collector to Refund a Duplicate 4th Quarter 2019 Tax Payment

WHEREAS, the tax office has received a duplicate and/or tax overpayment for the 4th Quarter 2019 taxes on the following property; and

WHEREAS, a written request was received from their mortgage company to refund the overpaid amount directly to the mortgage company.

NOW, THEREFORE, BE IT RESOLVED that the Account Supervisor is hereby authorized to issue a refund check in the following amount and the Tax Collector to adjust her records accordingly.

<u>BLOCK/LOT</u>	<u>HOMEOWNER/ADDRESS</u>	<u>AMOUNT</u>
304/21	O'NEILL 788 Fifth Avenue	4,133.86
608/8	CHERYL 643 Bogert Road	3,325.81
		Total: 7,459.67

Make check payable to: Wells Fargo Home Mortgage
MAC X2302-04D
1 Home Campus
Des Moines, IA 50328
Attn: Tax Refunds

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#19-384 Authorize Tax Collector to Refund 4th Quarter 2019 Tax Overpayment

WHEREAS, the tax office has received a duplicate payment and/or tax overpayment for 2019 taxes on the following property(s); and

WHEREAS, a written request was received from the homeowner and/or their Mortgage Company/Title Company to refund the overpaid amount directly to the homeowner.

NOW, THEREFORE, BE IT RESOLVED that the Account Supervisor is hereby authorized to issue a check in the following amounts and the Tax Collector to adjust her records accordingly.

<u>Block/Lot</u>	<u>Name & Address</u>	<u>Refund Amount</u>
804/17	Weeber, Lorraine 450 Kinderkamack Road River Edge, NJ 07661	2,527.23

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#19-385 Transfer of Funds

WHEREAS, N.J.S.A. 49:4-59 permits the transfer of appropriations during the last two months of the fiscal year from accounts showing unexpended balances to accounts in which commitments may exceed the original budgeted appropriations.

NOW, THEREFORE, BE IT RESOLVED that the following transfers be authorized:

FROM:	Public Information O/E	9-01-20-101-028	\$ 5,000.00
	Public Information O/E	9-01-20-101-028	\$ 500.00
	Recycling S/W	9-01-26-305-011	\$33,000.00
	Financial Admin. S/W	9-01-20-130-011	\$16,950.00
	Municipal Clerk O/E	9-01-20-120-170	\$ 300.00
	Sewer System O/E	9-01-31-455-132	\$ 5,390.00
TO:	Liability Insurance	9-01-23-210-090	\$ 5,000.00
	Construction O/E	9-01-22-195-036	\$ 500.00
	Maintenance of Parks S/W	9-01-28-375-014	\$13,000.00
	General Admin. S/W	9-01-20-100-011	\$13,000.00
	Municipal Clerk S/W	9-01-20-120-011	\$ 300.00
	Construction S/W	9-01-22-195-011	\$ 2,400.00
	Fire Department O/E	9-01-25-255-020	\$ 1,500.00
	Public Works Repair/Maint	9-01-26-290-011	\$16,500.00
	Buildings & Grounds S/W	9-01-26-310-011	\$ 3,500.00
	Recreation Commission S/W	9-01-28-370-011	\$ 50.00
	Vehicle Maintenance O/E	9-01-26-315-173	\$ 5,390.00
	Total		\$61,140.00

January 6, 2020 – Sine Die

#19-386 Authorize Tax Collector to Cancel 2019 Tax Balances Under \$10.00

WHEREAS, N.J.S.A. 40A-17.1 provides that the Governing Body of the Municipality may, by resolution, authorize the cancellation of property taxes up to \$10.00; and

WHEREAS, the following properties are showing an open balance under \$1.00 in the 2019 tax year.

THEREFORE, BE IT RESOLVED, that the Tax Collector is authorized to cancel the following balances and adjust her records accordingly.

<u>Block/Lot</u>	<u>Cancel Overpaid</u>	<u>Cancel Delinquent</u>
302/11		.20
406/17		.01
414/1.01		.21
601/11		.58
605/22		.03
910/37		.37
1105/12		.21
Total:	.00	1.61

January 6, 2020 – Sine Die

#19-387 Authorize Severance and Accumulated Absence Payments to Alan P. Negreann

WHEREAS, Alan P. Negreann, Borough Administrator/CFO has submitted a notification that he will retire as an employee of the Borough of River Edge on January 1, 2020; and

WHEREAS, the Borough of River Edge adopted Ordinance #585, on September 9, 1973 and amended it via Ordinance #814 dated March 21, 1982 and Ordinance #1736 dated September 6, 2011; and

WHEREAS, Ordinance #585 as amended provides for severance pay when an employee serves the Borough after twenty (20) years or more of continuous service; and

WHEREAS, Section V, Subject 1 of the Personnel Policy and Procedure Manual of the Borough of River Edge states that the Municipal Governing Body shall approve all payments for accumulated absences and other severance payment; and

WHEREAS, Article 20 provides for the payment of any unused vacation due him in that calendar year; and

WHEREAS, a certification by the Chief Financial Officer in accordance with N.J.A.C. 5:30-15.4 has been received and is on file with the Borough Clerk in the amount of \$ \$42,236.59 for unused vacation and \$15,304.29 as first out of three payments for the #585 plan for a total of \$57,540.88 from account number 01-20-130-011.

NOW, THEREFORE, BE IT RESOLVED, by the Governing Body of the Borough of River Edge that the Chief Financial Officer and the Finance Department are hereby authorized to make payment to Alan P. Negreann for any amounts due per Ordinance #585 and accumulated vacation or other time as certified by the Chief Financial Officer.

BE IT FURTHER RESOLVED, that the above payment for vacation and other time shall be made in the first pay of 2020.

January 6, 2019 – Sine Die

#19-388 Resolution to Establish a Change Fund for the Tax Department

WHEREAS, the Tax Department is responsible for the processing of tax payments; and

WHEREAS, it is in the best interest of the Borough to create a change fund to facilitate the payment of taxes.

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer is hereby instructed to establish a change fund for the Tax Department by disbursing a check to Maureen Murphy as custodian of the change fund not to exceed \$100.00.

BE IT FURTHER RESOLVED, that Maureen Murphy as custodian of this change fund will re-deposit the exact amount to close the change fund no later than December 31, 2020.

BE IT FURTHER RESOLVED that the authority will expire at the close of business of December 31, 2020.

January 6, 2020 – Sine Die

#19-389 Resolution to Establish a Change Fund for the Municipal Court

WHEREAS, the Municipal Court is responsible for the collection of parking and traffic fines; and

WHEREAS, it is in the best interest of the Borough to create a change fund to facilitate the payment of these fines.

NOW, THEREFORE, BE IT RESOLVED that the Chief Financial Officer is hereby instructed to establish a change fund for the Municipal Court by disbursing a check to Noreen Patoray as custodian of the change fund not to exceed \$150.00.

BE IT FURTHER RESOLVED, that Noreen Patoray as custodian of this change fund will re-deposit the exact amount to close the change fund no later than December 31, 2020.

BE IT FURTHER RESOLVED that the authority will expire at the close of business of December 31, 2020.

January 6, 2020 – Sine Die

#19-390 Resolution for One-Time Stipend to Employees in the Finance Department

WHEREAS the Borough instituted and new finance and tax package; and

WHEREAS the finance/tax department when above and beyond in the implementation of these programs; and

WHEREAS the Borough Administration is recommended that a one-time stipend be given though payroll to the employees in the following amounts:

Geeta Birmbuam	\$3,500.00
Maureen Murphy	\$2,500.00
Katia Minaya	\$1,000.00
Tybe Manzelli	\$ 500.00
Debbie McDermott	\$ 500.00

WHEREAS, the Chief Financial Officer has certified the funds in Account 01-20-130-011.

NOW, THEREFORE, BE IT RESOLVED the Borough Administrator and Chief Financial Officer are authorized to process said payments.

January 6, 2020 – Sine Die

Councilwoman Kaufman read resolution #19-3 into the record as follows:

On motion by Councilwoman Kaufman, seconded by Councilman Chinigo to approve resolution #19-391 was unanimously approved.

#19-391 Payment of Bills

WHEREAS, vouchers for the payment of goods and services rendered to the Borough of River Edge have been received; and

WHEREAS, each bill has been checked by the receiving department, approved by the Chief Financial Officer and Borough Clerk and reviewed by the three members of the Finance Committee.

NOW, THEREFORE, BE IT RESOLVED that bills as listed now be confirmed for payment from the appropriate funds as follows:

CURRENT ACCOUNT	\$1,094,312.00
CAPITAL ACCOUNT	\$ 96,423.05
GRANT FUND ACCOUNT	\$ 3,137.20
TRUST OTHER ACCOUNT	\$ 42,930.52
OPEN SPACE ACCOUNT	\$ 11,950.22
PAYROLL ACCOUNT	\$ 160,079.20

DEVELOPERS ESCROW ACCOUNT \$ 195.00

RECREATION ACCOUNT \$ 1,556.51

BE IT FURTHER RESOLVED, that claims read and approved by the Governing Body at a Council meeting will be dated the day after the reading of those claims and will appear on the following bill list at the next public meeting of the Mayor and Council at which time claims would be paid.

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PUBLIC COMMENTS –

On motion by Councilman Chinigo, seconded by Councilwoman Kaufman to open public comments was unanimously approved.

There being no comments by the public, the motion by Councilman Chinigo, seconded by Councilman Gautier was unanimously approved.

COUNCIL COMMENTS -

Councilman Papaleo-presented a bouquet of flowers on behalf of the Council to Councilwoman Busted and thanked her for doing a phenomenal job as our Acting Mayor. He said that usually an Acting Mayor fills in for a couple of days not a couple of months and usually it's to fill in when the Mayor is not in town that the Council President takes on the responsibility. With the resignation of our Mayor, Council President Busted became the Acting Mayor in September which is not an easy job. He said that she did it with grace, tenacity and a tremendous amount effort and they all are very grateful to her and wanted to acknowledge and thank her.

Council President Busted-said that she appreciates the sentiment and thanked all of them for their cooperation during the last few months.

ADJOURNMENT – 6:10 P.M.

On motion by Councilman Gautier, seconded by Councilwoman Kaufman to adjourn the meeting at 6:10 p.m. was unanimously approved.

Council President Ellen Busted

Attest:

Stephanie Evans, Borough Clerk
Dated: