

**SPECIAL MEETING
OF THE
ELMWOOD PARK MAYOR AND COUNCIL
NOVEMBER 27, 2019
4:30P.M.**

1. CALL TO ORDER:

The Special Meeting of the Mayor and Council of the Borough of Elmwood Park was called to order on Wednesday, November 27th, 2019 at 4:36P.M. in the Caucus Room of the Municipal Building, 182 Market Street, Elmwood Park, New Jersey.

On Roll Call Councilmembers: Balistrieri, Fasolo, Wechtler, and Council President Pellegrine were present. Also present were Borough Clerk Erin Delaney, Borough Administrator Michael Foligno, and Borough Attorney Salvatore Ingrassia.

2. PRAYER AND FLAG SALUTE:

3. 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 on November 22, 2019.

4. ORDINANCE:

FIRST READING

R-454-19 Introduce Ordinance #19-36

**AN ORDINANCE TO FIX THE SALARY, WAGE AND
COMPENSATION OF THE OFFICERS, EMPLOYEES
AND SERVANTS OF THE BOROUGH OF ELMWOOD
PARK, COUNTY OF BERGEN, STATE OF NEW
JERSEY FOR THE YEAR 2019.**

5. CONSENT AGENDA:

R-455-19 Appoint Replacement Crossing Guard – Police Department
R-456-19 Authorize the Borough to Enter into a Shared Services
Agreement with the Borough of Little Falls for Emergency
Management Services Specifically Basic Life Support
Emergency Medical Services (“EMS”)
R-457-19 Authorize Transfer of Funds
R-458-19 Approving Consent Agenda

6. ADJOURNMENT:

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-454-19**

**RESOLUTION BY: COUNCILWOMAN WECHTLER
SECONDED BY: COUNCILMAN FASOLO**

**INTRODUCE ORDINANCE #19-36
FIRST READING**

BE IT RESOLVED, that an ordinance entitled:

AN ORDINANCE TO FIX THE SALARY, WAGE AND COMPENSATION OF THE OFFICERS, EMPLOYEES AND SERVANTS OF THE BOROUGH OF ELMWOOD PARK, COUNTY OF BERGEN, STATE OF NEW JERSEY FOR THE YEAR 2019.

be passed and adopted on first reading; and

BE IT RESOLVED, that a final hearing on said ordinance will be heard in the Municipal Building on Thursday, December 19, 2019 at 8:00PM or as soon thereafter as same can be heard, at which time any persons interested in said ordinance can be heard;

BE IT RESOLVED, that the Borough Clerk be, and she is hereby authorized to advertise in a legal newspaper a notice of introduction and final hearing as required by law;

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

November 26, 2019
Dated

APPROVED: November 27, 2019

Lorraine Pellegrine, Council President

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Balistreri	X				Ingui				X
Fasolo	X				Wechtler	X			
Fava				X	Pellegrine	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 27th day of November 2019. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
ORDINANCE NO.: 19-36**

AN ORDINANCE TO FIX THE SALARY, WAGE AND COMPENSATION OF THE OFFICERS, EMPLOYEES AND SERVANTS OF THE BOROUGH OF ELMWOOD PARK, COUNTY OF BERGEN, STATE OF NEW JERSEY FOR THE YEAR 2019.

BE IT ORDAINED, by the Mayor and Council of the Borough of Elmwood Park as follows:

SECTION I: ELECTED OFFICIALS

1. That the annual wage and compensation to be paid to the following elected officials for calendar year 2019 are as follows:

MAYOR	8,000.00
COUNCIL PRESIDENT	7,500.00
COUNCIL MEMBERS	7,500.00

SECTION II: DEPARTMENT HEAD & NON-UNION EMPLOYEES

1. That the respective annual base salary, wage, and compensation to be paid to the following full-time Professionals, Department Heads and Non-Union employees of the Borough of Elmwood Park for the year 2019 shall be as follows:

BOROUGH ATTORNEY (BY VOUCHER)	54,055.79
CHIEF MUNICIPAL FINANCE OFFICER	138,373.20
BUSINESS ADMINISTRATOR (EFFECTIVE 1/3/2019)	25,000.00
REGISTERED MUNICIPAL CLERK (EFFECTIVE 12/17/2018)	85,000.00
TAX COLLECTOR	95,584.20
TAX ASSESSOR	55,175.68
DIRECTOR OF RECREATION	90,412.92
SUPERINTENDENT OF PUBLIC WORKS	110,187.96
DECLARED SNOW EMERGENCIES	52.94 PER HOUR
COURT ADMINISTRATOR	60,886.81
BUILDING INSPECTOR/PLUMBING INSPECTOR/ZONING OFFICIAL	77,285.66
RECREATION LEADER	40,352.35
CHIEF OF POLICE	212,251.03
CUSTODIAN/MAINTENANCE WORKER (EFFECTIVE 7/9/18)	35,700.00

SECTION III: PART-TIME EMPLOYEES

- 1 That the respective salary, wage, and compensation to be paid for part-time employee positions calendar year 2019 be as follows:

MUNICIPAL JUDGE	35,652.42
MUNICIPAL PROSECUTOR	20,267.80
PUBLIC DEFENDER I	5,814.46
PUBLIC DEFENDER II	5,644.64
MUNICIPAL COURT - CORE PERSONNEL (BY VOUCHER)	150 - 500 PER SESSION
QUALIFIED PURCHASING AGENT	13,260.00
RECYCLING COORDINATOR	5,000.00
RESIDENT ASSISTANCE PROGRAM	2,000.00
PLANNING BOARD SECRETARY	5,169.16
PLANNING BOARD ATTORNEY (BY VOUCHER)	3,844.67
BOARD OF ADJUSTMENT SECRETARY	3,754.50
BOARD OF ADJUSTMENT ATTORNEY (BY VOUCHER)	3,547.23
RENT LEVELING BOARD SECRETARY	1,306.92
EMERGENCY MANAGEMENT COORDINATOR	5,202.00
STATE OF EMERGENCY ONLY	52.94 PER HOUR
DEPUTY EMERGENCY MANAGEMENT COORD.	625.36
JIF SAFETY DIRECTOR	5,520.40
FLOOD MANAGER (EFFECTIVE UNTIL 12/31/2019)	8,118.24
CROSSING GUARD COORDINATOR	585.55
CROSSING GUARDS - FULL TIME & PART TIME	16.93 PER HOUR
POLICE RECORDS CLERK I	27,940.93
POLICE RECORDS CLERK II	27.03 PER HOUR
SPECIAL POLICE OFFICERS CLASS I - RANGE	16.88-18.00 PER HOUR
SPECIAL POLICE OFFICERS CLASS II - RANGE	25.81-28.00 PER HOUR
FIRE OFFICIAL (FIRE PREVENTION)	28.72 PER HOUR
FIRE INSPECTOR (FIRE PREVENTION) MINIMUM	13.26 PER HOUR
FIRE INSPECTOR (FIRE PREVENTION) MAXIMUM	22.96 PER HOUR
CLERICAL FIRE PREVENTION	18,335.32
PLUMBING SUB-CODE OFFICIAL	35.14 PER HOUR
FIRE SUB-CODE OFFICIAL	35.14 PER HOUR
ELECTRICAL SUB-CODE OFFICIAL	42.59 PER HOUR

ELECTRICAL INSPECTOR	41.34 PER HOUR
PLUMBING INSPECTOR	38.01 PER HOUR
PROPERTY MAINTENANCE /CODE ENFORCEMENT INSPECTOR	15.92 PER HOUR
CLERICAL (PART-TIME) RANGE	14.00-15.00 PER HOUR
PROPERTY MAINTENANCE INSPECTOR	37.89 PER HOUR
CUSTODIAN – MINIMUM	10.00 PER HOUR
CUSTODIAN – MAXIMUM	16.57 PER HOUR
GYM SUPERVISOR – RANGE	14.00 - 17.00 PER HOUR
GYM ASSISTANT - RANGE	11.00 - 14.00 PER HOUR
AFTER SCHOOL TEACHER - RANGE	20.00 - 24.00 PER HOUR
AFTER SCHOOL ASSISTANT - RANGE	13.00- 15.00 PER HOUR
SPECIAL EVENTS - RANGE	13.00 – 14.00 PER HOUR
SPRAY PARK ATTENDANT	15.00 PER HOUR
SUMMER CAMP DIRECTORS - RANGE	3,500 – 4,000
SUMMER CAMP TEACHER - RANGE	3,100.00- 3,400.00
SUMMER CAMP COUNSELORS - RANGE	2,200.00- 2,400.00
SUMMER CAMP AFTER CARE TEACHER - RANGE	20.00 - 23.00 PER HOUR
SUMMER CAMP AFTER CARE ASSISTANT - RANGE	13.00 PER HOUR
MAYOR'S SECRETARY	18.00 - 22.00 PER HOUR
ADMINISTRATIVE ASSISTANT TO BOROUGH ADMINISTRATOR	18.00 - 22.00 PER HOUR
CLERK'S SECRETARY	15.00 PER HOUR

SECTION IV: LONGEVITY

1. A full-time employee shall be entitled to longevity pay based in the following schedule:

Completion of the third year to completion of the fifth year	1%
Beginning of the sixth year to the completion of the eight year	2%
Beginning of the ninth year to the completion of the eleventh year	3%
Beginning of the twelfth year to the completion of the fourteenth year	4%
Beginning of the fifteenth year to the completion of the twentieth year	5%
Beginning of the twenty-first year to the completion of the twenty-fourth year	6%
Beginning of the twenty-fifth year	8%

2. Any employee hired after January 1, 2007 shall not be entitled to longevity.
3. Such payments shall be added to each employee's base annual salary.
4. The anniversary date for payroll purposes only of all employees of the Borough of Elmwood Park after having completed one full year employment shall be January 1.

SECTION V: SICK LEAVE

1. All full-time employees shall be compensated annually for up to (15) days absence from work by reason of illness. All sick leave shall be accumulated and any unused portion thereof shall be applied towards future illness.
2. Part time employee hired on or after October 29, 2018 per guidelines of the "Sick Leave Act" shall be compensated for time as per hours work, up to maximum of 40 total hours per calendar year. Sick leave time will be available for use in 120 days after first day of employment.

SECTION VI: HOLIDAY & PERSONAL DAYS

1. All Borough employees for who there is provided herein an annual compensation shall be excused from the performance of their duties with continuance of pay on the following days:

New Year's Day	Martin Luther King Jr.
Lincoln's	Birthday Washington's
Birthday* Good	Birthday Memorial Day
Friday	Labor Day
Independence Day	General Election Day
Columbus Day	Thanksgiving Day
Veteran's Day	Christmas Eve (1/2 Day - 12:30 dismissal)
Friday after	(2) Personal Days
Thanksgiving Christmas	(8) Personal Days - Designated Department Heads Only (Effective January 1, 2015)

2. *Floater Holiday
3. In the event that a holiday falls on a Sunday, the following Monday shall be observed as the holiday. In the event that a holiday falls on a Saturday, the preceding Friday shall be observed as the holiday.
4. This section shall not apply to part time employees whom are compensated on an hourly basis.

SECTION VII: VACATION

1. All full-time employees shall be allowed vacation leave from their employment with continuance of compensation provided herein, in accordance with the following schedule:

First year through five years of service	12 days
Completion of the fifth year to ten years of service	12 days plus one day for each year up to 17 days
Completion of ten years of service	21 days
Completion of twelve years of service	22 days
Completion of fourteen years of service	23 days
Completion of sixteen years of service	24 days
Completion of eighteen years of service	25 days
Completion of twenty years of service and thereafter	30 days

2. All employees hired after January 1, 2007 cannot accumulate vacation days other than accrued days from (1) year prior.

SECTION VIII: TERMINAL LEAVE

1. All employees hired prior to January 1, 1991 that desire to enter into retirement shall receive terminal leave immediately prior to said retirement provided said employee notified the Borough prior to February 15th of the year he/she intends to retire. PERS will then be notified and the retirement application of the employee will be processed. Such leaves shall be computed at the following rate:

1 to 7 years	1 month
8 to 14 years	2 months
15 to 21 years	3 months
22 years and over	4 months

2. In addition to leave granted above, each employee shall receive enumeration for ½ of all accumulated sick days from January 1, 1962 immediately prior to retirement of such employee with a maximum accumulation of 120 working days.
3. All employees hired on or after January 1, 1991, shall receive the following terminal leave:

After 10 years of service	1 month
After 20 years of service	2 months

4. Each employee shall receive his terminal leave payment as a lump sum payment as of the last day of the performance of duty before commencement of his terminal leave.

SECTION IX: SICK/VACATION DAYS FOR FULL TIME CROSSING GUARDS

1. All full-time crossing guards shall receive 10 sick/vacation days per school year, September through June. At the end of the school year, all full-time crossing guards will receive an additional pay of \$25.00 per day for each sick/vacation day not used during the school year.

SECTION X: REPEAL OF PRIOR ORDINANCES

1. All prior Department Head, Non-Union and Part Time Salary Ordinances or parts of Ordinances inconsistent herewith are hereby repealed.

SECTION XI: EFFECTIVE DATE

1. This ordinance shall take effect immediately after publication.

ATTEST: _____
 Erin Delaney, MPA, RMC
 Borough Clerk

APPROVED: _____
 Daniel Golabek, Mayor

Introduced: November 27, 2019
 Adopted:

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-455-19**

CONSENT AGENDA

**RESOLUTION BY: COUNCILWOMAN WECHTLER
SECONDED BY: COUNCILMAN FASOLO**

**APPOINT REPLACEMENT CROSSING GUARD
POLICE DEPARTMENT**

WHEREAS, the Police Department has recommended the hiring of two (2) replacement crossing guards for the 2019/2020 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 will be compensated at \$16.00 an hour in accordance with the 2018 Salary Ordinance:

Donna Virga

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

November 26, 2019
Dated

APPROVED: November 27, 2019

Lorraine Pellegrine, Council President

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Balistreri			X		Ingui				X
Fasolo	X				Wechtler	X			
Fava				X	Pellegrine	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 27th day of November 2019. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-456-19**

CONSENT AGENDA

RESOLUTION BY: COUNCILWOMAN WECHTLER

SECONDED BY: COUNCILMAN FASOLO

AUTHORIZE THE BOROUGH TO ENTER INTO A SHARED SERVICES AGREEMENT WITH THE BOROUGH OF LITTLE FALLS FOR EMERGENCY MANAGEMENT SERVICES SPECIFICALLY BASIC LIFE SUPPORT EMERGENCY MEDICAL SERVICES (“EMS”)

WHEREAS, the Township of Little Falls (herein referred to as “Township”), is a New Jersey municipal corporation of the State of New Jersey, located at 225 Main Street, Little Falls, New Jersey 07424; and

WHEREAS, the Borough of Elmwood Park (hereinafter referred to as “Borough”) is a Municipal Corporation of the State of New Jersey, located at 182 Market Street, Elmwood Park, NJ 07407; and

WHEREAS, the Borough currently provides emergency medical services consisting of Basic Life Support (EMS/BLS) services and provides medical transport services in the Borough by way of Volunteer Services; and

WHEREAS, the Borough Mayor and Council recognize that provision of EMS/BLS emergency medical services to residents and visitors of the Borough is an essential, life-saving government function; and

WHEREAS, the Borough Mayor and Council determined, recognize and acknowledge that to continue to provide volunteer services is no longer feasible nor cost effective; and

WHEREAS, the Township desires to assist the Borough in dealing with the very significant obligations related to the provision of such services and the significant costs incurred in providing such services on an agreed basis; and

WHEREAS, the Borough desires to designate the Township as the provider of the EMS/BLS emergency medical services within and throughout the Borough of Elmwood Park; and

WHEREAS, the Uniform Shared Services and Consolidation Act N.J.S.A. 40A:65-1 et. seq. specifically authorizes local government units and municipalities, to enter into joint agreements for the provision of various shared services including EMS; and

WHEREAS, the Mayor and Council of the Borough of Elmwood Park recognizes the need to provide the residents of the Borough with appropriate BLS emergency medical services and appropriate cost savings measures and opportunities for the benefit of all residents of the Borough as the delivery of such services in a timely and professional manner is a significant obligation of local government.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Elmwood Park, County of Bergen, State of New Jersey, as follows:

1. That the Business Administrator and the Borough Attorney are authorized to review and negotiate the proposed attached Shared Service Agreement and upon finalization of said negotiation and concurrence by both the Business Administrator and the Borough Attorney, the Mayor and Borough Clerk are hereby authorized to execute the final negotiated Shared Service Agreement on behalf of the Mayor and Council of the Borough of Elmwood Park.
2. The attached Shared Services Agreement between the Township of Little Falls and the Borough of Elmwood Park for the provision of Basic Life Support Emergency Medical Services upon compliance with paragraph 1 above and the approval of same in accordance thereof, shall constitute an approval and ratification by the Mayor and Council.

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

November 26, 2019
Dated

APPROVED: November 27, 2019

Lorraine Pellegrine, Council President

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Balistreri	X				Ingui				X
Fasolo	X				Wechtler	X			
Fava				X	Pellegrine	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 27th day of November 2019. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-457-19**

CONSENT AGENDA

RESOLUTION BY: COUNCILWOMAN WECHTLER

SECONDED BY: COUNCILMAN FASOLO

AUTHORIZE TRANSFER OF FUNDS

BE IT RESOLVED, by the Mayor and Council of the Borough of Elmwood Park , that the Collector-Treasurer shall and is hereby authorized to make the following transfers as per instructions from the Chief Financial Officer:

		2019	2019
		Appropriation	Appropriation
	Account #	From:	To:
-	-	-	-
Electric and Gas	01-2010-31-4302	\$20,000.00	
Gasoline	01-2010-31-4602	\$20,000.00	
Clerk S & W	01-2010-20-1201	\$25,000.00	
Group Insurance	01-2010-23-2102	\$50,000.00	
Police S & W	01-2010-25-2401	\$62,000.00	
Financial Admin S & W	01-2010-20-1301		\$15,000.00
Financial O & E	01-2010-20-1312		\$20,000.00
Construction Code Official	01-2010-22-1951		\$7,500.00
Other Insurance	01-2010-23-2202		\$50,000.00
Police O & E	01-2010-25-2412		\$25,000.00
Other Police Personnel	01-2010-25-2461		\$20,000.00
Fire Official S & W	01-2010-25-2651		\$9,500.00
Recreation S & W	01-2010-28-3701		\$30,000.00
Water Operating			
Water S & W	05-2010-55-5001	\$100,000.00	
Water O & E	05-2010-55-5012		\$100,000.00

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

November 26, 2019
Dated

APPROVED: November 27, 2019

Lorraine Pellegrine, Council President

ATTEST: _____

Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Balistreri	X				Ingui				X
Fasolo	X				Wechtler	X			
Fava				X	Pellegrine	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 27th day of November 2019. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-458-19**

CONSENT AGENDA

**RESOLUTION BY: COUNCILWOMAN WECHTLER
SECONDED BY: COUNCILMAN FASOLO**

RESOLUTION TO APPROVE THE CONSENT AGENDA

BE IT RESOLVED, by the Mayor and Council of the Borough of Elmwood Park that the actions noted in the Consent Agenda, Resolutions R-455-19 through R-458-19 be and are hereby approved and the proper officers are directed to take necessary action on same.

APPROVED: November 27, 2019

Lorraine Pellegrine, Council President

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Balistreri	X				Ingui				X
Fasolo	X				Wechtler	X			
Fava				X	Pellegrine	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 27th day of November 2019. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

A motion was made by Councilman Fasolo and seconded by Councilwoman Wechtler to adjourn. Motion carried unanimously.

Respectfully submitted,

Erin Delaney, MPA, RMC
Borough Clerk

Minutes approved at the January 2, 2020 Reorganization Meeting of the Mayor and Council.