

**WORK SESSION  
OF THE  
ELMWOOD PARK MAYOR AND COUNCIL  
ACTION ITEMS  
October 5, 2023  
7:00 P.M.**

**1. CALL TO ORDER:**

**2. STATEMENT OF COMPLIANCE:**

Whereas, Chapter 231 of the Public Laws of the State of New Jersey requires at the commencement of every meeting a Statement of Compliance be read by the presiding officer.

Now, Therefore Be Advised, that the meeting requirements for this meeting have been met by publishing a special meeting notice in The Record and Herald News and by posting such notice in the office of the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted and transmitted on January 6, 2023 and published on January 10, 2023.

**3. RESOLUTIONS:**

R-382-23	Appoint Crossing Guards for the 2023/2024 School Year Police Department
R-383-23	Adopting Revised Personnel Policies and Procedures Manual

**4. WORK SESSION: NON-ACTION ITEMS**

**5. ADJOURNMENT:**

**BOROUGH OF ELMWOOD PARK  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION R-382-23**

**CONSENT AGENDA**

**RESOLUTION BY:  
SECONDED BY:**

**APPOINT CROSSING GUARDS FOR THE 2023/2024 SCHOOL YEAR  
POLICE DEPARTMENT**

**WHEREAS**, the Police Department has recommended the hiring of crossing guards for the 2023/2024 school year; and

**WHEREAS**, the Detective Bureau has investigated the applicants and is recommending the appointments;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Elmwood Park that the following named be and is hereby appointed as full – time crossing guards and sub-crossing guards, retroactive to September 6, 2023 and will be compensated in accordance with the 2023 Salary Ordinance:

**Full-Time Crossing Guards:**

Baker, Susan  
Berens, Robert  
Burke, Patrick  
Casterella, Anthony  
Hendrickson, Linda  
Jackman, Robert  
Kaczyk, Kristen  
Lehr, Randoll  
Mahady, Angela  
Malec, Donna  
Morea, Frank  
Rhodes, Elena  
Sluja, Ronald  
Speid, James  
Sullivan, Audrey  
Szymanski, Marge  
Thys, Margaret

**Sub Crossing Guards:**

Berens, Josephine  
Zondag, Jean

I, Roy Riggitano, Chief Financial Officer for the Borough of Elmwood Park do hereby confirm that there are sufficient funds available for this resolution.

\_\_\_\_\_  
Roy Riggitano, Chief Financial Officer

October 4, 2023  
Dated

APPROVED: October 5, 2023

\_\_\_\_\_  
Robert Colletti, Mayor

ATTEST: \_\_\_\_\_  
Shanee Morris, CMR  
Acting Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Dennis					Pellegrine				
Fasolo					Sheridan				
Golabek					Balistrieri				

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 5<sup>th</sup> day of October 2023. Signed and sealed before me.

\_\_\_\_\_  
Shanee Morris, CMR  
Acting Borough Clerk

\_\_\_\_\_  
Dated

**BOROUGH OF ELMWOOD PARK  
BERGEN COUNTY, NEW JERSEY  
RESOLUTION R-383-23**

**CONSENT AGENDA**

**RESOLUTION BY:  
SECONDED BY:**

**ADOPTING REVISED PERSONNEL POLICIES AND PROCEDURES MANUAL**

**WHEREAS**, the Policies and Procedures Manual serves as a governing document for personnel matters involving employees, volunteers, appointed officials, and independent contractors of the Borough of Elmwood Park; and

**WHEREAS**, the Borough administration and labor counsel have recommended certain revisions to the Policies and Procedures Manual to remain compliant with law and/or to adhere to best employment practices; and

**WHEREAS**, all revisions have been reviewed and approved by the Mayor and Borough Council;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council hereby adopt the revised Policies and Procedures Manual for 2023; and

**BE IT FURTHER RESOLVED** that the policies and procedures revised in the new Policies and Procedures Manual shall be effective immediately upon adoption of this Resolution; and

**BE IT FURTHER RESOLVED** that copies of the revised Policies and Procedures Manual will be distributed and made available to all current and future Borough employees, volunteers, appointed officials, and independent contractors.

APPROVED: October 5, 2023

\_\_\_\_\_  
Robert Colletti, Mayor

ATTEST: \_\_\_\_\_  
Shanee Morris, CMR  
Acting Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
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This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 5<sup>th</sup> day of October 2023. Signed and sealed before me.

\_\_\_\_\_  
Shanee Morris, CMR  
Acting Borough Clerk

\_\_\_\_\_  
Dated

**Work Meeting Agenda Items:**

**PUBLIC HEARING:**

**1 – PRESENTATIONS**

- a. Roy Riggiano – Best Practice 2023
- b. Fire Company #3

**2 – ENGINEERS REPORT**

- a. Monthly Status Report
- b. Current Estimate #1 – 2023 Borough Road Program
- c. Current Estimate #4 – 2021 NJDOT – Mola Blvd Improvements
- d. Current Estimate #2 Change Order #1 – Orchard Street Drainage Improvements

**3 – CORRESPONDANCE**

- a. Planning Board Meeting Notice
- b. 2024 CDBG grant application notice

**4 – RESOLUTIONS**

- a. Vacation Buyback
- b. Donation of Fire Equipment
- c. Encroachment agreement
- d. Recreation Staff
- e. Recreation Refund
- f. 2nd Quarter Stipend
- g. Cannabis Approval Recommendation – CannaVibes LLC
- h. Cannabis Denial Recommendation – Culture Craft Cannabis Collective, LLC

**5 – PROPOSED ORDINANCES**

- a. Street Opening
- b. Amendment of Fees – Police Officers
- c. Amendment to Swimming Pools

**6 – DEPARTMENTAL REPORTS**

- a. Recreation Advisory Board Meeting Minutes – June 5, 2023
- b. Board of Health Meeting Minutes – August 14, 2023
- c. Zoning Board Meeting Minutes – July 26, 2023
- d. Millennium Strategies Monthly Report – Through September, 2023
- e. Building Department Monthly Report – September, 2023

**7 – APPLICATIONS**

- a. VFW Post 281 – Raffle – October 28, 2023

**8 – COMMITTEE REPORTS:**

Councilwoman Dennis  
Councilman Fasolo  
Councilman Golabek  
Councilwoman Pellegrine  
Councilwoman Sheridan  
Council President Balistrieri  
Mayor Colletti

**9 – 2nd PUBLIC HEARING:**

**10 – EXECUTIVE:**

- a. Litigation/Legal Reports
- b. Personnel – Clerks Office

**11 – ADJOURNMENT**