

**SPECIAL MEETING
OF THE
ELMWOOD PARK MAYOR AND COUNCIL
APRIL 2, 2020
6:30P.M.**

1. CALL TO ORDER:

The Special Meeting of the Mayor and Council of the Borough of Elmwood Park was called to order on Thursday, April 2, 2020 at 6:30PM in the Council Chambers of the Municipal Building, 182 Market Street, Elmwood Park, New Jersey.

On Roll Call Councilmembers: Fasolo*, Golabek*, Ingui, Pellegrine, Wechtler, and Council President Balistrieri. Also present were Mayor Colletti, Borough Administrator Foligno, Borough Clerk Erin Delaney, and Borough Attorney Salvatore Ingraffia*.

Due to the Coronavirus, also known as COVID-19, precautionary measures were taken in an attempt to prevent further spread of the virus and to protect the health and public safety of the Governing Body, Borough Professionals, and members of the public. As a result, the public was unable to physically attend the meeting. In order to participate in the meeting, the public was required to use the free access number which was provided and advertised in advance.

*Indicates that the individual was present via teleconference.

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 February 28, 2020 and again on March 26, 2020.

4. APPROVAL OF MINUTES:

A motion was made by Councilwoman Ingui and seconded by Councilwoman Pellegrine to approve the September 6, 2018 Work Session & Executive Session Meeting; September 13, 2018 Work Session Meeting; September 20, 2018 Regular Meeting; February 13, 2020 Work Session & Executive Session Meeting; February 20, 2020 Special Work Session Meeting; February 27, 2020 Regular Meeting; March 5, 2020 Work Session & Executive Session Meeting; March 12, 2020 – Work Session & Executive Session Meeting; and March 19, 2020 Regular Meeting minutes.

The motion carried with Councilmembers Fasolo, Ingui, and Wechtler abstaining on September 6, 2018 Work Session & Executive Session Meeting; September 13, 2018 Work Session Meeting; and September 20, 2018 Regular Meeting minutes. Councilwoman Wechtler also abstained on March 12, 2020 Work & Executive Session Meeting minutes.

5. BUDGET ADOPTION:

R-169-20	Ordinance #20-09 to Exceed the Municipal Budget Appropriation Limits to Establish a Cap Bank – Second Reading
R-170-20	Adoption of the 2020 Municipal Budget

6. RESOLUTION:

R-171-20	Appointment of Master Plan Planner
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7. ADJOURNMENT:

A motion was made by Councilwoman Wechtler and seconded by Councilwoman Ingui to open the floor for public comment. Motion carried unanimously. No one from the public wished to be heard. Mayor Colletti closed the public portion.

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-169-20**

**RESOLUTION BY: COUNCILWOMAN PELLEGRINE
SECONDED BY: COUNCILWOMAN WECHTLER**

**INTRODUCE ORDINANCE #20-09
SECOND READING**

WHEREAS, a public notice has been given by the Borough Clerk that an ordinance entitled:

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

and;

WHEREAS, said ordinance was introduced and passed at a meeting held on Thursday, February 27th, 2020 and that further consideration of this ordinance would be taken up at this meeting; and

WHEREAS, all persons interested in said ordinance were given an opportunity to be heard concerning the same;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Elmwood Park, that an ordinance entitled:

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

pass on final reading.

APPROVED: April 2, 2020

Robert Colletti, Mayor

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 2nd day of April 2020. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
ORDINANCE NO.: 20-09**

**AN ORDINANCE TO EXCEED THE MUNICIPAL BUDGET APPROPRIATION LIMITS
AND TO ESTABLISH A CAP BANK**

WHEREAS, the Local Government Cap Law, N.J.S. 40A: 4-45.1 et seq., provides that in the preparation of its annual budget, a municipality shall limit any increase in said budget to 2.5% unless authorized by ordinance to increase it to 3.5% over the previous year=s final appropriations, subject to certain exceptions; and,

WHEREAS, N.J.S.A. 40A: 4-45.15a provides that a municipality may, when authorized by ordinance, appropriate the difference between the amount of its actual final appropriation and the 3.5% percentage rate as an exception to its final appropriations in either of the next two succeeding years; and,

WHEREAS, the Borough Council of the Borough of Elmwood Park in the County of Bergen finds it advisable and necessary to increase its CY 2020 budget by up to 3.5% over the previous year=s final appropriations, in the interest of promoting the health, safety and welfare of the citizens; and,

WHEREAS, the Borough Council hereby determines that a 1.0% increase in the budget for said year, amounting to \$207,001 in excess of the increase in final appropriations otherwise permitted by the Local Government Cap Law, is advisable and necessary; and,

WHEREAS the Borough Council hereby determines that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years.

NOW THEREFORE BE IT ORDAINED, by the Borough Council of the Borough of Elmwood Park, in the County of Bergen, a majority of the full authorized membership of this governing body affirmatively concurring, that, in the CY 2020 budget year, the final appropriations of the Borough of Elmwood Park shall, in accordance with this ordinance and N.J.S.A. 40A: 4-45.14, be increased by 3.5%, amounting to \$724,505 and that the CY 2020 municipal budget for the Borough of Elmwood Park be approved and adopted in accordance with this ordinance; and,

BE IT FURTHER ORDAINED, that any that any amount authorized hereinabove that is not appropriated as part of the final budget shall be retained as an exception to final appropriation in either of the next two succeeding years; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance as introduced be filed with the Director of the Division of Local Government Services within 5 days of introduction; and,

BE IT FURTHER ORDAINED, that a certified copy of this ordinance upon adoption, with the recorded vote included thereon, be filed with said Director within 5 days after such adoption.

ATTEST: _____

Erin Delaney, MPA, RMC
Borough Clerk

APPROVED: _____

Robert Colletti, Mayor

Introduced: February 27, 2020

Adopted: April 2, 2020

A motion was made by Councilwoman Wechtler and seconded by Councilwoman Ingui to open the floor for public comment. Motion carried unanimously. Borough CFO Roy Riggitano was in attendance to answer any questions.

Victor Mikhailovsky, Augusta Street, inquired as to when the budget was formulated, when it was introduced, and what the anticipated revenues are based on. Additionally, he further went on to question if, given the current circumstances with COVID-19, the Borough anticipates implementing hiring freezes. Mr. Mikhailovsky also posed questions related to the Borough outstanding debt, debt maturity profile, and uncollected taxes.

Jeffrey Freitag, Hillman Drive, requested information on the average tax increase and average value home. Additionally, he asked if there are plans to increase the police department size and if the substation would now be on hold given the current circumstances related to COVID-19.

Joseph Dombrowski, Lincoln Avenue, questioned where in the budget would costs for special counsel be located. Mr. Dombrowski also asked where the increase in the budget is coming from.

No one else from the public wished to be heard. Mayor Colletti closed the public portion.

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-170-20**

**RESOLUTION BY: COUNCILWOMAN PELLEGRINE
SECONDED BY: COUNCILWOMAN INGUI**

ADOPTION OF THE 2020 MUNICIPAL BUDGET

BE IT RESOLVED, that the Mayor and Council of the Borough of Elmwood Park, in the County of Bergen, State of New Jersey hereby adopt the 2020 Municipal Budget set forth herein and shall constitute an appropriation for the purposes stated of the sums therein set forth as appropriations, and authorization in the amount of \$28,091,112.35 for municipal purposes.

2020 Municipal Budget
of the _____ Borough _____ of _____ Elmwood Park _____,
County of _____ Bergen _____ for the fiscal year 2020

Revenue and Appropriation Summaries

Summary of Revenues	Anticipated	
	2020	2019
1. Surplus	3,975,000.00	3,575,000.00
2. Total Miscellaneous Revenues	3,966,908.85	4,695,684.67
3. Receipts from Delinquent Taxes	585,000.00	585,000.00
4. a) Local Tax for Municipal Purposes	18,790,315.50	18,313,582.00
b) Addition to Local District School Tax		
c) Minimum Library Tax	773,888.00	766,594.00
Tot Amt to be Rsd by Taxes for Sup of Mun. Bud	19,564,203.50	19,080,176.00
Total General Revenues	28,091,112.35	27,935,860.67
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Summary of Appropriations	2020 Budget	Final 2019 Budget
1. Operating Expenses: Salaries & Wages	10,651,300.00	9,790,400.00
Other Expenses	11,035,483.85	11,601,508.67
2. Deferred Charges & Other Appropriations	2,524,328.50	2,407,995.00
3. Capital Improvements	100,000.00	100,000.00
4. Debt Service (Include for School Purposes)	1,580,000.00	1,835,957.00
5. Reserve for Uncollected Taxes	2,200,000.00	2,200,000.00
Total General Appropriations	28,091,112.35	27,935,860.67
Total Number of Employees		

2020 Dedicated Water Utility Budget		
Summary of Revenues	Anticipated	
	2020	2019
1. Surplus		
2. Miscellaneous Revenues	3,195,000.00	3,154,600.00
3. Deficit (General Budget)		
Total Revenues	3,195,000.00	3,154,600.00
Summary of Appropriations		
	2020 Budget	Final 2019 Budget
1. Operating Expenses: Salaries & Wages	450,000.00	497,000.00
Other Expenses	2,100,000.00	2,000,000.00
2. Capital Improvements	300,000.00	300,000.00
3. Debt Service	295,000.00	307,600.00
4. Deferred Charges & Other Appropriations	50,000.00	50,000.00
5. Surplus (General Budget)		
Total Appropriations	3,195,000.00	3,154,600.00
Total Number of Employees		

Balance of Outstanding Debt		
	General	Utility - Other
Interest	250,000.00	
Principal	1,075,000.00	
Outstanding Balance	11,220,000.00	

APPROVED: April 2, 2020

Robert Colletti, Mayor

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

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

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 2nd day of April 2020. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated _____

**BOROUGH OF ELMWOOD PARK
BERGEN COUNTY, NEW JERSEY
RESOLUTION R-171-20**

CONSENT AGENDA

**RESOLUTION BY: COUNCILWOMAN WECHTLER
SECONDED BY: COUNCILWOMAN BALISTRIERI**

**APPOINTMENT OF MASTER PLAN PLANNER
TOPOLOGY NJ, LLC.**

WHEREAS, the Mayor and Council of the Borough of Elmwood Park, County of Bergen, State of New Jersey recognize the need for a Master Plan Planner for the Borough of Elmwood Park’s Master Plan which is to be completed by December 31, 2020; and

WHEREAS, pursuant to the provisions of N.J.S.A. 19:45A-20.5 et seq., referred to as New Jersey Pay-to Play Law, and the Mayor and Council solicited proposals on Wednesday, March 11, 2020 for this service; and

WHEREAS, the Borough of Elmwood Park received 3 proposals to that request; and

WHEREAS, the proposals were opened on Friday, March 13th, 2020 and evaluated by a Committee of the Council to determine if responses met the needs of the Borough of Elmwood Park;

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Elmwood Park, County of Bergen, State of New Jersey do hereby secure the Services of Topology NJ, LLC., 60 Union Street, Newark, NJ at a rate of \$3,750 per month over an 8-month period, with a not to exceed amount of \$30,000.00 out of the Town Planner – Other Expenses – Master Plan budget line item; and

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Elmwood Park that Mayor Robert Colletti and Borough Clerk Erin Delaney are hereby authorized to execute the professional planning consulting contract between the Borough of Elmwood Park and Topology.

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

April 1, 2020
Dated

APPROVED: April 2, 2020

Robert Colletti, Mayor

ATTEST: _____
Erin Delaney, MPA, RMC
Borough Clerk

Record of Council Vote on Passage

	AYE	NAY	Abstain	Absent		AYE	NAY	Abstain	Absent
Fasolo	X				Pellegrine	X			
Golabek	X				Wechtler	X			
Ingui	X				Balistrieri	X			

This resolution was approved by the Mayor and Council of the Borough of Elmwood Park at a regular scheduled meeting held on the 2nd day of April 2020. Signed and sealed before me.

Erin Delaney, MPA, RMC
Borough Clerk

Dated

Mayor Colletti briefly asked for a moment of silence for a resident who had recently passed away and served the Borough of Elmwood Park in many capacities.

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

Respectfully submitted,

Erin Delaney, MPA, RMC
Borough Clerk

Minutes approved at the April 16, 2020 Regular Meeting of the Mayor and Council