

**BOROUGH OF MAYWOOD  
REORGANIZATION MEETING  
JANUARY 3, 2024  
7:00PM**

**INVOCATION**

**SALUTE TO THE FLAG & MOMENT OF SILENCE**

**STATEMENT OF COMPLIANCE WITH THE OPEN PUBLIC MEETINGS ACT**

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.

Now, therefore be advised, that the meeting requirements for this meeting have been met by publishing a meeting notice in The Record and Our Town 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 December 26, 2023.

This meeting is being recorded by video.

**CERTIFICATION OF GENERAL ELECTION – COUNTY CLERK JOHN S. HOGAN**

**November 7, 2023**

**Full Term**

Richard Bolan – 1,244 votes  
Samuel Conoscenti – 1,161 votes  
Ryan Ullman – 1,315 votes  
Claire A. Padovano – 1,426 votes  
Richard C. Conte – 1,043 votes  
Jeannine M. Contento – 945 votes

**SWEARING IN CEREMONY:**

Mayor Richard Bolan  
Installing Officer: U.S. Representative Bill Pascrell

Councilmember Ryan Ullman  
Installing Officer: Borough Clerk Barbara Dispoto

Councilmember Claire A. Padovano  
Installing Officer: Judge Gregg A. Padovano

**ROLL CALL**

Members of the Governing Body present: Mayor Bolan ( ) Council members Cicarelli ( ) Conoscenti ( )  
DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( ) Borough Administrator Febre ( ) Borough Clerk Dispoto ( )

**Mayor Bolan** appointed **John L. Schettino, Esq.** as Borough Attorney for a one-year term expiring 12/31/24 and asked for confirmation.

**Council member** \_\_\_\_\_ moved for confirmation of the appointment and adoption of **Resolution #1-24** as distributed to the Mayor and Council; seconded by **Council member** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** asked the pleasure of the Council regarding **President of the Council**.

**Councilmember** \_\_\_\_\_ nominated **Councilmember** \_\_\_\_\_; seconded by **Councilmember** \_\_\_\_\_.

**Councilmember** \_\_\_\_\_ moved that the nominations be closed; seconded by **Councilmember** \_\_\_\_\_.

**Councilmember** \_\_\_\_\_ moved to appoint **Councilmember** \_\_\_\_\_ as President of the Council; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** administered the Oath of Office to the Council President.

**Councilmember** \_\_\_\_\_ moved for adoption of the Annual Schedule of Meetings, **Resolution #2-24**, as distributed to the Mayor and Council; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** administered the Oath of Office to the Fire Department Officers for 2024:

**John Gargagliano**, Chief  
**Roy DeYoung**, Assistant Chief  
**Anthony Scozzafava**, Deputy Chief

**Mayor Bolan** administered the Oath of Office to the Fire Police Officers for 2024:

**David Nauta**, Captain  
**Karen Stavola**, Lieutenant  
**John Montany**, Sergeant

**Mayor Bolan** appointed **Steven D. Wielkotz**, Registered Municipal Accountant, as Auditor for 2024, whose duties shall be to prepare financial statements, assist in preparation of the 2024 budget and make the compulsory audit report in accordance with the statutes so made and provided, and asked for confirmation.

**Councilmember** \_\_\_\_\_ moved for confirmation of the appointment and adoption of **Resolution #3-24** as distributed to the Mayor and Council; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** appointed **Steven L. Rogut** as Bond Counsel for the year 2024 and asked for confirmation.

**Councilmember** \_\_\_\_\_ moved for confirmation of the appointment and adoption of **Resolution #4-24** as distributed to the Mayor and Council; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** appointed **Thomas Tuttle** as **Fire Prevention Official** for a one-year term expiring 12/31/24 and asked for confirmation.

**Councilmember** \_\_\_\_\_ moved for confirmation of the appointment and adoption of **Resolution #5-24** as distributed to the Mayor and Council; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan** made the following appointments as stated on the agenda and asked for confirmation:

**FIRE INSPECTORS** - for a one-year term expiring 12/31/24

**Michael Rau**                      **Richard Minervini**                      **Christopher Collova**                      **Mark Pavlik**

**Maureen Paul** – Board of Fire Officers - Board Secretary for one-year term expiring 12/31/24.

**John Buskiewicz** – Fire Department Mechanic for one-year term expiring 12/31/24.

**Father Tony Ricarte** – Maywood Fire Department Chaplin for one-year term expiring 12/31/24.

**Reverend Doctor Bessie Duncan of the Unity Church of Christ** - Chaplain to the Maywood Police Department for a one-year term expiring 12/31/24.

**Local Emergency Management Organization** - for a one-year term expiring 12/31/24

<b>Richard Bolan</b>	Mayor
<b>Sheryl Luna</b>	Finance
<b>John Gargagliano</b>	Fire Department
<b>David Nauta</b>	Fire Police
<b>Philip Cheff</b>	Damage Assessment
<b>Daniel Callahan</b>	Sara Site
<b>Richard Bolan</b>	Media
<b>John S. Gargagliano</b>	Director (un-expired 3yr term ending 12/31/25)
<b>William Colacurcio</b>	Deputy Director
<b>Christopher Tuttle</b>	Deputy Director
<b>Tara Grunstra</b>	Board of Health
	Shelter
<b>William Colacurcio</b>	Resource Management
<b>Thomas Tuttle</b>	Communications
	Logistics / Resources
<b>Gary Neumann</b>	Public Works
<b>Barbara L. Dispoto</b>	Official Search Officer for Municipal Improvements for a one-year term expiring 12/31/24.

**Police Matrons** - for a one-year term expiring 12/31/24

**Felicia Benson-Kraft**                      **Diane Morrell**

**Historical Advisory Committee** - for a one-year term expiring 12/31/24

<b>Betty Fetzer – Borough Historian</b>			
<b>Carol Dass</b>	<b>Deborah Ames</b>	<b>Harry Hillenius</b>	<b>Mary Boggia</b>
<b>Jeffrey Ames</b>	<b>Thomas Anzevino</b>	<b>Michael Smith</b>	

**Insurance Safety Committee** for a one-year term expiring 12/31/24

<b>Mayor Richard Bolan</b>	<b>Adrian Febre</b>	<b>Barbara L. Dispoto</b>
<b>Tara Grunstra</b>	<b>Captain David Nauta</b>	<b>Germaine Gallitano</b>
<b>Gary Neumann</b>	<b>Lisa Schieli</b>	<b>Sheryl Luna</b>
<b>Chief Terence Kenny</b>	<b>Fire Official Thomas Tuttle</b>	<b>Philip Cheff</b>
<b>Caitlyn Hull</b>	<b>Frank Cilento</b>	

**Various Boards/Committees**

<b>Lisa Schieli</b>	Coordinator – Recycling Advisory Committee 1 year term expiring 12/31/24
<b>Gary Neumann</b>	Dept of Public Works – Recycling Advisory Committee 1 year term expiring 12/31/24
<b>Andrea Calabro</b>	Member – Recycling Advisory Committee 1 year term expiring 12/31/24
<b>Joan Rivera</b>	Member – Recycling Advisory Committee 1 year term expiring 12/31/24
<b>Charlotte Panny</b>	Member – Recycling Advisory Committee 1 year term expiring 12/31/24
<b>Barbara Ferrell</b>	Member – Municipal Pool Committee 2-year term expiring 12/31/25
<b>Patricia Gallagher</b>	Member – Municipal Pool Committee 2-year term expiring 12/31/25
<b>Susanne Iobst</b>	Member – Municipal Pool Committee 2-year term expiring 12/31/25
<b>Tina Graziano</b>	Member – Recreation Advisory Board 3-year term expiring 12/31/26
<b>Eileen Engel</b>	Trustee – Library Board 5-year term expiring 12/31/28

**Councilmember** \_\_\_\_\_ moved for confirmation of the appointments; seconded by  
**Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Mayor Bolan made the following appointments to the Planning Board:**

<b>Gary Neumann</b>	Member Class II 1-year term expiring – 12/31/24
<b>Derek Eisenberg</b>	Alternate #1 2-year unexpired term ending – 12/31/2025
<b>Farhana H. Choudhury</b>	Alternate #4 2-year unexpired term ending – 12/31/2024

**Mayor Bolan** asked the pleasure of the Council regarding the appointment of a Council Member as **Class III Member of the Planning Board**.

**Councilmember** \_\_\_\_\_ nominated **Councilmember** \_\_\_\_\_ for a one-year term expiring 12/31/24; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**Councilmember** \_\_\_\_\_ moved for adoption of Resolutions by consent agenda; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**RESOLUTION CONSENT AGENDA**

**RESOLUTION #6-24**  
**ACCOUNTING AND FISCAL POLICIES AND PROCEDURES**

**RESOLUTION #7-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR JOHN L. SCHETTINO, ESQ., BOROUGH ATTORNEY**

**RESOLUTION #8-24**  
**AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE BOROUGH OF MAYWOOD AND STEVEN D. WIELKOTZ & COMPANY LLC.**

**RESOLUTION #9-24**  
**AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES FOR STEVEN L. ROGUT, ESQ. BOND COUNSEL**

**RESOLUTION #10-24**  
**AUTHORIZING SIGNATURES ON BOROUGH DRAFTS/CHECKS**

**RESOLUTION #11-24**  
**DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER**

**RESOLUTION #12-24**  
**RESOLUTION AUTHORIZING CONTRACTS UNDER THE EDUCATIONAL SERVICES COMMISSION OF NJ PURSUANT TO NJSA 40A:11-22(5)**

**RESOLUTION #13-24**  
**TEMPORARY BUDGET APPROPRIATIONS**

**RESOLUTION #14-24**  
**A RESOLUTION SUPPORTING THE BERGEN COUNTY MUTUAL AID PLAN AND RAPID DEPLOYMENT FORCE IN THE BOROUGH OF MAYWOOD, COUNTY OF BERGEN, STATE OF NEW JERSEY**

**RESOLUTION #15-24**  
**RESOLUTION REQUIRING APPROVAL OF THE BOROUGH MAYOR AND COUNCIL FOR ORGANIZATIONS HOLDING SPECIAL EVENTS AT BOROUGH RECREATIONAL FIELDS AND FACILITIES IN THE BOROUGH OF MAYWOOD, BERGEN COUNTY, NEW JERSEY**

**RESOLUTION #16-24**  
**RESOLUTION REQUIRING THE PAYMENT OF FEES FOR USE OF COACHES PARK RECREATIONAL FIELD AND FACILITIES IN THE BOROUGH OF MAYWOOD, BERGEN COUNTY, NEW JERSEY**

**RESOLUTION #17-24**  
**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL**  
**EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE**  
**CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS**  
**UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964**

**RESOLUTION #18-24**  
**APPOINTING JOHN L. SHAHDANIAN II, ESQ.,**  
**AS LABOR ATTORNEY FOR THE YEAR 2024**

**RESOLUTION #19-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR JOHN L.**  
**SHAHDANIAN II, ESQ., AS LABOR ATTORNEY FOR THE YEAR 2024**

**RESOLUTION #20-24**  
**RESOLUTION OF THE BOROUGH OF MAYWOOD**  
**APPOINTING PATRICK J. MCNAMARA AS FAIR SHARE HOUSING COUNSEL**

**RESOLUTION #21-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR**  
**PATRICK J. MCNAMARA AS FAIR SHARE HOUSING COUNSEL FOR THE YEAR 2024**

**RESOLUTION #22-24**  
**OPEN PUBLIC MEETINGS ACT**

**RESOLUTION #23-24**  
**FY 2023 TONNAGE GRANT APPLICATION**

**RESOLUTION #24-24**  
**AUTHORIZING CHRISTOPHER TUTTLE, FIRE DEPARTMENT TRAINING**  
**OFFICER AS AUTHORIZED SIGNATURE FOR FIREFIGHTER CERTIFICATION PROGRAM**  
**DOCUMENTS**

**RESOLUTION #25-24**  
**A RESOLUTION CONTINUING THE ESTABLISHMENT AND OPERATIONS**  
**OF THE MAYWOOD GREEN TEAM**

**RESOLUTION #26-24**  
**RESOLUTION OF APPROVAL OF REIMBURSEMENT FOR VISION CARE FOR EMPLOYEES**  
**THAT ARE NOT COVERED BY A COLLECTIVE BARGAINING AGREEMENT**

**RESOLUTION #27-24**  
**RESOLUTION RE-ESTABLISHING A POLICY FOR PROFESSIONAL DEVELOPMENT OF NON-**  
**CONTRACTUAL EMPLOYEES**

**RESOLUTION #28-24**  
**APPOINTING ADRIAN FEBRE AS COMMISSIONER TO THE SOUTH BERGEN MUNICIPAL**  
**JOINT INSURANCE FUND, THE MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND,**  
**AND THE BERGEN MUNICIPAL EMPLOYEES FUND**

**RESOLUTION #29-24**  
**DESIGNATING DEPOSITORY FOR 2024**

**RESOLUTION #30-24**  
**AUTHORIZING THE BOROUGH ADMINISTRATOR TO MAKE PURCHASES**

**RESOLUTION #31-24**  
**A RESOLUTION AUTHORIZING CONTINUATION WITH THE COUNTY OF BERGEN**  
**IN THE COOPERATIVE PURCHASING**

**RESOLUTION #32-24**  
**TEMPORARY INVESTMENT OF EXCESS FUNDS IN ALL ACCOUNTS**

**RESOLUTION #33-24**  
**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE**  
**FUNDS IN CASES OF EMERGENCIES**

**RESOLUTION #34-24**  
**RESOLUTION AUTHORIZING INTEREST RATE AND GRACE PERIOD**  
**FOR DELINQUENT TAXES**

**RESOLUTION #35-24**  
**RESOLUTION AUTHORIZING A STANDARD TAX SALE**

**RESOLUTION #36-24**  
**DESIGNATION OF TAX SEARCHER**

**RESOLUTION #37-24**  
**RESOLUTION AUTHORIZING THE TAX ASSESSOR FOR APPEALS FOR THE**  
**PURPOSE OF CORRECTING ASSESSMENTS**

**RESOLUTION #38-24**  
**AUTHORIZING ISSUANCE AND RE-ISSUANCE OF BOND ANTICIPATION NOTES**

**RESOLUTION #39-24**  
**RESOLUTION REQUIRING COUNCIL APPROVAL PRIOR TO THE EXPENDING OF DEA/ASSET**  
**FORFEITURE PROGRAM FUNDS IN THE BOROUGH OF MAYWOOD, COUNTY OF BERGEN,**  
**NEW JERSEY**

**RESOLUTION #40-24**  
**RESOLUTION AUTHORIZING THE CANCELLATION OF SMALL BALANCES**

**RESOLUTION #41-24**  
**RESOLUTION ESTABLISHING PETTY CASH FUNDS**

**RESOLUTION #42-24**  
**RESOLUTION ESTABLISHING A PREFERENTIAL HIRING POLICY FOR DEPARTMENT OF**  
**PUBLIC WORKS AND NON-CONTRACTUAL EMPLOYEES WHO ARE, OR AGREE TO BE,**  
**ACTIVE MEMBERS OF THE BOROUGH OF MAYWOOD FIRE DEPARTMENT**

**RESOLUTION #43-23**  
**A RESOLUTION CONTINUING THE ESTABLISHMENT OF THE**  
**MAYWOOD VOLUNTEER ADVISORY BOARD**

**RESOLUTION #44-24**  
**AUTHORIZING SERVICE AGREEMENTS WITH MUNIDEX FOR**  
**SOFTWARE MAINTENANCE**  
**PET LICENSING**

**RESOLUTION #45-24**  
**A RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF MAYWOOD RE-**  
**ADOPTING THE FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT**  
**CLAIMS AGAINST THE BOROUGH OF MAYWOOD IN ACCORDANCE THE PROVISIONS**  
**OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.**

**RESOLUTION #46-24**  
**A RESOLUTION APPROVING FIRE DEPARTMENT CLOTHING ALLOWANCE**  
**DURING ACTIVE MILITARY DUTY**

**RESOLUTION #47-24**  
**RESOLUTION OF THE BOROUGH OF MAYWOOD**  
**COUNTY OF BERGEN, STATE OF NEW JERSEY**  
**APPOINTING ADRIAN FEBRE AS MUNICIPAL HOUSING LIAISON**  
**FOR THE BOROUGH OF MAYWOOD**

**RESOLUTION #48-24**  
**AUTHORIZING THE BOROUGH OF MAYWOOD TO ENTER INTO A COOPERATIVE PURCHASING AGREEMENT WITH SOURCEWELL AND TO PARTICIPATE AS A MEMBER IN THE COOPERATIVE PURCHASING SYSTEM**

**Councilmember** \_\_\_\_\_ moved for adoption Resolutions #6-24 through #48-24; seconded by **Councilmember** \_\_\_\_\_.

**Mayor Bolan** asked for a roll call vote.

Cicarelli ( ) Conoscenti ( ) DeMuro ( ) Flynn ( ) Padovano ( ) Ullman ( )

**MEETING OPEN TO THE PUBLIC (FIVE MINUTE TIME FRAME)**

**ADJOURNMENT**

**Councilmember** \_\_\_\_\_ moved the meeting be adjourned; seconded by **Councilmember** \_\_\_\_\_ and so carried at \_\_\_\_\_ pm.

**RESOLUTION #1-24**  
**APPOINTING JOHN SCHETTINO, ESQ. AS BOROUGH ATTORNEY**

**WHEREAS**, Article VI of Chapter 46 of the Code of the Borough of Maywood provides for the appointment of a Borough Attorney;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that John Schettino, Esq., located at 800 Main Street, Suite 101, Hackensack, New Jersey, is hereby appointed as Borough Attorney for 2024, subject to the award and execution of a professional services contract outlining the terms and conditions of such position and the compensation therefore pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION #2-24**  
**2024 SCHEDULE OF MEETINGS**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey, pursuant to the provisions of the Open Public Meetings Act (N.J.S.A. 10:4-6 et seq), that the following annual schedule of meetings of the Mayor and Council for the year 2024 be adopted:

**WORK SESSIONS**

2<sup>nd</sup> Wednesday - 7:00 pm  
3<sup>rd</sup> Floor Meeting Room

February	14
March	13
April	10
May	8

October	9
November	13*
December	11*

**COUNCIL MEETINGS**

4<sup>th</sup> Wednesday – 7:00 pm  
2<sup>nd</sup> Floor Council Chambers

January	3 Re-Org
January	24
February	28
March	27
April	24
May	22
June	26*
July	24*
August	28*
September	25*
October	23

\*Combined Work Session/Council Meeting (All combination meetings held in 2<sup>nd</sup> floor Council Chambers)



The Borough Clerk is hereby authorized and directed to:

- 1) prominently post on bulletin boards at 15 Park Avenue, Maywood, New Jersey an annual schedule of regular and executive meetings of the Mayor and Council any revisions thereto, and such other notices as required by said Act;
- 2) maintain such notices on file in the Office of the Borough Clerk;
- 3) provide such notices to the newspaper hereinafter designated;
- 4) provide copies of said notices to all persons requesting such copies as provided by said Act; and

**BE IT FURTHER RESOLVED**, that the following newspapers be and they are hereby designated as the newspapers to receive notices of meetings as provided by law: The Our Town of Maywood, New Jersey, The Record and Herald News of Woodland Park, New Jersey.

**RESOLUTION #3-24**  
**APPOINTING STEVEN D. WIELKOTZ**  
**WIELKOTZ & COMPANY, LLC.**

**WHEREAS**, N.J.S.A. 40A:5-4 provides that the governing body of every municipality shall employ a registered municipal accountant of New Jersey to prepare its annual audit;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey that Steven D. Wielkocz, Registered Municipal Accountant, License #CR00413, of the firm Wielkocz & Company, LLC., PO Box 259, Pompton Lakes, New Jersey be and hereby is appointed for 2024, subject to the award and execution of a professional services contract outlining the terms and conditions of such position and the compensation therefore pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION #4-24**  
**APPOINTING STEVEN L. ROGUT, ESQ. AS BOND COUNSEL**

**WHEREAS**, the Mayor and Council find that the best interests of the Borough of Maywood will be served by the appointment of Steven L. Rogut, Esq., of Rogut McCarthy LLC, 37 Alden Street, Cranford, New Jersey 07016 to serve as Bond Counsel for the year 2024; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that Steven L. Rogut, Esq. is appointed as Bond Counsel for the Borough for 2024 for a one-year term effective January 1, 2024, subject to the award and execution of a professional services contract outlining the terms and conditions of such position and the compensation therefore pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION #5-24**  
**APPOINTING THOMAS TUTTLE AS**  
**FIRE OFFICIAL**

**WHEREAS**, Section 179-6 of Chapter 179 of the code of the Borough of Maywood provides that there shall be designated a Fire Official pursuant to the Uniform Safety Act (N.J.S.A. 52:27D-192 et seq.) who shall serve for a one-year term expiring on December 31<sup>st</sup> of the year of the appointment; and

**WHEREAS**, the Mayor and Council find that it would be in the best interest of the citizens of the Borough of Maywood to appoint Thomas Tuttle as Fire Official for the Borough of Maywood.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that Thomas Tuttle is appointed as Fire Official of the Borough of Maywood for a one-year term expiring December 31, 2024; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to forward a certified copy of the within resolution to the State of New Jersey, Department of Community Affairs, Bureau of Fire Safety, Attention LEA Supervisor; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours.

**RESOLUTION #6-24**  
**ACCOUNTING AND FISCAL POLICIES AND PROCEDURES**

**WHEREAS**, the Borough of Maywood is required to maintain an accounting and fiscal policy which comply with the requirements established by the New Jersey Department of Community Affairs- Division of Local Government; and

**NOW, THEREFORE, BE IT RESOLVED** by the Borough of Maywood that the policies and plans are hereby adopted and shall constitute the basis of the Borough’s fiscal and accounting policy for the operational year 2024:

- Accounting Policies and Procedures
- Cash Management Plan
- Fund Balance Target and Re-generation Policy
- Borough Purchasing Procedures
- Escrow Fund Procedures

**RESOLUTION #7-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL**  
**SERVICES CONTRACT FOR JOHN L. SCHETTINO, ESQ., BOROUGH ATTORNEY**

**WHEREAS**, the Mayor and Council of the Borough of Maywood has appointed John L. Schettino, Esq. of 800 Main Street, Suite 101, Hackensack, New Jersey 07601 as Borough Attorney for the year 2024 effective January 1, 2024 pursuant to N.J.S.A. 19:44A 20.5 as a “Fair and Open” contract as defined therein, following publication of a notice for Requests for Qualifications and receipt of responses thereto, on the basis of his qualifications and other factors; and

**WHEREAS**, the parties wish to mutually set forth the compensation and terms and conditions regarding such appointment; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes the execution of such professional services contract without competitive bidding;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, an agreement between the Borough of Maywood and John L. Schettino, Esq. as the Borough Attorney for a term of one-year effective January 1, 2024 and setting forth the terms and conditions respecting the appointment of the Borough Attorney and compensation to John L. Schettino, Esq. shall be set at \$9,000.00 per month and shall not exceed \$108,000.00 per year; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution together with a copy of the Agreement be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to cause a brief notice to be published once in the OUR TOWN stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and are available for public inspection in the Office of the Borough Clerk.

**RESOLUTION #8-24**  
**AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE BOROUGH OF MAYWOOD**  
**AND STEVEN D. WIELKOTZ & COMPANY LLC.**

**WHEREAS**, the Mayor and Council of the Borough of Maywood had, by Resolution #3-24, appointed Steven D. Wielkocz, Registered Municipal Accountant, License #CR00413, of Wielkocz & Company, LLC., PO Box 259, Pompton Lakes, New Jersey as Borough Auditor pursuant to N.J.S.A. 19:44A-20.5 as a “Fair and Open” contract as defined therein, following publication of a notice for Requests for Qualifications and receipt of responses thereto, on the basis of his qualifications, cost and other factors; and

**WHEREAS**, the parties wish to mutually set forth the compensation and terms and conditions regarding such appointment; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) authorized the execution of such professional services contract without competitive bidding; and

**WHEREAS**, sufficient funds will available for this purpose pursuant to the 2024 temporary budget of the Borough of Maywood;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, an agreement between the Borough of Maywood and Steven D. Wielkocz of Wielkocz & Company, LLC. setting forth the duties, compensation as per agreement and terms and conditions respecting the appointment of the Borough Auditor for a term of one-year effective January 1, 2024 and that said compensation as set forth in the terms of said agreement shall not exceed \$55,550 for the examination of financial statements, assistance in the preparation of the Annual Financial Statement and Annual Debt Statement and the Assistance in the preparation of the Budget; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution, together with a copy of the Agreement be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to cause a brief notice to be published once in the OUR TOWN newspaper stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and are available for public inspection in the Office of the Borough Clerk.

**RESOLUTION #9-24**  
**AUTHORIZING THE EXECUTION OF PROFESSIONAL SERVICES FOR**  
**STEVEN L. ROGUT, ESQ. BOND COUNSEL**

**WHEREAS**, the Mayor and Council of the Borough of Maywood had, by Resolution #4-24, appointed Steven L. Rogut, Esq. of Rogut McCarthy LLC, 37 Alden Street, Cranford, New Jersey 07016 as Bond Counsel for the year 2024 pursuant to N.J.S.A. 19:44A-20.5 as a “Fair and Open” contract as defined therein, following publication of a notice for Requests for Qualifications and receipt of responses thereto, on the basis of his qualifications, cost and other factors; and

**WHEREAS**, the parties wish to mutually set forth the compensation and terms and conditions regarding such appointment; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes the execution of such professional services contract without competitive bidding; and

**WHEREAS**, sufficient funds are available for this purpose pursuant to the 2024 temporary budget of the Borough of Maywood in accordance with the attached Schedule of Fees;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, an agreement between the Borough of Maywood and Steven L. Rogut, Esq., Bond Counsel, setting forth the compensation as per schedule and terms and conditions respecting the appointment of Bond Counsel for a term of one year effective January 1, 2024; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution together with a copy of the Agreement be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to cause a brief notice to be published once in the OUR TOWN newspaper stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and are available for public inspection in the Office of the Borough Clerk.

**RESOLUTION #10-24**  
**AUTHORIZING SIGNATURES ON BOROUGH DRAFTS/CHECKS**

**WHEREAS**, the Mayor and Council of the Borough of Maywood have designated their depository for Borough monies;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey that all drafts, checks, etc. shall be signed by the following officers/employees, where a combination of any three signatures are required with the exception the payroll account:

Richard Bolan, Mayor,  
Adrian Febre, Borough Administrator  
Barbara Dispoto, Borough Clerk,

Sheryl A. Luna, CFO, Treasurer

Payroll Account will require one signature:

Sheryl A. Luna, Chief Financial Officer,

**BE IT FURTHER RESOLVED** that signature cards with the signatures of the persons authorized to sign be forwarded to the designated depositories holding Borough monies; and

**BE IT FURTHER RESOLVED** that the above named persons are the officers/employees in the capacities set opposite their respective names and that the signatures on the bankcards thereon are genuine.

**RESOLUTION #11-24**  
**DESIGNATION OF PUBLIC AGENCY COMPLIANCE OFFICER**

**WHEREAS**, the State of New Jersey, Division of Contract Compliance and Equal Employment Opportunity, in accordance with N.J.A.C. 17:27-3.5, requires that each public agency annually designate an officer or employee to serve as its public agency compliance officer by January 10<sup>th</sup> of each year;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey hereby designates Adrian Febre, Borough Administrator, as the Public Agency Compliance Officer for the year 2024; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk be authorized and directed to forward a copy of the within resolution to the State of New Jersey, Division of Contract Compliance and Equal Employment Opportunity for their records.

**RESOLUTION #12-24**  
**RESOLUTION AUTHORIZING CONTRACTS UNDER THE EDUCATIONAL SERVICES**  
**COMMISSION OF NJ PURSUANT TO NJSA 40A:11-22(5)**

**WHEREAS**, the Borough of Maywood pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:37-7.29 (c), may, by resolution and without advertising for bids, purchase any good and services under a Cooperative Pricing System of which the Borough is a member; and

**WHEREAS**, the Borough has the need on a timely basis to purchase goods and services utilizing the Educational Services Commission of NJ, ESCNJ contracts; and

**WHEREAS**, the Borough anticipates entering into contract in excess of \$17,500, the cost of which either individually or in the aggregate may exceed the prevailing bid threshold, with the attached referenced ESCNJ Contract Vendors through this resolution and properly executed purchase orders/contracts, which shall be subject to all the conditions applicable to the current ESCNJ contracts, but only to the extent that such purchases do not exceed duly authorized budget appropriations for each category of purchase/expenditures.

**NOW, THEREFORE, BE IT RESOLVED**, that the Council of the Borough of Maywood, in the County of Bergen and State of New Jersey, authorizes the Qualified Purchasing Agent to purchase certain goods and services from those ESCNJ Contracted Vendors, pursuant to all conditions of the individual co-op contracts; and

**BE IT FURTHER RESOLVED**, that the governing body of the Borough of Maywood, pursuant to N.J.A.C. 5:30-5.5(b) regarding the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order and a certification of availability of funds is made by the Chief Financial Officer via an authorized Purchase Order; and

**BE IT FURTHER RESOLVED**, that the duration of the contracts between the Borough and the referenced ESCNJ Contract Vendors shall be until December 31, 2024 or upon expiration of the vendor's contract, whichever is first.

**RESOLUTION #13-24**  
**TEMPORARY BUDGET APPROPRIATIONS**

**WHEREAS**, N.J.S.A. 40A:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2024 Budget, temporary appropriates for the purpose and amounts in the manner and time therein provided; and

**WHEREAS**, the date of this resolution is within the first thirty days of January 2024; and

**WHEREAS**, said total temporary appropriations in the 2024 Budget is not greater than 26.25 percent of 2023 budget.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood that following temporary appropriation be made:

**CURRENT FUND TEMPORARY OPERATING BUDGET**

<b>Account Number</b>	<b>Account Description</b>	<b>Temp Budget</b>
4-01-2010-20-100-1204	Regular & Overtime	85,575.00
4-01-2010-20-100-2043	OFFICE SUPPLIES	275.63
4-01-2010-20-100-2059	Copier	1,050.00
4-01-2010-20-100-2076	Dues	242.81
4-01-2010-20-100-2090	Exec. Session Exp.	0.00
4-01-2010-20-100-2099	Flowers, etc.	52.50
4-01-2010-20-100-2133	Maintenance Contracts	11,812.50
4-01-2010-20-100-2149	PROFESSIONAL SERVICES / CONTRACTS	9,187.50
4-01-2010-20-100-2158	NJ State League Mun.	137.81
4-01-2010-20-100-2200	Community Pass	0.00
4-01-2010-20-100-2215	Seminars/Courses/Conferences	1,968.75
4-01-2010-20-100-2253	Subscriptions	0.00
4-01-2010-20-100-2260	Tapes, Recorder	0.00
4-01-2010-20-100-2282	Youth Month	0.00
4-01-2010-20-110-1011	Severance Liabilities	26,250.00
4-01-2010-20-120-1011	BOROUGH CLERK REGULAR SALARIES	39,375.00
4-01-2010-20-120-2032	PRINTING AND COPYINGG	1,312.50
4-01-2010-20-120-2083	ELECTION COSTS	6,300.00
4-01-2010-20-120-2100	Forms	0.00
4-01-2010-20-120-2146	Miscellaneous	3,937.50
4-01-2010-20-120-2169	Legal Ads	1,050.00
4-01-2010-20-120-2188	POSTAGE	787.50
4-01-2010-20-120-2229	Stationery& Office Supplies	787.50
4-01-2010-20-120-2264	Toner, Developer, Copy Paper	0.00
4-01-2010-20-120-2280	Vouchers/Purchase Orders	0.00
4-01-2010-20-121-2011	Miscellaneous (DO NOT USE)	0.00
4-01-2010-20-130-101	FINANCE S&W	14,700.00
4-01-2010-20-130-201	FINANCE OFFICER / TREASURER INTERLOCAL	14,269.50
4-01-2010-20-130-202	SOFTWARE MAINTENANCE	6,562.50
4-01-2010-20-130-203	DUES, CONFERENCES & TRAINING	262.50
4-01-2010-20-135-2014	Auditor	18,375.00
4-01-2010-20-145-1204	Regular & Overtime	19,162.50
4-01-2010-20-145-2021	BANKING ANALYSIS FEES	5,250.00
4-01-2010-20-145-2027	Books & Printing	0.00
4-01-2010-20-145-2048	Computer Maintenance/Data	2,625.00
4-01-2010-20-145-2076	Dues	0.00
4-01-2010-20-145-2078	Tax Collector	3,937.50
4-01-2010-20-145-2082	Education	262.50
4-01-2010-20-145-2187	Postage	2,625.00
4-01-2010-20-145-2258	Supplies/Misc.	787.50
4-01-2010-20-145-2261	Tax Bills - Forms	4,987.50
4-01-2010-20-150-1204	Regular	4,856.25
4-01-2010-20-150-2013	Assessor's Expenses	1,050.00
4-01-2010-20-155-2028	Borough Attorney	30,187.50
4-01-2010-20-155-2167	Other	21,000.00
4-01-2010-20-155-2175	ASSESSMENT APPRAISALS	9,187.50
4-01-2010-20-155-2198	Public Defender	0.00
4-01-2010-20-165-2162	O/E	17,062.50
4-01-2010-20-175-2030	General Office Matters	0.00
4-01-2010-20-175-2168	Other Expenses	656.25
4-01-2010-20-181-2008	Advertising	0.00

4-01-2010-20-181-2146	Miscellaneous	1,417.50
4-01-2010-20-181-2163	Office Supplies/Printing	26.25
4-01-2010-21-180-1204	PLANNING BOARD REGULAR SALARIES	945.00
4-01-2010-21-180-2125	Legal Fees	4,725.00
4-01-2010-21-180-3130	Revision of Master Plan	0.00
4-01-2010-22-195-1204	Regular S&W	41,475.00
4-01-2010-22-195-2045	Code Books	1,155.00
4-01-2010-22-195-2049	Computer Supplies	262.50
4-01-2010-22-195-2058	Continuing Education	131.25
4-01-2010-22-195-2146	Miscellaneous	262.50
4-01-2010-22-195-2163	Office Sup/Printing/Permits	262.50
4-01-2010-22-195-2167	Software Contract	1,338.75
4-01-2010-22-195-2179	Vehicle Expenses	0.00
4-01-2010-22-196-1148	Miscellaneous Supplies	0.00
4-01-2010-22-196-2204	Regular	0.00
4-01-2010-23-121-2205	GROUP DENTAL INSURANCE	19,950.00
4-01-2010-23-210-2124	Insurance Other Premium	0.00
4-01-2010-23-211-0124	Insurance Premiums	0.00
4-01-2010-23-215-2126	Insurance - Workers Comp	190,312.50
4-01-2010-23-220-2069	Disability Ins.	0.00
4-01-2010-23-220-2074	DPW Prescription/Dental	0.00
4-01-2010-23-220-2113	Hospitalization	367,500.00
4-01-2010-23-220-2142	Medicare	0.00
4-01-2010-23-220-2181	Physicals-Fire & Ambulance	0.00
4-01-2010-23-220-2251	Student Coverage	0.00
4-01-2010-25-240-1081	Chief of Police DO NOT USE	0.00
4-01-2010-25-240-1091	TRAFFIC / OUTSIDE DUTY	0.00
4-01-2010-25-240-1092	SRO / SCHOOL RESOURCE OFFICER	13,125.00
4-01-2010-25-240-1093	DISPATCHERS	57,750.00
4-01-2010-25-240-1095	CROSSING GUARDS	39,375.00
4-01-2010-25-240-1098	CIVILIAN EMPLOYEES	17,062.50
4-01-2010-25-240-1170	POLICE OVERTIME	91,875.00
4-01-2010-25-240-1204	POLICE REGULAR SALARIES	896,437.50
4-01-2010-25-240-2030	Acquisition of Cars	32,812.50
4-01-2010-25-240-2037	MEDICAL SUPPLIES	656.25
4-01-2010-25-240-2042	Chief's Expenses	262.50
4-01-2010-25-240-2057	Contractual Services	20,475.00
4-01-2010-25-240-2063	NATIONAL NIGHT OUT	262.50
4-01-2010-25-240-2079	BOOKS, DUES AND SUBSCRIPTIONS	446.25
4-01-2010-25-240-2088	Equipment Repair	971.25
4-01-2010-25-240-2095	GUN PROGRAM AND AMMO	4,462.50
4-01-2010-25-240-2114	I.D. Bureau	131.25
4-01-2010-25-240-2139	MEDICAL EXPENSES	3,150.00
4-01-2010-25-240-2146	NEW EQUIPMENT AND MAINTENANCE	5,250.00
4-01-2010-25-240-2163	Office Supplies	157.50
4-01-2010-25-240-2180	Petty Cash	105.00
4-01-2010-25-240-2267	Traffic	2,362.50
4-01-2010-25-240-2269	Training	1,575.00
4-01-2010-25-240-2274	Uniform	2,625.00
4-01-2010-25-252-2011	Supplies/Miscellaneous	840.00
4-01-2010-25-252-2164	Office Supplies & Dues	131.25
4-01-2010-25-252-2275	Uniforms & Equipment	1,601.25
4-01-2010-25-253-2146	Miscellaneous	525.00
4-01-2010-25-254-2084	LIFE HAZARD USE GRANT	3,937.50
4-01-2010-25-261-2097	Flares	393.75
4-01-2010-25-261-2098	Flashlight/Batteries	393.75
4-01-2010-25-261-2128	Line Gear	7,612.50
4-01-2010-25-263-0146	Miscellaneous	0.00
4-01-2010-25-265-1204	FIRE DEPT SALARIES / FIRE DEPT SECRETARY	787.50
4-01-2010-25-265-2094	Fire Hydrant Service	38,062.50

4-01-2010-25-266-2044	Clothing Allowance	17,850.00
4-01-2010-25-275-2204	Regular	0.00
4-01-2010-25-278-2010	Ambulance	0.00
4-01-2010-25-278-2071	DPW	787.50
4-01-2010-25-278-2093	Fire	262.50
4-01-2010-25-278-2183	Police Radio	1,312.50
4-01-2010-26-267-2042	Chief's Expenses	315.00
4-01-2010-26-267-2075	SUBSCRIPTIONS, DUES & CONF/TRAININGS	3,806.25
4-01-2010-26-267-2102	Gen'l Equip.Repair & Replacemt	8,006.25
4-01-2010-26-267-2134	Maintenance of Vehicles	4,725.00
4-01-2010-26-267-2144	Radio Service & Maintenance	1,050.00
4-01-2010-26-267-2150	MEDICAL SUPPLIES / PHYSICALS	262.50
4-01-2010-26-267-2153	COMMUNICATION & INFO TECHNOLOGY	1,312.50
4-01-2010-26-267-2154	Mutual Aid Assessment (DO NOT USE)	0.00
4-01-2010-26-267-2155	UNIFORM AND GEAR	5,381.25
4-01-2010-26-267-2211	SCBA Maint.	1,312.50
4-01-2010-26-290-1172	OVERTIME	10,500.00
4-01-2010-26-290-1204	STREETS / ROADS REGULAR SALARIES	250,687.50
4-01-2010-26-290-2041	SALT & SNOW REMOVAL	11,025.00
4-01-2010-26-290-2056	Contract Services Curb Repair	1,312.50
4-01-2010-26-290-2131	MAINTENANCE OF ROADS AND REPAIRS	7,612.50
4-01-2010-26-290-2169	CONFERENCES & TRAINING	1,312.50
4-01-2010-26-290-2218	Sewer Maint.Utilities	5,118.75
4-01-2010-26-290-2249	Street Signs	1,050.00
4-01-2010-26-290-2256	Supplies & Equipment	13,125.00
4-01-2010-26-290-2276	Uniforms & Shoes	3,937.50
4-01-2010-26-300-2146	DUES / CONFERENCES/ TRAINING	52.50
4-01-2010-26-300-2195	BOROUGH PRUNING/MAINTENANCE PROGRAM	3,937.50
4-01-2010-26-300-2252	RESIDENTIAL STUMP REMOVAL	1,312.50
4-01-2010-26-300-2271	RESIDENTIAL TREE PLANTING/PURCHASING	9,843.75
4-01-2010-26-300-2273	RESIDENTIAL TREE REMOVAL / TAKE DOWN	3,937.50
4-01-2010-26-305-1047	COMMITTEE EXPENSES	262.50
4-01-2010-26-305-1122	INTERLOCAL LEAF DISPOSAL	6,562.50
4-01-2010-26-305-1146	GREEN TEAM	525.00
4-01-2010-26-305-1281	Yard Debris & Grass	15,750.00
4-01-2010-26-305-2080	Dumping Fees	110,250.00
4-01-2010-26-305-2152	Monthly Pick Up - Contract	204,750.00
4-01-2010-26-306-1091	Extra Help	0.00
4-01-2010-26-306-1170	Overtime	0.00
4-01-2010-26-306-1204	RECYCLING SALARIES	337.64
4-01-2010-26-310-2197	TELEPHONE	15,750.00
4-01-2010-26-311-2055	Contract Services	13,125.00
4-01-2010-26-311-2096	Flags/Bunting	787.50
4-01-2010-26-311-2109	WATER UTILITY	1,968.75
4-01-2010-26-311-2112	Heat/Fuel	1,575.00
4-01-2010-26-311-2132	Maintenance & Miscellaneous	13,125.00
4-01-2010-26-311-2152	Lawn Chemicals	3,675.00
4-01-2010-26-311-2169	Stationary & Office Supplies	525.00
4-01-2010-26-311-2196	PSE&G	38,062.50
4-01-2010-26-311-2257	Supplies/Equipment	3,150.00
4-01-2010-26-315-1170	Overtime	0.00
4-01-2010-26-315-1204	Regular	0.00
4-01-2010-26-315-2010	FIRE POLICE / MUNICIPAL BUS	1,312.50
4-01-2010-26-315-2071	DPW REPAIRS & SUPPLIES	22,443.75
4-01-2010-26-315-2147	Fire	7,350.00
4-01-2010-26-315-2175	Parks	787.50
4-01-2010-26-315-2183	Police Vehicles	6,562.50
4-01-2010-26-315-2263	Tires	4,462.50
4-01-2010-26-315-2266	TOOLS	2,625.00
4-01-2010-26-315-2267	TOOL ALLOWANCE	2,887.50

4-01-2010-27-330-0204	Regular	17,062.50
4-01-2010-27-330-5204	Animal Control	6,562.50
4-01-2010-27-331-2012	Animal Control	918.75
4-01-2010-27-331-2115	Influenza Clinic	262.50
4-01-2010-27-331-2146	Miscellaneous & Office Supplies	310.08
4-01-2010-28-370-1204	RECREATION REGULAR SALARIES	59,850.00
4-01-2010-28-370-2034	BUS TRIPS	0.00
4-01-2010-28-370-2106	Girls' Softball (MRPGS)	603.75
4-01-2010-28-370-2108	SPECIAL EVENTS & ACTIVITIES	971.25
4-01-2010-28-370-2151	Miscellaneous/Office Supplies	590.63
4-01-2010-28-370-2254	Summer Playground DO NOT USE	0.00
4-01-2010-28-370-2283	YOUTH PROGRAMS / MYAA	1,128.75
4-01-2010-28-373-2217	Senior Citizens #1	997.50
4-01-2010-28-374-2107	Golden Age Club	997.50
4-01-2010-28-375-0009	Advisory Committee	13.78
4-01-2010-28-375-1204	Regular	0.00
4-01-2010-28-375-2089	Equipment/Repair	5,381.25
4-01-2010-28-375-2092	Field Maintenance	7,875.00
4-01-2010-28-375-2146	Miscellaneous	4,068.75
4-01-2010-28-375-2255	Supplies	5,250.00
4-01-2010-28-375-2279	Utilities	5,250.00
4-01-2010-29-390-2061	Costs	163,911.33
4-01-2010-30-411-2168	Other Expenses	0.00
4-01-2010-30-411-5001	Other Expenses	17,226.56
4-01-2010-30-420-2038	Decorating Soldiers' Graves	91.88
4-01-2010-30-420-2193	Project Pride	3,675.00
4-01-2010-30-420-3118	4TH of July Parade	6,562.50
4-01-2010-31-429-2001	Budget	0.00
4-01-2010-31-429-5001	Sewer Collection Flow	65,625.00
4-01-2010-31-435-2071	DPW	36,750.00
4-01-2010-31-455-2219	BCUA	358,312.50
4-01-2010-31-460-2101	Gasoline/Diesel	15,750.00
4-01-2010-31-460-2144	Misc., Maint., Tanks, Pumps	7,875.00
4-01-2010-31-460-2166	Oil & Antifreeze	7,875.00
4-01-2010-31-460-3168	Budget	17,062.50
4-01-2010-31-460-4169	RESERVE FOR TAX APPEALS	13,125.00
4-01-2010-31-462-2101	Borough of Paramus-Diesel Fuel	11,812.50
4-01-2010-31-462-5001	Paramus	12,000.00
4-01-2010-36-472-2247	SOCIAL SECURITY	85,312.50
4-01-2010-36-473-2247	PERS	79,722.56
4-01-2010-36-475-2025	Contribution	285,533.06
4-01-2010-36-476-2001	UNEMPLOYMENT REIMBURSE BILLING	13,125.00
4-01-2010-36-477-0001	Expenditure	0.00
4-01-2010-37-480-0001	JUDGEMENTS	31,500.00
4-01-2010-40-330-2168	HEPATITIS B EXPENSES	1,443.75
4-01-2010-41-770-1004	CLEAN COMMUNITIES GRANT	4,554.33
4-01-2010-43-492-2001	Paramus Court-Support Services	25,068.75
4-01-2010-43-492-2010	Animal Control	344.53
4-01-2010-43-492-2018	Health Officer	344.53
4-01-2010-43-493-2018	Paramus Leaf/Yard Debris	2,067.19
4-01-2010-43-495-2999	Public Defender	0.00
4-01-2010-44-901-2070	Down Payments	26,250.00
4-01-2010-44-902-5001	Principal & Interest	11,943.75
4-01-2010-45-920-2104	Gen'l Impr Bond	282,187.50
4-01-2010-45-925-2176	Payment on Bans	0.00
4-01-2010-45-930-2104	Gen'l Imp. Bond '04	52,500.00
4-01-2010-45-935-2116	Int. BAN	12,206.25
4-01-2010-46-870-0001	Emergency Authorization-5 year	30,187.50
4-01-2010-50-899-2207	RESERVE FOR UNCOLLECTED TAXES	100,000.00
<b>TOTAL CURRENT FUND TEMPORARY APPROPRIATIONS</b>		<b>\$4,993,090.10</b>



**POOL OPERATING TEMPORARY APPROPRIATIONS**

<b>Account Number</b>	<b>Account Description</b>	<b>Temp Budget</b>
4-05-2010-55-501-0001	REGULAR SALARY AND WAGES	51,187.50
4-05-2010-55-502-0002	Chemicals	5,775.00
4-05-2010-55-502-0003	Cleaning Supplies	210.00
4-05-2010-55-502-0004	Electric & Gas	2,625.00
4-05-2010-55-502-0005	CONTRACT MAINTENANCE & REPAIRS	7,875.00
4-05-2010-55-502-0012	PEST CONTROL	262.50
4-05-2010-55-502-0013	Snack Bar Expenses	5,250.00
4-05-2010-55-502-0014	Stationery & Postage	0.00
4-05-2010-55-502-0015	Telephone	0.00
4-05-2010-55-502-0016	Tools & Equipment	1,181.25
4-05-2010-55-502-0017	Umbrellas	341.25
4-05-2010-55-502-0018	Water	1,312.50
4-05-2010-55-502-0019	Swim Team	105.00
4-05-2010-55-502-0020	Staff Equipment	840.00
4-05-2010-55-502-0021	Social Functions	472.50
4-05-2010-55-521-0001	BOND PMT	1,722.66
4-05-2010-55-523-0001	BOND INTEREST	192.94
4-05-2010-55-540-0001	Statutory Expenditure	585.70
4-05-2010-55-541-0001	SOCIAL SECURITY	723.52
4-05-2010-55-542-0001	Statutory Expenditures	68.91

**TOTAL POOL OPERATING**

**\$80,731.23**

**RESOLUTION #14-24**

**A RESOLUTION SUPPORTING THE BERGEN COUNTY MUTUAL AID PLAN AND RAPID DEPLOYMENT FORCE IN THE BOROUGH OF MAYWOOD, COUNTY OF BERGEN, STATE OF NEW JERSEY**

**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, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, terrorist incidents and bombings, state and national emergencies; and

**WHEREAS**, this plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. APP. A: 9-40.6, and

**WHEREAS**, this plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of Maywood to participate in mutual aid plan and rapid deployment force in accordance with the plan as submitted by the Bergen County Chief's Association.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood that the Police Department of the Borough of Maywood 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 in order 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, the Board of Commissioners, the County Prosecutor and all municipalities in Bergen County.

**RESOLUTION #15-24**  
**RESOLUTION REQUIRING APPROVAL OF THE BOROUGH MAYOR AND COUNCIL FOR ORGANIZATIONS HOLDING SPECIAL EVENTS AT BOROUGH RECREATIONAL FIELDS AND FACILITIES IN THE BOROUGH OF MAYWOOD, BERGEN COUNTY, NEW JERSEY**

**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, major storms, etc., man-made causes, civil unrest, and civil disobedience such as riots, strikes, jail or prison riots, train wrecks, aircraft crashes, major fires, terrorist incidents and bombings, state and national emergencies; and

**WHEREAS**, this plan is adopted in accordance with the provisions of N.J.S.A. 40A:14-156, N.J.S.A. 40A:14-156.1, N.J.S.A. 40A:14-156.4 and N.J.S.A. APP. A: 9-40.6, and

**WHEREAS**, this plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of law enforcement personnel and equipment whenever a local law enforcement agency requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of an emergency, riot or disorder, in order to protect life and property, and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of Maywood to participate in mutual aid plan and rapid deployment force in accordance with the plan as submitted by the Bergen County Chief's Association.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood that the Police Department of the Borough of Maywood 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 in order 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, the Board of Commissioners, the County Prosecutor and all municipalities in Bergen County.

**RESOLUTION #16-24**  
**RESOLUTION REQUIRING THE PAYMENT OF FEES FOR USE OF COACHES PARK RECREATIONAL FIELD AND FACILITIES IN THE BOROUGH OF MAYWOOD, BERGEN COUNTY, NEW JERSEY**

**WHEREAS**, the Mayor and Council of the Borough of Maywood has determined that any organization, outside of the Borough of Maywood youth teams, wishing to use the Coaches Park recreational field and/or facility shall pay a use fee to assist in the cost of the facilities maintenance and utilities associated with said use; and

**WHEREAS**, such fee shall be set at \$50.00 (fifty-dollars) per hour with a minimum of 3 (three) hours and use of field/facility may not exceed 9:30 p.m.;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey that any organization, outside of the Borough of Maywood youth teams, wishing to use Coaches Park recreational field/facility shall pay the stated fee prior to use.

**RESOLUTION #17-24**  
**GOVERNING BODY CERTIFICATION OF COMPLIANCE WITH THE UNITED STATES EQUAL EMPLOYMENT OPPORTUNITY COMMISSION'S "ENFORCEMENT GUIDANCE ON THE CONSIDERATION OF ARREST AND CONVICTION RECORDS IN EMPLOYMENT DECISIONS UNDER TITLE VII OF THE CIVIL RIGHTS ACT OF 1964"**

**WHEREAS**, N.J.S.A 40a:4-5 as amended by P.L. 2017, c 183 requires the governing body of each municipality and county to certify that their local unit's hiring practices comply with the United States Equal Employment Opportunity Commission's "Enforcement Guidance on the Consideration of Arrest and Conviction Records in Employment Decisions Under Title VII of the Civil Rights Act of 1964." As amended, 42 U.S.C. 2000e et seq., (April 25, 2012) before submitting its approved annual budget to the Division of Local Government Services in the New Jersey Department of Community Affairs; and

**WHEREAS**, the members of the governing body have familiarized themselves with the contents of the above-referenced enforcement guidance and with their local unit's hiring practices as they pertain to the consideration

of an individual's criminal history, as evidenced by the group affidavit form of the governing body attached hereto.

**NOW, THEREFORE BE IT RESOLVED**, that the Borough of Maywood, hereby states that it has complied with N.J.S.A. 40A:4-5, as amended by P.L. 2017, c.183, by certifying that the local unit's hiring practices comply with the above-referenced enforcement guidance and hereby directs the Clerk to cause to be maintained and available for inspection a certified copy of this resolution and the required affidavit to show evidence of said compliance.

**RESOLUTION #18-24**  
**APPOINTING JOHN L. SHAHDANIAN II, ESQ.**  
**AS LABOR ATTORNEY FOR THE YEAR 2024**

**WHEREAS**, the Mayor and Council find that the best interests of the Borough of Maywood will be served by the appointment of John L. Shahdanian II, ESQ. to serve as Labor Counsel for the year 2024;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that John L. Shahdanian II, ESQ, is appointed as Labor Counsel for the Borough for 2024 for a one-year term effective January 1, 2024, subject to the award and execution of a professional services contract outlining the terms and conditions of such position and the compensation therefore pursuant to N.J.S.A. 40A:11-1 et seq.

**RESOLUTION #19-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR JOHN L. SHAHDANIAN II, ESQ., AS LABOR ATTORNEY FOR THE YEAR 2024**

**WHEREAS**, the Mayor and Council of the Borough of Maywood had, by Resolution #18-24, appointed John L. Shahdanian II, ESQ. as Labor Counsel for the year 2024 pursuant to N.J.S.A. 19:44A-20.5 as a "Fair and Open" contract as defined therein, following publication of a notice for Requests for Qualifications and receipt of responses thereto, on the basis of his qualifications, cost and other factors; and

**WHEREAS**, the parties wish to mutually set forth the compensation and terms and conditions regarding such appointment; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes the execution of such professional services contract without competitive bidding; and

**WHEREAS**, sufficient funds are available for this purpose pursuant to the 2024 temporary budget of the Borough of Maywood;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, an agreement between the Borough of Maywood and John L. Shahdanian II, ESQ., as Labor Attorney for the year 2024; setting forth the compensation at \$150.00 per hour and \$80.00 per hour for paralegals and terms and conditions respecting the appointment of Labor Attorney for a term of one year effective January 1, 2024; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution together with a copy of the Agreement be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to cause a brief notice to be published once in the OUR TOWN newspaper stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and are available for public inspection in the Office of the Borough Clerk.

**RESOLUTION #20-24**  
**RESOLUTION OF THE BOROUGH OF MAYWOOD**  
**APPOINTING PATRICK J. MCNAMARA AS FAIR SHARE HOUSING COUNSEL**

**WHEREAS**, the Borough of Maywood has recognized a need to appoint an attorney to assist in the implantation and administration of the Borough's obligation to provide for its fair share of very low-, low- and moderate-income housing; and

**WHEREAS**, the Borough has selected Patrick J. McNamara of the law firm of Scarinci Hollenbeck to serve in such capacity; and

**WHEREAS**, the Local Public Contracts Law authorizes the awarding of a contract for “professional services” without public advertising for bids and bidding, provided that the Resolution authorizing the contract and the contract itself are available for public inspection in the office of the Municipal Clerk and that notice of the awarding of the contract be published in a newspaper of general circulation in the municipality.

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, in the County of Bergen, and the State of New Jersey that Patrick J. McNamara of the law firm of Scarinci Hollenbeck is hereby appointed as special counsel to assist in the implementation and administration of the Borough’s affordable housing program, pursuant to and in accordance with the Code of the Borough of Maywood for the year 2024.

**RESOLUTION #21-24**  
**AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR**  
**PATRICK J. MCNAMARA AS FAIR SHARE HOUSING COUNSEL FOR THE YEAR 2024**

**WHEREAS**, the Mayor and Council of the Borough of Maywood had, by Resolution #20-24, appointed Patrick McNamara as Fair Share Housing Counsel for the year 2024 pursuant to N.J.S.A. 19:44A-20.5 as a “Fair and Open” contract as defined therein, following publication of a notice for Requests for Qualifications and receipt of responses thereto, on the basis of his qualifications, cost and other factors; and

**WHEREAS**, the parties wish to mutually set forth the compensation and terms and conditions regarding such appointment; and

**WHEREAS**, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) authorizes the execution of such professional services contract without competitive bidding; and

**WHEREAS**, sufficient funds are available for this purpose pursuant to the 2024 temporary budget of the Borough of Maywood;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, an agreement between the Borough of Maywood and Patrick McNamara, as Fair Share Housing Counsel for the year 2024; setting forth the compensation at \$150.00 per hour and \$100.00 per hour for paralegals and terms and conditions respecting the appointment of Fair Share Housing Counsel for a term of one year effective January 1, 2024; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution together with a copy of the Agreement be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk is hereby authorized and directed to cause a brief notice to be published once in the OUR TOWN newspaper stating the nature, duration, service and amount of the contract and that the resolution and contract are on file and are available for public inspection in the Office of the Borough Clerk.

**RESOLUTION #22-24**  
**OPEN PUBLIC MEETINGS ACT**

**WHEREAS**, Chapter 231 of the Public Laws of 1975, known as the Open Public Meetings Act, was approved on October 21, 1975 to become effective on January 1976; and

**WHEREAS**, said law requires the fixing of regular meetings of the Governing Body of the Borough of Maywood for the calendar year 2024 and the giving of adequate notice thereof to the public and to the press; and

**WHEREAS**, Section 14 of said law provides that any person may request that the Governing Body mail to him or her copies of any regular meeting schedule or revisions thereof and written advance notice of at least forty-eight (48) hours of the agenda (to the extent known) and the time, date and location of any regular, special or re-scheduled meeting upon prepayment of a reasonable sum as may be fixed by resolution of the Governing Body to cover the cost of providing such notice;

**NOW THEREFORE BE IT RESOLVED**, by the Governing Body of the Borough of Maywood, County of Bergen, State of New Jersey, as follows:

1. The regular schedule public meetings and closed sessions if necessary; of the Governing Body of the Borough of Maywood for the calendar year 2024 shall be on the fourth Wednesday for each month, with the exceptions of legal holidays. Formal action may be taken.

2. The regular scheduled work sessions or closed sessions if necessary; of the Governing Body for the calendar year 2024 shall be held on the second Wednesday for each month, with the exception of legal holidays. Formal action will be taken if necessary.
3. All the meetings regularly scheduled, as set forth in paragraphs 1 and 2 above, shall be held in-person in the Municipal Building of the Borough of Maywood located at 15 Park Avenue, Maywood, NJ.
4. All persons who request that the Governing Body mail copies of this meeting schedule, and any revisions thereto, and any written forty-eight (48) hour advance notice of the agenda to the extent known, and the time, date and location of any regular, special or re-scheduled meeting, shall be mailed upon prepayment by such persons of the sum of \$15.00 to the Borough Clerk. The Borough Clerk shall further prepare a list of such persons and shall mail the requested notices in accordance with the provisions of the Open Public Meetings Act.
5. All persons who request copies of the minutes of any said meetings shall receive such copies upon payment to the Borough Clerk in the amount of .05 cents for letter sized paper and .07 cents for legal sized paper.
6. Two of the newspapers which have been designated as official newspapers of the Borough shall receive all notices required to be sent pursuant to the provisions of Chapter 231 of the Public Laws of 1975. Official newspapers of the Borough are Our Town, The Record and Herald News of Woodland Park.
7. The Schedule of Business for public meetings and actions shall be as follows:
  - a. Salute to the flag
  - b. Statement of compliance with the Open Public Meetings Act
  - c. Calling of the roll
  - d. Special presentations, if any
  - e. Public hearing on Ordinances, if any
  - f. Adoption of ordinances, if any
  - g. Approval of minutes
  - h. Engineering Report
  - i. Presentation of Bills and Claims
  - j. Meeting open to the public (any matter either on or off the agenda) - No person shall be permitted to speak in excess of five (5) minutes, unless the time is extended by a majority vote of the Mayor and Council)
  - k. Correspondence and report of the Borough Clerk
  - l. Report of the Administrator
  - m. Report of the Mayor
  - n. Committee reports
  - o. New business – Unless emergent, matters raised will be scheduled for discussion on the following work session of the Mayor and Council
  - p. Old business - Unless emergent, matters raised will be scheduled for discussion on the following work session of the Mayor and Council
  - q. Consent Agenda
  - r. Departmental Reports
  - s. Introduction of Ordinances, if any
  - t. Meeting open to the public (any matter either on or off the agenda) - No person shall be permitted to speak in excess of five (5) minutes, unless the time is extended by a majority vote of the Mayor and Council)
  - u. Closed session, if necessary
  - v. Return to open session, if necessary

w. Adjournment

8. A copy of this resolution shall be forwarded, forthwith, to the newspapers aforesaid by the Borough Clerk. The Borough Clerk shall file a copy thereof in her office and shall post same in a public place reserve for such announcements with the municipality.

**RESOLUTION #23-24**  
**FY 2023 TONNAGE GRANT APPLICATION**

**WHEREAS**, the Mandatory Source Separation and Recycling Act, P.L. 1987, c.102, has established a recycling fund from which tonnage grant may be made to municipalities in order to encourage local source separation and recycling programs; and

**WHEREAS**, it is the intent and the spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and to expand existing programs; and

**WHEREAS**, the New Jersey Department of Environmental Protection is promulgating recycling regulations to implement the Mandatory source Separation and Recycling Act; and

**WHEREAS**, the recycling regulations impose on municipalities certain requirements as a condition for applying for tonnage grants, including but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

**WHEREAS**, a resolution authorizing this municipality to apply for such tonnage grants will memorialize the commitment of this municipality to recycling and to indicate the assent of the Borough of Maywood Mayor and Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations; and

**WHEREAS**, such a resolution should designate the individual, Lisa Schieli, Recycling Coordinator, who is authorized to ensure the application is properly completed and timely filed;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey that they hereby endorse the submission of the recycling tonnage grant application to the New Jersey Department of Environmental Protection; and

**BE IT FURTHER RESOLVED** that the monies received from the recycling tonnage grant be deposited in a dedicated recycling trust fund to be used solely for the purposes of recycling.

**RESOLUTION #24-24**  
**AUTHORIZING CHRISTOPHER TUTTLE, FIRE DEPARTMENT TRAINING**  
**OFFICER AS AUTHORIZED SIGNATURE FOR FIREFIGHTER CERTIFICATION PROGRAM**  
**DOCUMENTS**

**WHEREAS**, the state has created a voluntary program to certify firefighters; and

**WHEREAS**, the Mayor and Council of the Borough of Maywood has reviewed, discussed and voted to participate in the program; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey appoints Christopher Tuttle, Fire Department Training Officer as the Authorized Signature to sign any documents necessary to implement the Firefighter Certification Program in the Borough of Maywood; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours.

**RESOLUTION #25-24**  
**A RESOLUTION CONTINUING THE ESTABLISHMENT AND OPERATIONS**  
**OF THE MAYWOOD GREEN TEAM**

**WHEREAS**, the Mayor and Council of the Borough of Maywood having created and established the Green Team in the Borough by previous resolution for the purpose of instituting sustainable environmental practices within the territorial limits of the Borough in order to build a community that is environmentally responsible, cost effective, and a productive and healthy place to live, learn and work; and

**WHEREAS**, it is necessary to adopt a resolution to continue the work of the Green Team for calendar year 2024 and to adopt their bylaws to facilitate same.

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that the Maywood Green Team is hereby ordained to continue operations for calendar year 2024; and

**BE IT FURTHER RESOLVED**, by the Mayor and Council of the Borough of Maywood that the By-Laws of the Maywood Green Team are hereby re-adopted for calendar year 2024; and

**BE IT FURTHER RESOLVED**, that the following are hereby appointed to the Maywood Green Team for 2024:

Tara Grunstra	William Grunstra	Joan Rivera
Thomas Anzevino	Felicia Benson-Kraft	Jeff Kraft
Yelena Aronson	Dennis Ryan	

**RESOLUTION #26-24**  
**RESOLUTION OF APPROVAL OF REIMBURSEMENT FOR VISION CARE FOR EMPLOYEES**  
**THAT ARE NOT COVERED BY A**  
**COLLECTIVE BARGAINING AGREEMENT**

**WHEREAS**, the Mayor and Council of the Borough of Maywood wish to provide in calendar year 2024 reimbursement for vision care in an amount not to exceed \$150.00 total to all officers and employees of the Borough of Maywood that are not covered in a collective bargaining agreement; and

**WHEREAS**, the Mayor and Council of the Borough of Maywood wish to empower the Borough Administrator to create procedures necessary for the submission of receipts for such reimbursement; and

**WHEREAS**, the Mayor and Council of the Borough of Maywood wish to retain the right to review such practice in future years;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey that employees of the Borough of Maywood that are not covered in a collective bargaining agreement shall receive reimbursement for vision care in an amount not to exceed \$150.00 for calendar year 2024. Such reimbursement shall be pursuant to the procedures established by the Borough Administrator; and

**BE IT FURTHER RESOLVED**, that a copy of the within resolution be on file in the Office of the Borough Clerk and be available for public inspection during regular business hours and pursuant to the laws of the State of New Jersey, County of Bergen and Borough of Maywood.

**RESOLUTION #27-24**  
**RESOLUTION RE-ESTABLISHING A POLICY FOR PROFESSIONAL DEVELOPMENT OF NON -**  
**CONTRACTUAL EMPLOYEES**

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize that certain standard educational courses are necessary for non-contractual employees to perform specific duties and/or maintain or earn certifications in order for the employee to better perform their assigned duties for the Borough, it being understood that this policy does not apply to classes, webinars, and conferences attended to obtain CEUs necessary to maintain government certifications and licenses; and

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize the benefits of encouraging its non-contractual employees to take part in courses that go beyond these standard educational courses to further their professional development; and

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize the benefits of covering the costs of its non-contractual employees to take part in all levels of professional development that complements the employee's assigned duties to the Borough; and

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize the need to evaluate and approve of those courses that employees wish to take part in and to evaluate whether a course of instruction would warrant a pay increase for an employee; and

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize the high cost of certain courses of study and the need to assure that the Borough of Maywood benefits from paying for such courses.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey the following:

1. PRIOR TO ENROLLMENT, the “REQUEST FOR COURSE APPROVAL” form shall be submitted to the Borough Administrator for approval by all non-contractual employees seeking cost coverage to undertake a course of study prior to enrollment.
2. All courses exceeding a total cost of \$1,000.00 shall be submitted to the Mayor and Council for approval. No single employee shall be reimbursed for classes that exceed a total cost of \$3,500.00 in a single calendar year without first receiving Mayor and Council approval.
3. Employees are responsible to meet all requirements set by the instructors for the course.
4. Unexcused absence from the course may result in the Employee being responsible for course costs.
5. Successful course work completion shall be deemed a passing grade on those classes graded as pass/fail OR a B- or better on those classes receiving a letter grade.
6. PRIOR TO ENROLLMENT, a non-contractual employee seeking any salary increase for successful course completion shall indicate so on the “REQUEST FOR COURSE APPROVAL” form describing the request and the reason their successful course of study will warrant a salary increase and the amount of the requested increase (*not to exceed 5% of the requestor’s current salary*). The Borough Administrator shall submit this request to the Borough Mayor and Council for their consideration prior to the employee’s enrollment.
7. It is within the sole discretion of the Mayor and Council to award a pay increase for a successful course of study. The Mayor and Council should evaluate the course of study along with the non-contractual employee wishes to undertake same, how same would benefit the Borough’s goals, further the employee in their duties to the Borough, weigh the cost/benefits of the course of study and consider what, if any, pay increase would be deemed appropriate upon the employee’s successful completion prior to enrollment. Pay increases shall not exceed a total five percent (5%) pay increase if employee’s pre-course salary.
8. Pay increases shall only be granted for a course of study that results in the earning of a degree or the achievement of a significant national or state certification from an accredited institution. Employees may only seek one (1) pay increase per calendar year for a successful course completion.
9. It is within the sole discretion of the Administrator and/or Mayor and Council to authorize payment of tuition, costs, overtime and/or allow work time to be used for a course of study.
10. In the event the Mayor and Council approves of a course of study exceeding \$1,000.00, and the approved employee leaves the service of the Borough while taking the course, the employee shall reimburse the Borough for the costs of the course up until the date of separation. If the employee is successful in their course work, the employee must remain in the service of the Borough for three (3) years following completion or will be responsible to reimburse the Borough for the cost of the course at the rate of one third (1/3) the cost per year post completion calculated monthly. The Borough retains the right to subtract any monies owed from any separation payments due and owing to the employee to cover the above costs.

**RESOLUTION #28-24**

**APPOINTING ADRIAN FEBRE AS COMMISSIONER TO THE SOUTH BERGEN MUNICIPAL JOINT INSURANCE FUND, THE MUNICIPAL EXCESS LIABILITY JOINT INSURANCE FUND, AND THE BERGEN MUNICIPAL EMPLOYEES FUND**

**WHEREAS**, the Borough of Maywood has resolved to join the South Bergen Municipal Joint Insurance Fund, the Municipal Excess Joint Insurance Fund, and the Bergen Municipal Employees Fund; and

**WHEREAS**, the By-Laws of said Funds require that a commissioner to said Funds be appointed by the Mayor and Council; and

**WHEREAS**, said Commissioner is a volunteer position; and

**WHEREAS**, the Borough has recommended the appointment of Adrian Febre as Commissioner to said Funds;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that Adrian Febre is hereby appointed as Commissioner to the South Bergen Municipal



Joint Insurance Fund, the Municipal Excess Liability Joint Insurance Fund, and the Bergen Municipal Employees Fund.

**RESOLUTION #29-24**  
**DESIGNATING DEPOSITORY FOR 2024**

**WHEREAS**, the Mayor and Council of the Borough of Paramus finds and declares that N.J.S.A. 40a:5-14 requires that the Borough designate a depository for its monies a bank or trust company having its place of business in the State and organized under the laws of the United States or this State;

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood that the following listed banks and associations are hereby designated as depositories for the Borough of Maywood:

**TD Banknorth, N.A**  
**Chase Bank**  
**Freedom Bank**

**BE IT FURTHER RESOLVED**, that prior to the deposit of any municipal funds in any of the above listed depositories, said depository shall file with the Chief Financial Officer a certification indicating their compliance with the New Jersey Division of banking requirements for participation in the Government Unit Protection Act pursuant to R.S.17:9-41

**RESOLUTION #30-24**  
**AUTHORIZING THE BOROUGH ADMINISTRATOR TO MAKE PURCHASES**

**WHEREAS**, the Mayor and Council recognize that due to time constraints there is a need for the Borough Administrator to make purchases on behalf of the Borough without Mayor and Council approval; and

**WHEREAS**, requirements and procedures are set forth in Section 9-7 of Chapter 9, entitled "Claims and Payroll," of the Code of the Borough of Maywood and are hereby temporarily amended to read in full as follows:

A. Notwithstanding whether a particular purchase is above the bid threshold, the Mayor and Council hereby determine that any purchase or payment in excess of the sum of \$12,500, increased from \$7,500.00, which shall require the prior approval of the Mayor and Council unless such purchases or payments are recurring and have been previously approved or authorized by resolution of the Mayor and Council; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood as follows:

That the Borough Administrator is authorized to make purchases on behalf of the Borough, said purchases shall not exceed \$12,500.00.

**RESOLUTION #31-24**  
**A RESOLUTION AUTHORIZING CONTINUATION WITH THE**  
**COUNTY OF BERGEN**  
**IN THE COOPERATIVE PURCHASING**

**WHEREAS**, Borough of Maywood's Municipal Code 40-2 entitled, "Interlocal Services – Continuation of existing agreements; enumeration" lists County of Bergen for Cooperative purchasing; and

**WHEREAS**, the Borough of Maywood wishes to continue to participate in this program.

**NOW, THEREFORE, BE IT RESOLVED**, that the Mayor and Council of the Borough of Maywood authorizes continuation with the County of Bergen in the Cooperative Purchasing Program.

**RESOLUTION #32-24**  
**TEMPORARY INVESTMENT OF EXCESS FUNDS IN ALL ACCOUNTS**

**WHEREAS**, it is in the best interest of the Borough of Maywood for the use of modern techniques of money management of excess funds in all accounts; and

**WHEREAS**, one such acceptable and sound technique is the use of cash flow when balances become available in secure legal investments and certificates of deposit; and

**WHEREAS**, it has further been determined that the CFO has strongly recommended, due to the instability of the

financial market, that she be hereby authorized to invest current excess funds in all accounts, as she deems necessary, in order to obtain the highest interest rates.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Maywood that the Borough Chief Financial Officer be, and is, hereby authorized and directed to invest all excess cash funds in all accounts in Certificates of Deposit at the highest interest rate, as he/she deems necessary, when the Borough has funds available, with the approval of a Special Committee consisting of the Mayor and/or Finance Chairman, at least one of which shall concur with the recommendations of the CFO. However, no such obligation or investment shall have a maturity date greater than twelve (12) months from the date of purchase; and

**BE IT FURTHER RESOLVED**, that the CFO is further authorized and directed to report, in writing, to the Governing Body of the meeting next succeeding the date when any investment is made pursuant to this resolution and such report shall include the amount, description, interest rate, financial institution and maturity date of such investment.

**RESOLUTION #33-24**  
**RESOLUTION AUTHORIZING THE CHIEF FINANCIAL OFFICER TO DISBURSE**  
**FUNDS IN CASES OF EMERGENCIES**

**WHEREAS**, during each fiscal year emergency situations arise which necessitates the immediate disbursement of funds; and

**WHEREAS**, there is no procedure by which the Chief Financial Officer is authorized to make disbursements.

**NOW, THEREFORE, BE IT RESOLVED**, by the Governing Body of the Borough of Maywood, County of Bergen, that the Chief Financial Officer be, and hereby is, authorized to make said disbursements and to report the circumstances to the said Governing Body at the next regular meeting; and

**BE IT FURTHER RESOLVED**, that the Governing Body shall ratify, at that said meeting, the amounts so disbursed.

**RESOLUTION #34-24**  
**RESOLUTION AUTHORIZING INTEREST RATE AND GRACE PERIOD**  
**FOR DELINQUENT TAXES**

**WHEREAS**, N.J.S.A 54:4-67 et seq. permits the governing body to fix the rate of interest to be charged for the nonpayment of taxes, assessments, or other municipal charges.

**NOW, THEREFORE, BE IT RESOLVED** that the rate of interest on unpaid taxes shall be eight (8) percent per annum on the first One Thousand Five Hundred (\$1,500.00) Dollars of delinquency and eighteen (18) percent per annum on any amount in excess of One Thousand Five Hundred (\$1,500.00) Dollars to be calculated from the date tax was payable until the date of actual payment, provided that no interest shall be charged if payment of any installment is made on or before the tenth calendar day following the date upon which the same became payable.

**RESOLUTION #35-24**  
**RESOLUTION AUTHORIZING A STANDARD TAX SALE**

**WHEREAS**, the Mayor and Council of the Borough of Maywood finds and declares that N.J.S.A. 54:5-19 requires that the Borough conduct a public tax sale to enforce delinquent municipal liens by selling said liens in accordance with the Tax Sale Law; and

**WHEREAS**, “delinquency” means the sum of all taxes and municipal charges due on a given parcel of property covering any number of quarters or years per N.J.S.A. 54:4-67; and

**WHEREAS**, the Mayor and Council further finds and declares that the Municipal Tax Collector is qualified to hold said Tax Sale in the calendar year 2024 for municipal delinquent charges; and

**WHEREAS**, the Mayor and Council further finds and declares that the Standard Tax Sale may be at the discretion of the Municipal Tax Collector.

**NOW, THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood that the Municipal Tax Collector, Sheryl A. Luna, be and is hereby authorized to conduct the Annual Tax Sale during the calendar year 2024 in accordance with N.J.S.A. 54:5-19.

**BE IT FURTHER RESOLVED**, that the Municipal Clerk provide a certified copy of this Resolution to the Tax Collector for her records.

**RESOLUTION #36-24**  
**DESIGNATION OF TAX SEARCHER**

**BE IT RESOLVED**, by the Governing Body of the Borough of Maywood that Sheryl A. Luna, being a bonded official of the Municipality, be, and hereby is, designated as the Official Tax Searcher of the Borough of Maywood pursuant to the provisions of N.J.S.A. 54:5-11; and

**BE IT FURTHER RESOLVED**, that all lawful fees collected by the said Sheryl A. Luna, in her official capacity as Tax Searcher, be received and retained by the Borough of Maywood.

**RESOLUTION #37-24**  
**RESOLUTION AUTHORIZING THE TAX ASSESSOR APPEALS FOR THE**  
**PURPOSE OF CORRECTING ASSESSMENTS**

**WHEREAS**, the Mayor and Council are responsible for the financial interests of Borough; and

**WHEREAS**, tax appeals relate to said financial interests; and

**WHEREAS**, the Tax Assessor, Susan DeRosa, is knowledgeable of the tax appeal process as it affects the financial interests of the Borough; and

**WHEREAS**, some tax appeals can be adjudicated without a tax court trial but with the consent of the County Board of Taxation; and

**WHEREAS**, the financial interests of the Borough can be protected and expedited by delegating authorization to the above named representative to file Tax Assessor Appeals before the Bergen County Board of Taxation.

**NOW, THEREFORE, BE IT RESOLVED**, that the Tax Assessor is hereby authorized to file Tax Assessor Appeals for approval by the Bergen County Board of Taxation when appropriate during the year 2024.

**RESOLUTION #38-24**  
**AUTHORIZING ISSUANCE AND RE-ISSUANCE OF BOND ANTICIPATION NOTES**

**BE IT RESOLVED** that the Chief Financial Officer of the Borough of Maywood is hereby authorized to issue and renew duly authorized Bond Anticipation Notes for the Borough of Maywood, County of Bergen New Jersey as required; and

**BE IT FURTHER RESOLVED**, that the Borough Attorney, Borough Auditor, Borough Clerk, Bond Counsel, Chief Financial Officer, and Mayor are hereby authorized to act on behalf of the Borough of Maywood in the issuance or the re-issuance of authorized debt in the Borough.

**RESOLUTION #39-24**  
**RESOLUTION REQUIRING COUNCIL APPROVAL PRIOR TO EXPENDING OF DEA/ASSET**  
**FORFEITURE PROGRAM FUNDS IN THE BOROUGH OF MAYWOOD, COUNTY OF BERGEN,**  
**NEW JERSEY**

**WHEREAS**, the Borough of Maywood takes part in equitable sharing of the Asset Forfeiture Program (“Program”) offered by the United States Government by way of the Drug Enforcement Agency; and

**WHEREAS**, the Program provides monies to and for the benefit of the Maywood Police Department; and

**WHEREAS**, said monies are allocated for expenditure by the Chief of the Maywood Police Department; and

**WHEREAS**, the program rules require the Council to approve the Chief of Police’s allocation before spending; and

**WHEREAS**, the Mayor and Council of the Borough of Maywood desire to memorialize the rules requiring review and consent regarding expending of Program funds exceeding \$1,000.00 and require monthly accounting reports be submitted to the Mayor and Council;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that pursuant to the rules of the Asset Forfeiture Program, the Chief of the Maywood Police Department shall submit to the Mayor and Council for their review and approval any expenditures made from funds provided by this Program. No funds shall be released or contracts entered into without said approval.

**RESOLUTION #40-24**  
**RESOLUTION AUTHORIZING THE CANCELLATION OF SMALL BALANCES**

**WHEREAS**, N.J.S.A 40A:5-17.1 provides that a municipality may authorize the processing of tax refunds of less than Ten (\$10.00) Dollars;

**NOW, THEREFORE, BE IT RESOLVED** that the Tax Collector is hereby authorized to process, without further action on part of the Governing Body, any property tax refund of less than Ten (\$10.00) dollars.

**RESOLUTION #41-24**  
**RESOLUTION ESTABLISHING PETTY CASH FUNDS**

**WHEREAS**, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund in any county or municipality by application and resolution; and

**WHEREAS**, it is the desire of the Mayor and Council of the Borough of Maywood, County of Bergen, to establish such a fund for the Borough of Maywood, in the amount of \$650.00 and

**WHEREAS**, the custodian for these funds are as followed, who are bonded under the municipal general bond for \$1,000,000; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey, that the Mayor and Council hereby authorizes the establishment of a Petty Cash Revolving Fund for the Borough of Maywood, in the sum of \$650.00 as set forth above to be used for the purpose of meeting emergency expenditures necessary for the operation of the Borough of Maywood for the departments listed below which are not of such a nature that should be processed through an encumbrance system;

Department of Public Works	\$200.00 – Custodian Gloria Colmenares
Administrative and Executive	\$250.00 – Custodian Bonny Germino
Police Department	\$200.00 – Custodian Diane Morrell

**BE IT FURTHER RESOLVED** that an application has been filed and approved with the Division of Local Government Services, New Jersey Department of Community Affairs, to carry out the foregoing purposes.

**RESOLUTION #42-24**  
**RESOLUTION ESTABLISHING A PREFERENTIAL HIRING POLICY FOR DEPARTMENT OF PUBLIC WORKS AND NON-CONTRACTUAL EMPLOYEES WHO ARE, OR AGREE TO BE, ACTIVE MEMBERS OF THE BOROUGH OF MAYWOOD FIRE DEPARTMENT**

**WHEREAS** the Mayor and Council of the Borough of Maywood recognize the benefits of encouraging its Department of Public Works and non-contractual employees to be active members of the Borough of Maywood Volunteer Fire Department; and

**WHEREAS** the Mayor and Council of the Borough of Maywood hereby wish to establish a policy so as to grant preferential hiring for any applicant seeking a position with the Department of Public Works or a non-contractual employee position to either active Borough of Maywood volunteer firefighters; or those applicants that agree to become active members of the Borough of Maywood Volunteer Fire Department;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey that it shall be the policy of the Borough of Maywood that active Borough of Maywood volunteer firefighters or those applicants that agree to become active members of the Borough of Maywood Volunteer Fire Department shall be granted preferential consideration in their applications of employment to either the Department of Public Works or to any non-contractual employee position.

**RESOLUTION #43-24**  
**A RESOLUTION CONTINUING THE ESTABLISHMENT OF THE MAYWOOD VOLUNTEER ADVISORY BOARD**

**WHEREAS**, volunteer community service organization bring a familiarity with the community and its residents, its needs, its resources, its strengths and its weaknesses; and

**WHEREAS**, volunteer community service organizations, through their dedication, experience and commitment, form the backbone of community service; and

**WHEREAS**, a partnership between the Mayor and Council and volunteer community service organizations will foster and promote the more efficient use of volunteer services, a coordination of the volunteer efforts among the various community organizations, and a better use of community facilities;

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

**1. CREATION OF BOARD**

There is hereby created a Maywood Volunteer Advisory Board

**2. PURPOSE**

Volunteerism builds stronger communities, and the Maywood Volunteer Advisory Board will facilitate a connection between the Borough and the volunteer organizations that serve the residents of Maywood for the purpose of networking, shared services and resources, and support for each other's programs and events. The Volunteer Advisory Board will also serve as a conduit for residents looking to serve the community and organizations seeking volunteers.

**3. MEMBERSHIP; TERMS, ORGANIZATION**

- a. Volunteer community service organizations which serve the residents of the Borough of Maywood and wish to participate on the Maywood Volunteer Advisory Board are invited to apply for inclusion on the Board and propose one member as a representative.
- b. The Mayor and Council may, by resolution, appoint a representative from each volunteer community service organization submitting an application to the Volunteer Advisory Board to serve at the pleasure of the Mayor and Council until December 31 of the year in which the appointment is made.
- c. The Mayor and Council shall appoint one member of the Governing Body to act as Liaison to the Volunteer Advisory Board.
- d. The Volunteer Board will meet quarterly or as may be otherwise necessary to conduct its business.
- e. Officers at the first meeting of the Board, the members of the Board shall designate one member to act as chairperson, another to act as vice chairperson and another to act as secretary.
- f. The Volunteer Advisory Board may establish bylaws for the conduct of it business, subject to the approval of the Mayor and Council.
- g. The members of the Volunteer Advisory Board shall serve without compensation.

**4. POWERS AND DUTIES**

- a. The Volunteer Advisory Board shall facilitate a connection between the volunteer community service organizations and the Borough by the creation of a contract data base for the purpose of networking, shared resources, and support.
- b. The Volunteer Advisory Board will create a master calendar of its Members' programs and events for the purpose of promotion and support.
- c. The Volunteer Advisory Board will create and maintain a list of available volunteer and service opportunities and acts as a conduit to those looking to volunteer.
- d. The Volunteer Advisory Board will regularly advise the Governing Body on where volunteers and service organizations are meeting and the needs of the borough residents as well as opportunities to reach underserved members of the community.

**5. RESOURCES**

- a. The Volunteer Advisory Board shall be fully self-supporting bearing no expense or liability to the Borough.
- b. The Borough shall support the Volunteer Advisory Board through the facilitation of meetings and promotion of its mission and any other support deemed appropriate and approved by the Borough Administrator or Governing Body.

**BE IT FURTHER RESOLVED**, that the following are hereby appointed to the Volunteer Advisory Board for 2023:

Martha DeYoung

Tom Anzevino

**RESOLUTION #44-24**  
**AUTHORIZING SERVICE AGREEMENTS WITH MUNIDEX FOR**  
**SOFTWARE MAINTENANCE**  
**PET LICENSING**

**WHEREAS**, the Borough of Maywood is in need of a service agreement for the Software Maintenance of the Munidex Computer Software Systems for the year 2024; and

**WHEREAS**, the agreement provides for a one (1) year service with fees as noted in the Software Maintenance Agreement and less 10% for payment prior to January 31, 2024; and

**WHEREAS**, the cost of the software maintenance contract for the Pet licensing software maintenance contract shall not exceed \$449.10 which includes the 10% discount for the service year 2024;

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Maywood, Bergen County, New Jersey that the Mayor is hereby authorized to execute, and the Borough Clerk to attest, a service agreement between the Borough of Maywood and Munidex, Inc. for the maintenance of the Munidex Pet Licensing Software Systems.

**RESOLUTION #45-24**  
**A RESOLUTION OF THE GOVERNING BODY OF THE BOROUGH OF MAYWOOD RE-**  
**ADOPTING THE FORM REQUIRED TO BE USED FOR THE FILING OF NOTICES OF TORT**  
**CLAIMS AGAINST THE BOROUGH OF MAYWOOD IN ACCORDANCE THE PROVISIONS**  
**OF THE NEW JERSEY TORT CLAIMS ACT, N.J.S.A. 59:8-6.**

**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 Maywood is a public entity covered by the provisions of the New Jersey Tort Claims Act; and,

**WHEREAS**, the Borough of Maywood deems it advisable, necessary and in the public interests to adopt an updated Notice of Tort Claim form in the form attached hereto and made a part hereof;

**NOW THEREFORE BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood assembled in public session the 3rd day of January, 2024, 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 Maywood; and

**BE IT FURTHER RESOLVED**, that all persons making claims against the Borough of Maywood, pursuant to the New Jersey Tort Claims Act, N.J.S.A. 59:8-1, et. seq., be required to complete the form herein adopted as a condition of compliance with the notice requirement of the New Jersey Tort Claims Act.

**RESOLUTION #46-24**  
**A RESOLUTION APPROVING FIRE DEPARTMENT CLOTHING ALLOWANCE**  
**DURING ACTIVE MILITARY DUTY**

**WHEREAS**, there are presently members of the Maywood Fire Department who are actively serving in the military; and

**WHEREAS**, the Governing Body desires to allow the issuance of a clothing allowance to the members of the Fire Department actively serving in the military; and

**WHEREAS**, the Borough Administrator has reviewed this matter and recommends the issuance of a clothing allowance to those members of the Fire Department who are actively serving in the military.

**NOW THEREFORE, BE IT RESOLVED**, by the Mayor and Council of the Borough of Maywood, County of Bergen, and State of New Jersey, that a clothing allowance for members of the Maywood Fire Department who are actively serving in the military be and is hereby approved; and

**BE IT FURTHER RESOLVED**, that a copy of this resolution be forwarded to the Maywood Fire Department immediately upon its passage.

**RESOLUTION #47-24**  
**RESOLUTION OF THE BOROUGH OF MAYWOOD**  
**COUNTY OF BERGEN, STATE OF NEW JERSEY**  
**APPOINTING ADRIAN FEBRE AS MUNICIPAL HOUSING LIAISON**  
**FOR THE BOROUGH OF MAYWOOD**

**WHEREAS**, pursuant to N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq., the Borough of Maywood (“Borough”) is required to appoint a Municipal Housing Liaison for the administration of the City’s affordable housing program to enforce the requirements of N.J.A.C. 5:94-7 and N.J.A.C. 5:80-26.1 et. seq.; and

**WHEREAS**, the Borough’s Settlement with Fair Share Housing Center includes provisions for addressing the Borough’s constitutional obligation to provide for its fair share of very low-, low- and moderate-income housing, and among other items, provides for the appointment of a Municipal Housing Liaison to administer the Borough affordable housing program.

**NOW THEREFORE BE IT RESOLVED**, by the Borough Council of the Borough of Maywood, in the County of Bergen, and the State of New Jersey, that Adrian Febre is hereby appointed as the Municipal Housing Liaison for the administration of the affordable housing program, pursuant to and in accordance with the municipal code of the Borough of Maywood.

**RESOLUTION #48-24**  
**AUTHORIZING THE BOROUGH OF MAYWOOD TO ENTER INTO A COOPERATIVE**  
**PURCHASING AGREEMENT WITH SOURCEWELL AND TO PARTICIPATE AS A MEMBER IN**  
**THE COOPERATIVE PURCHASING SYSTEM**

**WHEREAS**, N.J.S.A. 52:34-6.2 entitled Cooperative Purchasing Agreements authorizes contracting units which includes municipalities to purchase goods and/or to contract for services through the use of nationally recognized and accepted cooperative purchasing agreements that has been developed utilizing a competitive bidding process by another contracting unit within the State of New Jersey or within any other State and prior to making purchases or contracting for services the contracting unit shall determine that the use of the cooperative purchasing agreement shall result in cost savings after all factors including charges for service, material, and delivery, have been considered; and

**WHEREAS**, the public bid solicitation and award process utilized by the lead agencies of the nationally recognized and accepted cooperative purchasing company National Intergovernmental Purchasing Alliance Company is also consistent with the public bidding and procurement policy in the State of New Jersey, and under New Jersey law, New Jersey contracting units may “piggyback” onto contracts awarded by National Intergovernmental Purchasing Alliance Company’s lead agencies because the solicitation process fosters competitive bidding, in as much as it utilizes advertising for bidding on a national cooperative contract; identifies the criteria and basis for the award and the solicitation, such as award to the “lowest responsible bidder” or award to the “most advantageous to the public entity, price or other factors considered”;

**NOW, THEREFORE, BE IT RESOLVED**, that the Borough of Maywood is hereby authorized to execute a Master Intergovernmental Cooperative Purchasing Agreement with National Intergovernmental Purchasing Alliance Company in a form attached hereto and/or execute a Principal Procurement Agency Certificate which authorizes the Borough of Maywood to participate as a member in the cooperative purchasing system; and

**BE IT FURTHER RESOLVED**, that nothing herein contained shall require the Borough to make purchases through National Intergovernmental Purchasing Alliance Company and shall only make said purchases from time to time, when it is determined by the Borough to be in the best interests of the Borough; and

**BE IT FURTHER RESOLVED**, that the Mayor shall be and is hereby authorized to execute said Master Intergovernmental Cooperative Purchasing Agreement with National Intergovernmental Purchasing Alliance Company and/or execute a Principal Procurement Agency Certificate which authorizes the Borough of Maywood to participate as a member in the cooperative purchasing system and any other documents reasonably necessary to complete said Agreement.