

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

The Reorganization Meeting of the Municipal Council of the Borough of Ho-Ho-Kus was held in the Municipal Building at 333 Warren Avenue, Ho-Ho-Kus, NJ on January 3, 2023. The meeting was called to order at 7:05 p.m. by Mayor Randall who asked the Clerk to read the open a public meeting statement:

The Reorganization Meeting of the Mayor and Council of the Borough of Ho-Ho-Kus is now in session in accordance with the provisions of Section 5 of the “Open Public Meetings Act”, adequate notice of this meeting has been posted in the front lobby entrance to the Borough Hall and Council Chambers, a copy has been filed with the Borough Clerk, and copies of the Annual Notice of Meetings, of which this is a part, have been heretofore sent to the Record and the Ridgewood News.

FLAG SALUTE:

Mayor Randall led those present in the salute to the American Flag.

INVOCATION:

Father Frank Delprete of St Gabriel’s Church offered the Invocation

OATH OF OFFICE ADMINISTERED TO:

Mayor Randall administered the Oath to re-elected Councilman Crossley and Councilwoman

ROLL CALL:

Mayor.....	Thomas W. Randall
Councilman.....	Douglas Troast – Absent
Councilman.....	Steven Shell - Absent
Councilman.....	Edward Iannelli
Councilman.....	Kevin Crossley
Councilman.....	Dane Policastro
Councilwoman.....	Kathleen Moran

Also, in attendance: Tim Wiss Borough Attorney; William Jones, Borough Administrator; Joan Herve, Borough Clerk.

ELECTION OF COUNCIL PRESIDENT

Mayor Randall opens nomination of Council President.

Councilmember Crossley offered the name of Councilmember Troast to be Council President for the year 2023.

Councilmember Policastro seconds the nomination and moves that the nominations be closed.

Mayor Randall calls for a roll call vote on the close of nominations, all present voting “Ayes”.

Mayor Randall instructs the Clerk to record that one vote be cast electing Councilmember Troast as Council President for the year 2023.

2023 APPOINT BOARD LIAISONS

Library – **Policastro**

Board of Education – **Policastro**

Ambulance Corps – **Crossley**

Board of Health – **Moran**

Chamber of Commerce – **Shell**

Zoning Board – **Shell**

Recreation – **Iannelli**

Insurance- **Crossley**

Construction- **Troast**

2023 COUNCIL COMMITTEES

Public Safety Committee

Police Commissioner - **Troast**

Fire Commissioner- **Shell**

Ambulance. Commissioner – **Crossley**

Deputy Commissioner - **Iannelli**

Deputy Commissioner - **Crossley**

Deputy Commissioner - **Iannelli**

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Public Works & Properties Committee

Road Chairperson - **Moran**

Water Chairperson - **Moran**

Finance Unit Committee

Finance Chairperson - **Shell**

Deputy Chairperson - **Troast**

Community Relations Committee

Chairperson - **Shell**

Deputy Chairperson - **Moran**

Shade Tree/Beautification Committee

Chairperson - **Crossley**

Deputy Chairperson - **Iannelli**

Deputy Chairperson - **PolICASTRO**

Moved: Councilmember Iannelli

Seconded: Councilmember Moran

On a roll call vote, all present voted – “aye”

APPOINTMENTS OF BOROUGH EMPLOYEES BY MAYOR RANDALL FOR 2023 (Council Confirmation required)

Mayor Randall then stated: "Honorable members of the Council with your advice and consent, I hereby submit the following list of appointments of Borough employees for the year 2023, or as otherwise provided by statute."

EMPLOYEE

POSITION

William Jones

Borough Administrator
Human Resources Director

Joan Herve

Borough Clerk, RMC
Registrar of Vital Statistics
Registrar of Elections
Board of Health Secretary
Claims Processor
Public Agency Compliance Officer
Security Information Officer
Municipal Housing Liaison

Diane Cebulski

Assistant to Police Chief & Boro Administrator
Record Clerk/Receptionist

Jeffrey Kropiewnicki

Tax Collector
Payroll Supervisor
IT Officer

Lisa Perricelli

Solid Waste Registrar
Water Registrar
Deputy Purchasing Agent/Tax Collector

Joseph Citro

CFO, QPA, Treasurer

David Males

Financial Assistant

JoAnn Carroll

Secretary Planning/Zoning Board and
Construction Office

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Rosemarie Novelli-Salyer
Sherri D'Alessandro

Court Administrator, CMCA/Violations Clerk
Acting Municipal Court Administrator, CMCA

Daniel McEldowney

Property Maintenance Officer/Fire Marshall
Fire Prevention and Fire Inspector

Edward Gartner

Recreation Director

John Carroll
Shawn Furlipa
Aiden Berkenbush
Julie Tyler
Diane Cebulski
Sherri Gusta
William Wright
Yuzhen Mo
Kara Rector
Kevin Joyce
Robert Lam
Christopher Demetriou
Rueben Archills
Linda Goodwin
Susie Lee
David Chua
Fong Law
Guo Lin
Carol Tyler
David Epstein
Mark Lazorqitz
Dave Biswurm
Thomas Gusta
Diane Cebulski
Carol Tyler
Morgan Taylor
Jay Ludwig

Police Dispatcher/Full Time
Police Dispatcher/Full Time
Police Dispatcher/Full Time
Police Dispatcher/Full Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Police Dispatcher/Part Time
Crossing Guard
Crossing Guard
Crossing Guard
Crossing Guard
Crossing Guard
Substitute Crossing Guard
Substitute Crossing Guard
Substitute Crossing Guard
Substitute Crossing Guard
Substitute Crossing Guard
Police Matron
Police Matron
Library Director
Coordinator of OEM

Councilman Iannelli moves that the foregoing appointments approved for the year 2023 or as otherwise provided by statute.

Second: Councilman Crossley

On a roll call vote, all present voted "aye"

OATH OF OFFICE ADMINISTERED TO:

William Jones- Borough Administrator: Oath by Mayor Randall

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

BOARD APPOINTMENTS (VARIOUS TERMS) BY MAYOR RANDALL

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

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

PLANNING BOARD

<u>NAME</u>	<u>TERM</u>	<u>EXPIRES</u>
William Jones Class II	1/1/2023	12/31/2023
Dane Policastro Class III	1/1/2023	12/31/2023
Vacant - Alternate 2		

ZONING BOARD

<u>NAME</u>	<u>TERM</u>	<u>EXPIRES</u>
Leonard Taratino	1/1/2023	12/31/2026
Maura Deegan – (Finishing up Frank Cox Term)	1/1/2023	12/31/2023
Sergio Martinez - (Finishing up George Forst Term)	1/1/2023	12/31/2023
Vacant – Alt. 1		
Vacant – Alt. 2		

LIBRARY BOARD OF TRUSTEES

<u>NAME</u>	<u>TERM</u>	<u>EXPIRES</u>
John Mongelli	1/1/2023	12/31/2025
Herman Crowley	1/1/2023	12/31/2026
Hugh Turk	1/1/2023	12/31/2027

SHADE TREE/BEAUTIFICATION COMMITTEE

<u>Executive Committee</u>	<u>TERM</u>	<u>EXPIRES</u>
Councilman Crossley	1/1/2023	12/31/2023
Councilman Iannelli	1/1/2023	12/31/2023
Councilman Policastro	1/1/2023	12/31/2023
<u>General Members</u>		
Jeff Pattman	1/1/2023	12/31/2023
Steve Scanapico	1/1/2023	12/31/2023
Megan Fox	1/1/2023	12/31/2023
Missy McCloskey	1/1/2023	12/31/2023
Lourdes Carus	1/1/2023	12/31/2023
Kathleen Raschdorf	1/1/2023	12/31/2023
Ron Forcellati	1/1/2023	12/31/2023
Max Stokes	1/1/2023	12/31/2023
Cassie Cavallo	1/1/2023	12/31/2023
Daniel Chase	1/1/2023	12/31/2023

RECREATION COMMISSION

Recreation Commission Council	1/1/2023	12/31/2023
-------------------------------	----------	------------

Moved: Councilmember Crossley
Seconded: Councilmember Iannelli
On a roll call vote, all present voted – “aye”

CONSENT AGENDA RESOLUTIONS (23-01 thru 23-33)

All Items listed were considered to be routine and non-controversial by the Mayor and Council and were approved by one motion.

Resolution #23-01

A Resolution – Professional Services for 2023

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 2023; and

WHEREAS, it is anticipated that the expenditures for each of such professional services will/may exceed the

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

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 2023 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:	1. Legal Services & Costs - Other Expenses
	2. Prosecutor – Salary & Wages
	3. Public Defender – Other Expenses
	4. Capital Ordinances
FOR ACCOUNTING SERVICES:	1. Financial Administration - Other Expenses
	2. Capital Ordinances
	3. Water Utility - Other Expenses
	4. Solid Waste Utility - Other Expenses
FOR LABORATORY SERVICES:	1. Water Utility - Other Expenses
FOR ANIMAL CONTROL SERVICES:	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 below named professionals, as applicable have completed, submitted and filed a Business Entity Certification Disclosure which certifies that the below named persons and/ or entities have not made any reportable contributions to any political or candidate committee including (committee to elect Crossley and Moran) Ho-Ho-Kus Republican organization; Ho-Ho-Kus Democratic organization;) in the previous one (1) year, and that the contract will prohibit the below 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:

That the appointment of:

1.

Garbarini & Co.	Borough Auditor
Wiss & Bouregy, P.C.	Borough Attorney/Tax Appeal Attorney/Labor Attorney
Rogut McCarthy, PC	Bond Counsel
Schwanewede/Hals	Borough Engineer
Burgis Associates	Borough Planner
Christopher Botta	Borough Prosecutor
Gary J. Cucchiara, LLC	Borough Planning Board & Borough Zoning Board Attorney
Robert Metzdorf Esq	Public Defender
Louis D'Angelis Esq	Alternate Public Defender
Richard Rosa Esq	Alternate Municipal Prosecutor
H2M Architects and Engineering	Environmental Engineer
Elizabeth Stewart	Arborist Services
Carol Tyler-Tyco Inc.	Animal Control Officer & Cruelty Investigator

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Pascack Data Services	IT Services
Boswell Engineer	Water & Sewer Engineer
SCS Engineers	Environmental Consultant Services
Clarke, Caton Hintz	COAH Planner, for the calendar year 2023

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 and borough planner 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, Borough Planner 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.

Resolution #23-02

A Resolution – Retain Insurance Advisors for 2023

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 2023; 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 2023 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 below named professionals have completed, submitted and filed a Business Entity Certification

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Disclosure which certifies that the below named persons and/ or entities have not made any reportable contributions to any political or candidate committee including (committee to elect Crossley and Moran), 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 below 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 2023, 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.

Resolution #23-03

A Resolution - 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 2023.

Resolution #23-04

A Resolution – Investment of Fund

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.

Resolution #23-05

A Resolution – 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 7:00 P.M. be and is hereby designated as the official Regular Public meeting night of the Mayor and Council for the year 2023

BE IT FURTHER RESOLVED that the third Tuesday of each month at 7:00 P.M. be and the same is hereby designated as the official Work Session meeting night of the Mayor and Council for the year 2023; with the exception of March which is the 2nd Tuesday; official action may be taken.

BE IT FURTHER RESOLVED that the April through December meetings are hereby designated as the official combined Work/Public meeting nights of the Mayor and Council for the year 2023; 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, at the Work Session, and at the Combined Work/Public meetings as set forth herein.

All meetings shall be held in the Council Chambers of the Borough Hall, Ho-Ho-Kus, New Jersey, 333 Warren Avenue, Ho-Ho-Kus, NJ.

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

	<u>Work</u>	<u>Public</u>
January	--	24 (combined)
February	21	28
*March	14	28
April	--	25 (combined)
May	--	23 (combined)
June	--	27 (combined)
July	--	25 (combined)
August	--	22 (combined)
September	--	26 (combined)
October	--	24 (combined)
*November	21 (combined)	--
*December	19 (combined)	--

Resolution #23-06

A Resolution – 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 2023.

1) Valley Bank

Resolution #23-07

A Resolution – Official Newspapers

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Ridgewood News 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 2023, 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.

Resolution #23-08

A Resolution – 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 \$ 10,000.00 if not paid by the end of the fiscal year unless stated otherwise on the front of this bill. 2023 Real Estate Taxes will be advertised for sale after November 11, 2023; and
BE IT FURTHER RESOLVED, that there will be a \$25.00 service charge on Returned Checks.

Resolution #23-09

A Resolution – Authorized Signatures on Checks

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that effective January 1, 2023, 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, and Recreation Commission Accounts shall be: The Mayor or President of the Council and two of the following: Chief Financial Officer, Assistant Treasurer, Borough Administrator, 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 Developer's Escrow, Recreation

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

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, Borough Administrator and 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.

Resolution #23-10

A Resolution – 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 \$250.00 be and is hereby established for the Borough of Ho-Ho-Kus for the year 2023.

Resolution #23-11

A Resolution – Purchase Agreement Authorization

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 2023.

Resolution #23-12

A Resolution – Transfer of Interest

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 #23-13

A Resolution – Private Cars

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 62.5 cents. per mile or current year prevailing IRS rate.

Resolution #23-14

A Resolution – Payroll

WHEREAS, the Mayor and Council of the Borough of Ho-Ho-Kus for the calendar year 2023, have established every 15th and the last day 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 Treasurer is authorized to release all payroll checks at 4:30 P.M. on the day before.

Resolution #23-15

A Resolution – Waive Water Penalties

WHEREAS, from time to time, for reasons assignable to neither, neither the property neither 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

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

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 #23-16

A Resolution – Tax Appeals

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 2023;

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 2023;

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 #23-17

A Resolution – Tort Claim Notice Format

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 3rd day of January, 2023 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 #23-18

A Resolution – Interlocal Well Baby Clinic

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 #23-19

A Resolution – Interlocal Traffic & Fire Signals

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.

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Resolution #23-20

A Resolution – Interlocal 911

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 #23-21

A Resolution – Fire Dept. Mutual Aid

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.

Resolution #23-22

A Resolution – Insurance Fund Representative

WHEREAS, the by-laws of the Bergen County Municipal Joint Insurance Fund require each municipality to appoint a Commissioner Representative
NOW, THEREFORE, BE IT RESOLVED that Council Member Kevin Crossley be the elected official to represent the Borough of Ho-Ho-Kus for the term expiring December 31, 2023.
BE IT FURTHER RESOLVED that William Jones, Borough Administrator, be appointed the alternate.

Resolution #23-23

A Resolution – Local Emergency Management Council

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
Dane Policastro	Deputy Emergency Management Coordinator
Michael La Croix	Police Chief/ Asst. EMC.
William Jones	Administrator
Tim Dench	Acting Fire Chief
Jeffrey Pattman	Supervisor/DPW/Roads
Gordon Hamm	EMS Captain
Carol Tyler	A.C.O.
Chris Joy Sr.	Resource Coordinator
Mark Berninger	Construction Code Official
Namitha Reddy	Health Officer
Richard Bierwas, Reverend	Shelter Co-Coordinator
John Hanlon	Planning Board Chair / Mitigation
Diane Mardy	Superintendent, Lloyd Road School
Alternates:	
Greg McBain	Police Captain/P.D. Liaison
Brian Dench	Fire Department Representative

Resolution #23-24

A Resolution – Interlocal Vehicle Repair

WHEREAS, the Borough of Ho-Ho-Kus is continually seeking ways to reduce costs while improving

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

efficiency and services to the community; and

WHEREAS, it has been found that the costs involved with the repair and maintenance of Ho-Ho-Kus Borough Vehicles can be greatly reduced through an inter-local agreement with the neighboring Borough of Paramus; and

WHEREAS, such an agreement for repairs and maintenance would include: parts, tires, motor oil, hydraulic oil, transmission fluid, anti-freeze, coolant, gear oil, Freon, scheduled repairs and maintenance, and unscheduled repairs,

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

Resolution #23-25

A Resolution – Rapid Deployment Force

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., manmade 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:15-156, NJSA 40A-156.1, NJSA 40A:15-156.4 AND NJSSSA 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.

Resolution #23-26

A Resolution – 2023 Temporary Budget

BE IT RESOLVED that the Temporary Budget for 2023 is 26.25% of the 2022 Budget of Ho-Ho-Kus.

Resolution #23-27

A Resolution – Court Appointments

WHEREAS, the Municipal Court of the Borough of Ho-Ho-Kus finds it necessary to appoint a person as Acting Municipal Court Administrator, as part-time, as needed; and

WHEREAS, the Municipal Court of the Borough of Ho-Ho-Kus finds it necessary to appoint a person as Violations Clerk, as part-time, as needed; and

WHEREAS, Sherri D'Alessandro with the appropriate certification, has been appointed to these positions; and

NOW, THEREFORE BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that Sherri D' Alessandro, CMCA, from Upper Saddle River, is hereby appointed as Acting Municipal Court Administrator, for a compensation of \$2000 annually at \$20 per diem and \$97.56 per court session per diem as needed.

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

Resolution #23-28

A Resolution – Policy & Procedures Manual

BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that the Employee Policy & Procedures Manual is hereby adopted for the year 2023.

Resolution #23-29

A Resolution – Borough Employee Salaries and Wages (TABLED)

Resolution #23-30

A RESOLUTION TO AFFIRM THE BOROUGH OF HO-HO-KUS' CIVIL RIGHTS POLICY WITH RESPECT TO ALL OFFICIALS, APPOINTEES, EMPLOYEES, PROSPECTIVE EMPLOYEES, VOLUNTEERS, INDEPENDENT CONTRACTORS, AND MEMBERS OF THE PUBLIC THAT COME INTO CONTACT WITH MUNICIPAL EMPLOYEES, OFFICIALS AND VOLUNTEERS

WHEREAS, it is the policy of Borough of Ho-Ho-Kus to treat the public, employees, prospective employees, appointees, volunteers and contractors in a manner consistent with all applicable civil rights laws and regulations including, but not limited to the Federal Civil Rights Act of 1964 as subsequently amended, the New Jersey Law against Discrimination, the Americans with Disabilities Act and the Conscientious Employee Protection Act for calendar year 2023, and

WHEREAS, the governing body of Borough of Ho-Ho-Kus has determined that certain procedures need to be established to accomplish this policy NOW, THEREFORE BE IT ADOPTED, by the Mayor and Council of the Borough of Ho-Ho-Kus that: Section 1: No official, employee, appointee or volunteer of the Borough of Ho-Ho-Kus by whatever title known, or any entity that is in any way a part of the Borough of Ho-Ho-Kus shall engage, either directly or indirectly in any act including the failure to act that constitutes discrimination, harassment or a violation of any person's constitutional rights while such official, employee, appointee volunteer, or entity is engaged in or acting on behalf of the Borough of Ho-Ho-Kus' business or using the facilities or property of the Borough of Ho-Ho-Kus.

Section 2: The prohibitions and requirements of this resolution shall extend to any person or entity, including but not limited to any volunteer organization or inter-local organization, whether structured as a governmental entity or a private entity, that receives authorization or support in any way from the Borough of Ho-Ho-Kus to provide services that otherwise could be performed by the Borough of Ho-Ho-Kus.

Section 3: Discrimination, harassment and civil rights shall be defined for purposes of this resolution using the latest definitions contained in the applicable Federal and State laws concerning discrimination, harassment and civil rights.

Section 4: The Borough Administrator shall establish written procedures for any person to report alleged discrimination, harassment and violations of civil rights prohibited by this resolution. Such procedures shall include alternate ways to report a complaint so that the person making the complaint need not communicate with the alleged violator in the event the alleged violator would be the normal contact for such complaints.

Section 5: No person shall retaliate against any person who reports any alleged discrimination, harassment or violation of civil rights, provided however, that any person who reports alleged violations in bad faith shall be subject to appropriate discipline.

Section 6: The Borough Administrator shall establish written procedures that require all officials, employees, appointees and volunteers of the Borough of Ho-Ho-Kus as well as all other entities subject to this resolution to periodically complete training concerning their duties, responsibilities and rights pursuant to this resolution.

Section 7: The Borough Administrator shall establish a system to monitor compliance and shall report at least annually to the governing body the results of the monitoring.

Section 8: At least annually, the Borough Administrator shall cause a summary of this resolution and the procedures established pursuant to this resolution to be communicated within the Borough of Ho-Ho-Kus. This communication shall include a statement from the governing body expressing its unequivocal

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

commitment to enforce this resolution. This summary shall also be posted on the Borough of Ho-Ho-Kus' web site.

Section 9: This resolution shall take effect immediately.

Section 10: A copy of this resolution shall be published in the official newspaper of the Borough of Ho-Ho-Kus in order for the public to be made aware of this policy and the Borough of Ho-Ho-Kus' commitment to the implementation and enforcement of this policy.

Resolution #23-31

A RESOLUTION AUTHORIZING THE BOROUGH OF HO-HO-KUS POLICE DEPARTMENT
TO PARTICIPATE IN THE DEFENSE LOGISTICS AGENCY, LAW ENFORCEMENT SUPPORT
OFFICE, 1033 PROGRAM TO ENABLE THE HO-HO-KUS POLICE DEPARTMENT TO REQUEST
AND ACQUIRE EXCESS DEPARTMENT OF DEFENSE EQUIPMENT.

WHEREAS, the United States congress authorized the Defense Logistics Agency (DLA) Law Enforcement Support Office (LESO) 1033 Program to make use of excess Department of Defense personal property by making that personal property available to municipal, county and State law enforcement agencies (LEAs); and WHEREAS, DLA rules mandate that all equipment acquired through the 1033 Program remain under the control of the requesting LEA; and

WHEREAS, participation in the 1033 Program allows municipal and county LEAs to obtain property they might not otherwise be able to afford in order to enhance community preparedness, response, and resiliency; and

WHEREAS, although property is provided through the 1033 Program at no cost to municipal and county LEAs, these entities are responsible for the costs associated with delivery, maintenance, fueling, and upkeep of the property, and for specialized training on the operation of any acquired property; and

WHEREAS, N.J.S.A. 40A:5-30.2 requires that the governing body of the municipality or county approved, by a majority of the full membership, both enrollment in, and the acquisition of any property through, the 1033 Program; and

NOW THEREFORE BE IT RESOLVED, by the Borough Council of the Borough of Ho-Ho-Kus that the Ho-Ho-Kus Police Department is hereby authorized to enroll in the 1033 Program for no more than a one-year period, with authorization to participate terminating on December 31 of the current calendar year from January 1, 2023 to December 31, 2023; and

NOW THEREFORE BE IT FURTHER RESOLVED, that the Ho-Ho-Kus Police Department is hereby authorized to acquire items of non-controlled property designated "DEMIL A," which may include office supplies, office furniture, computers, electronic equipment, generators, field packs, non-military vehicles, clothing, traffic and transit signal systems, exercise equipment, farming and moving equipment, storage devices and containers, tools, medical and first aid equipment and supplies, beds and sleeping mats, wet and cold weather equipment and supplies, respirators, binoculars, and any other supplies or equipment of non-military nature identified by the LEA, if it shall become available in the period of time for which this resolution authorizes, based on the need of the Ho-Ho-Kus Police Department without restriction.

BE IT FURTHER RESOLVED, that the Ho-Ho-Kus Police Department is hereby authorized to acquire the following "DEMIL B through Q," property, if it shall become available in the period of time for which this resolution authorizes.

BE IT FURTHER RESOLVED, that the "DEMIL B through Q," controlled 3-page property list in its entirety is hereby approved and hereto attached to this resolution.

BE IT FURTHER RESOLVED, that the Ho-Ho-Kus Police Department shall develop and implement a full training plan and policy for the maintenance and use of acquired property.

BE IT FURTHER RESOLVED, that the Ho-Ho-Kus Police Department shall provide a quarterly accounting of all property obtained through the 1033 Program which shall be available to the public upon request.

BE IT FURTHER RESOLVED, that his resolution shall take effect immediately and shall be valid to authorize request to acquire "DEMIL A" property and "DEMIL B through Q" property that may be made available through the 1033 Program during the period of time which this resolution authorizes; with program

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

participation and all property request authorization terminating on December 31st of the current calendar year from January 1, 2023 to December 31, 2023.

Resolution #23-32

RESOLUTION ELIMINATING DUPLICATE COVERAGE OPT-OUT PAYMENTS FOR
EMPLOYEES WHO VOLUNTARILY DECLINE TO PARTICIPATE IN THE
BOROUGH'S HEALTH BENEFITS COVERAGE

WHEREAS, the Borough of Ho-Ho-Kus ("Ho-Ho-Kus") has employees and their dependents who participate in the municipality's employee benefits program; and

WHEREAS, effective upon adoption of this Resolution, Ho-Ho-Kus will no longer offer, pursuant to N.J.S.A. 40A:10-17.1 and N.J.S.A. 52:14-17.31a, any cash payments for "opting out" of coverage, but will provide the opportunity for employees to opt out of duplicate major medical coverage to avoid incurring employee contributions; and

WHEREAS, any employee who chooses to participate in the opt out program must fulfill all lawful requirements of the program, including filling out all appropriate forms; and

WHEREAS, any employee who chooses to participate in the program must also provide proof of duplicate health insurance before approval is given; and

WHEREAS, Ho-Ho-Kus' opt out program will conform to all statutory requirements and Local Finance Notice 2011-20; and

WHEREAS, no payment shall be provided to any employee who chooses to participate in the opt out program; NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Ho-Ho-Kus that Ho-Ho-Kus hereby implements a duplicate coverage opt out program for employees who voluntarily decline to participate in Ho-Ho-Kus' health benefits coverage with no cash payment.

Resolution #23-33

A Resolution – Appointment to the 10 Orvil Court Improvements Committee

WHEREAS, there currently exists a need to create a committee of members to assist in making recommendations to the Governing Body for the purpose of improvements and uses of 10 Orvil Court;

WHEREAS, the Governing Body wishes to appoint members to such committee for the purpose of providing advice and recommendations to the Governing Body, including advice regarding any improvements to and uses of 10 Orvil Court;

WHEREAS, the Mayor wishes to make the following appointments to the "Ho-Ho-Kus 10 Orvil Court Improvements Committee ("Committee"),

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Ho-Ho-Kus that the "Ho-Ho-Kus 10 Orvil Court Improvements Committee" is hereby established;

BE IT FURTHER RESOLVED that the Mayor may make appointments to the Committee for a one year term beginning on January 1 of a given year and that any current appointments made mid-year shall be for the balance of the remaining year;

BE IT FURTHER RESOLVED that the Mayor is further authorized to select Chairperson member for the Committee and has made the following appointments to general committee membership for the year 2023:

Chairperson:

Council Member Dane Policastro

General Members

Council Member Doug Troast

Council Member Kevin Crossley

John Mongelli

Jeff Clutterbuck

Leann Surz

Morgan Taylor

Max Stokes

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

BE IT FURTHER RESOLVED that the Committee, in addition to running any Committee meetings, shall be responsible for preparing a report to the Governing Body, based on the advice and recommendations of the general members of the Committee, and that a written report shall be prepared at least once a year;

BE IT FURTHER RESOLVED, all Committee members shall serve without compensation.

Resolution #23-34

A Resolution – Appointment to the Celebration of Public Events Committee

WHEREAS, there currently exists a need to create a committee of members to assist in making recommendations to the Governing Body for the purpose of celebrating Ho-Ho-Kus, its residents, and public events;

WHEREAS, the Governing Body wishes to appoint members to such committee for the purpose of providing advice and recommendations to the Governing Body;

WHEREAS, the Mayor wishes to make the following appointments to the “Ho-Ho-Kus Celebration of Public Events Committee (“Committee”),

NOW THEREFORE BE IT RESOLVED by the Governing Body of the Borough of Ho-Ho-Kus that the “Ho-Ho-Kus Celebration of Public Events Committee” is hereby established;

BE IT FURTHER RESOLVED that the Mayor may make appointments to the Committee for a one year term beginning on January 1 of a given year and that any current appointments made mid-year shall be for the balance of the remaining year;

BE IT FURTHER RESOLVED that the Mayor is further authorized to select Chairperson member for the Committee and has made the following appointments to general committee membership for the year 2023:

Chairman

Edmund Iannelli

Members

Steven Shell

Kathleen Moran

BE IT FURTHER RESOLVED that the Committee, in addition to running any Committee meetings, shall be responsible for preparing a report to the Governing Body, based on the advice and recommendations of the general members of the Committee, and that a written report shall be prepared at least once a year;

BE IT FURTHER RESOLVED, all Committee members shall serve without compensation.

A motion was offered by Councilman Iannelli seconded by Councilman Policastro to approve Resolutions #23-01 through #23-34. Motion carried on a roll call vote – All present voting “Aye”.

NEW BUSINESS

PUBLIC DISCUSSION

Mayor opened the meeting to the public. He stated if anyone desired to be heard, please raise your hand and to be recognized, come forward to the microphone and state your name and address for the record.

Seeing none, the Mayor closed the meeting to the public

MAYOR REMARKS

Mayor Randall introduced the borough new Prosecutor Christopher Botta & administered the Oath of Office to Mr. Botta.

Mayor thanked the Council & the staff for their support and their performance over the past year.

BENEDICTION:

Pastor Richard Bierwas of Ho-Ho-Kus Community Church offered the Benediction.

Borough of Ho-Ho-Kus
County of Bergen
Mayor and Council Reorganization Meeting
January 3, 2023

ADJOURNMENT

With no further business to come before the Council and on a motion by Councilmember Crossley, seconded by Councilman Iannelli, Mayor Randall adjourned the meeting at 7:30 PM.

Respectfully submitted,

Joan Herve, RMC/CMR
Borough Clerk