

**BOROUGH OF MAYWOOD
REORGANIZATION MEETING
JANUARY 5, 2021
7:30PM**

Meeting was called to order by Mayor Bolan at 7:35p.m.

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 Herald News and by posting such notice in the office of the Borough Clerk as well as in a public place within the Municipal Building, and by notifying interested citizens. Said notice was posted on December 28, 2020.

This meeting is being recorded by both audio and video.

CERTIFICATION OF GENERAL ELECTION – November 3, 2020

Mayor Bolan read the certified results of the November 3, 2020 General Election into the record.

Full Term

Louis D. Roer – 2,847 votes

Ryan Ullman – 2,923votes

Danyel Cicarelli – 2,227 votes

Francis J Messar III – 2,217 votes

Unexpired Term

Douglas Herrick – 2,778 votes

Frank J. Morrone – 2,415 votes

SWEARING IN CEREMONY:

Councilman Roer

Installing Officer: Congressman Josh Gottheimer

Congressman Gottheimer administered the Oath of Office to Councilman Roer.

Councilman Ullman

Installing Officer: Former Mayor Timothy Eustace

Assemblyman/Former Mayor Eustace administered the Oath of Office to Councilman Ullman.

Councilman Herrick

Installing Officer: Former Mayor Timothy Eustace

Assemblyman/Former Mayor Eustace administered the Oath of Office to Councilman Herrick.

Members of the Governing Body present: Mayor Bolan, Councilmembers DeMuro, Flynn, Herrick, Roer, Ullman and Bennin. Also present were Borough Attorney Brian E. Eyerman, Borough Administrator Donna Puglisi and Borough Clerk Barbara Dispoto.

PROCLAMATIONS, PRESENTATION, ETC.:

None

Mayor Bolan appointed Brian E. Eyerman of Dario, Albert, Metz & Eyerman LLC as Borough Attorney for a one year term expiring 12/31/21 and asked for confirmation.

RESOLUTION #1-21
APPOINTING BRIAN E. EYERMAN, 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 Brian E. Eyerman, Esq. of the firm Dario, Albert, Metz & Eyerman, LLC, located at 345 Union Street, Hackensack, New Jersey, is hereby appointed as Borough Attorney for 2021, 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.

Councilman Herrick moved for confirmation of the appointment and adoption of Resolution #1-21 as distributed to the Mayor and Council; seconded by Councilman Roer. Motion carried with Councilwoman Flynn abstaining.

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

Councilwoman DeMuro nominated Councilwoman Bennin; seconded by Councilman Herrick.

Councilman Roer moved that the nominations be closed; seconded by Councilwoman Flynn. Motion carries.

Councilwoman DeMuro made a motion to appoint Councilwoman Bennin as Council President, motion seconded by Councilwoman Flynn. Motion carried unanimously.

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

RESOLUTION #2-21
2021 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 2021 be adopted:

ANNUAL SCHEDULE OF MEETINGS FOR 2021

WORK SESSIONS

2nd Tuesday - 7:30 pm

January	5*
February	9
March	9
April	13
May	11

COUNCIL MEETINGS

4th Tuesday – 7:30 pm

January	26
February	23
March	23
April	27
May	25

June	**
July	13
August	10
September	14
October	12
November	9
December	14

June	22
July	27
August	24
September	28
October	26
December	28

*Re-Organization Meeting/Work Session – 1st Tuesday

**Due to a conflict with Primary Election Day – the work session will be combined with the Council Meeting on June 22, 2021

Due to the current State of Emergency regarding COVID-19, until further notice all meetings will be held via the ZOOM online meeting platform. Links for the first 6 months of 2021 meetings will be posted on the Borough’s website homepage, and should the State of Emergency continue links to additional meetings will be posted.

that the Borough Clerk is hereby authorized and directed to:

- 1) prominently post on a 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 of Woodland Park, New Jersey, and The Herald News of Woodland Park, New Jersey.

Councilman Herrick moved for adoption of the Annual Schedule of Meetings, Resolution #2-21, as distributed to the Mayor and Council; seconded by Councilwoman DeMuro. Motion carried unanimously.

Mayor Bolan administered the Oath of Office to the Fire Department Officers for 2021:

Matthew Reiner, Chief
John Gargagliano, Assistant Chief
Roy DeYoung, Deputy Chief

Mayor Bolan administered the Oath of Office to the Fire Police Officers for 2021:

Thomas Stavola, Captain
David Nauta, Lieutenant
Karen Stavola, Sergeant

Mayor Bolan appointed **Steven D. Wielkotz**, **Registered Municipal Accountant**, as **Auditor** for 2021, whose duties shall be to prepare financial statements, assist in preparation of the 2021 budget and make the compulsory audit report in accordance with the statutes so made and provided, and asked for confirmation.

RESOLUTION #3-21
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. Wielkotz, Registered Municipal Accountant, License #CR00413, of the firm Wielkotz & Company, LLC., PO Box 259, Pompton Lakes, New Jersey be and hereby is appointed for 2021, 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.

Councilwoman DeMuro moved for confirmation of the appointment and adoption of Resolution #3-21 as distributed to the Mayor and Council; seconded by Councilman Roer. Motion carried unanimously.

Mayor Bolan appointed **Steven L. Rogut** as **Bond Counsel** for the year 2021 and asked for confirmation.

RESOLUTION #4-21
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 2021; 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 2021 for a one year term effective January 1, 2021, 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.

Councilman Roer moved for confirmation of the appointment and adoption of Resolution #4-21 as distributed to the Mayor and Council; seconded by Councilwoman DeMuro. Motion carried unanimously.

Mayor Bolan appointed **Thomas Tuttle** as **Fire Prevention Chief and Fire Official** for a one year term expiring 12/31/21 and asked for confirmation.

RESOLUTION #5-21
APPOINTING THOMAS TUTTLE AS CHIEF OF THE FIRE PREVENTION
BUREAU AND AS FIRE OFFICIAL

WHEREAS, Section 179-6 of Chapter 179 of the code of the Borough of Maywood provides that the Chief of the Fire Prevention Bureau shall serve for a one year term expiring on December 31st of the year of the appointment; and

WHEREAS, said section further provides that the Chief of the Fire Prevention Bureau shall be designated as the Fire Official pursuant to the Uniform Safety Act (N.J.S.A. 52:27D-192 et seq.); and

WHEREAS, said section further provides that the Chief of the Fire Prevention Bureau shall be appointed by the Mayor with the advice and consent of the Borough Council; 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 Chief of the Fire Prevention Bureau;

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 Chief of the Fire Prevention Bureau and as Fire Official of the Borough of Maywood for a one year term expiring December 31, 2021; 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.

Councilman Herrick moved for confirmation of the appointment and adoption of Resolution #5-21 as distributed to the Mayor and Council; seconded by Councilwoman DeMuro. Motion carried unanimously.

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

FIRE INSPECTORS - for a one year term expiring 12/31/21

Michael Rau

Richard Minervini

Salvatore Lubertazzi, Jr.

Elsa (Joy) Chen - Chaplain to the Maywood Fire Police for a one year term expiring 12/31/21.

Reverend Doctor Bessie Duncan of the Unity Church of Christ - Chaplain to the Maywood Police Department for a one year term expiring 12/31/21.

Local Emergency Management Organization - for a one year term expiring 12/31/21

Richard Bolan
Charles Cuccia
Matthew Reiner
Thomas Stavola
James Mazzer
Daniel Callahan
Camille Hornes

Mayor
Finance
Fire Department
Fire Police
Damage Assessment
Sara Site
Media

Christopher Tuttle
William Colacurcio
John S. Gargagliano
Tara Grunstra
Kenneth Sinfield
Matthew Reiner
William Colacurcio
Thomas Tuttle
Christopher Hill
Gary Neumann

Director (3yr term ending 12/31/22)
Deputy Director
Deputy Director
Board of Health
Special Law Enforcement Officer
Shelter
Resource Management
Communications
Logistics / Resources
Public Works

Barbara L. Dispoto

Official Search Officer for Municipal
Improvements for a one year term expiring
12/31/21.

Police Matrons - for a one year term expiring 12/31/21

Felicia Benson-Kraft

Diane Morrell

Historical Advisory Committee - for a one year term expiring 12/31/21, *at the pleasure of the Mayor

Carol Dass
Harry Hillenius
Thomas Anzevino

Richard Henion
Mary Boggia
Betty Fetzer Historian*

Deborah Ames
Jeffrey Ames

Insurance Safety Committee for a one year term expiring 12/31/21

Mayor Richard Bolan
Tara Grunstra
Gary Neumann
Chief Terence Kenny
Caitlyn Hull
Captain Thomas Stavola

Donna Puglisi
Captain Mark Gillies
Lisa Schieli
Fire Official Thomas Tuttle
Chief Matthew Reiner

Barbara L. Dispoto
Germaine Gallitano
Charles Cuccia
Ashley Morrone
James Mazzer

Various Boards/Committees

Lisa Schieli

Coordinator – Recycling Advisory Committee
1 year term expiring 12/31/21

Gary Neumann

Dept of Public Works – Recycling Advisory Committee
1 year term expiring 12/31/21

Lisa Montany

Member – Recreation Advisory Board
3 year term expiring 12/31/23

Angelo Bondi

Merchant Member – District Management Corporation
1 year term expiring 12/31/21

Victoria Bruce	Merchant Member – District Management Corporation 1 year term expiring 12/31/21
Paul Padro	Merchant Member – District Management Corporation 1 year term expiring 12/31/21
Krupen Dudhia	Merchant Member – District Management Corporation 1 year term expiring 12/31/21
William Jerlinski	Resident Member – District Management Corporation 1 year term expiring 12/31/21
David Wiseman	Resident Member – District Management Corporation 1 year term expiring 12/31/21
William Jerlinski	Director – Consumer Affairs 1 year term expiring 12/31/21
Bina Dugan	Trustee – Library Board 5 year term ending 12/31/25

Councilman Herrick made a motion for the confirmation of the above appointments, seconded by Councilwoman DeMuro. Motion carried unanimously.

Mayor Bolan made the following appointments to the Planning Board:

Gary Neumann	Member Class II 1 year term expiring – 12/31/21
Paul Kuhn	Member Class IV 4 year term expiring – 12/31/2024
Anthony Klomenko	Alternate #2 2 year term expiring – 12/31/2022
John Gargagliano	Alternate #3 2 year term expiring – 12/31/2022
Geoffery Smith	Alternate #4 2 year term expiring – 12/31/2022

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

Councilman Herrick nominated Councilman Ullman for a one year term expiring 12/31/21; seconded by Council President Bennin.

A motion was made by Councilman Herrick to appoint Councilman Ullman as the Class III Member of the Planning Board, motion seconded by Councilman Roer. Motion carried unanimously.

REQUEST FOR CONSIDERATION ON RESOLUTIONS

RESOLUTION #6-21 **DESIGNATING DEPOSITORIES FOR 2021**

RESOLVED that; TD Bank, 560 Maywood Avenue, Maywood, NJ; Provident Bank, 125 W. Pleasant Avenue, Maywood, NJ, Wells Fargo Bank, NA, 1 Johnson Avenue, Hackensack, NJ, Capital One Bank, 184 Essex Street, Lodi, NJ, Freedom Bank, 99 Essex Street, Maywood, NJ and the State of New Jersey Cash Management Fund are designated as depositories of the Borough of Maywood for the year 2021 and that the Mayor, Borough Clerk, and Treasurer are authorized to sign all checks; and

BE IT FURTHER RESOLVED, the Accounting and Fiscal Policies and Procedures, as approved by the Borough Council for the year 2021 by Resolution #18-21, are on file in the Office of the Borough Clerk and is available for public inspection during regular business hours.

RESOLUTION #7-21 **OVERPAYMENT OF TAXES**

WHEREAS, from time to time the Borough of Maywood is required to repay certain monies which represent overpayment of taxes, or taxes or similar monies collected by error; and

WHEREAS, the approval of such payments do not require the exercise of discretion but are in fact mandatory payments required to be made by the Borough;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that the Treasurer be authorized to disburse payments required to be made by the Borough respecting the remitting of overpayment by the Treasurer without prior approval by the Mayor and Council provided that no such payment shall exceed the sum of \$5,000.00 and provided that the Treasurer shall report all such payments to the Mayor and Council by not later than the next Council Meeting following the making of such payment. In addition, explanation of all payments in excess of \$1,000.00 shall be included.

RESOLUTION #8-21 **INVESTMENT OF IDLE FUNDS**

WHEREAS, there are certain times when idle monies are available for investment purposes; and

WHEREAS, it is the desire of the Governing Body to give full authority to invest Borough idle funds and make a semi-monthly report on all investments;

NOW, THEREFORE, BE IT RESOLVED that the Treasurer of the Borough of Maywood is hereby authorized and directed to use his judgment in making investments in the Borough idle funds with the banks designated as depositories; and

BE IT FURTHER RESOLVED by the Governing Body that the Treasurer is hereby authorized to purchase Certificates of Deposit from any bank within the State of New Jersey offering the best competitive rates; and

BE IT FURTHER RESOLVED that where such investments require the drawing of the check that the Mayor, Borough Clerk and Treasurer be authorized to sign checks in the same manner as provided for all other checks of the Borough of Maywood; and

BE IT FURTHER RESOLVED that the Treasurer be given full authority to request all banks designated as depositories to wire and receive money from such banks by telephone instructions through Federal Reserve or the best possible method in the amounts given and to charge and credit the Borough account so stated.

RESOLUTION #9-21
DUE DATE ON TAXES

RESOLVED, by the Mayor and Council of the Borough of Maywood, County of Bergen, New Jersey that taxes due the Borough shall be payable February 1st, May 1st, August 1st and November 1st each year, after which dates, if unpaid, shall become delinquent and from and after the respective dates hereinbefore providing for taxes to become delinquent, the taxpayer on property assessed shall be subject to interest at 8% per annum on the first \$1,500.00 of the delinquency and 18% per annum on any amount in excess of \$1,500.00; and

BE IT FURTHER RESOLVED, that in the event said taxes shall be paid within ten days from due date the interest shall be waived except if the Office of the Tax Collector is closed on the tenth day of February, May, August, or November, then the grace period shall be extended to include the first business day thereafter; and

BE IT FURTHER RESOLVED, that the interest so stated will revert back to the due date on any installment of taxes or assessments received after the expiration of the ten day grace period or as otherwise provided in this resolution.

RESOLUTION #10-21
APPOINTING CHARLES S. CUCCIA 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 Charles S. Cuccia 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 Charles S. Cuccia 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 #11-21
2021 TEMPORARY BUDGET

WHEREAS, N.J.S.A.40:4-19 provides that, where any contracts, commitments or payments are to be made prior to the adoption of the 2021 budget, temporary appropriations are to be made prior to the end of the first month of the fiscal year for the purposes and amounts required and in a manner and time therein provided; and

WHEREAS, the total appropriations as made shall not exceed 26.25% of the total appropriations made for all purposes in the budget of the preceding fiscal year excluding in both instances, appropriations made for debt service, capital improvement fund and public assistance; and

WHEREAS, the 2020 Current budget appropriations adopted by the Borough of Maywood total, exclusive of any appropriations for debt service, capital improvement fund and public assistance amounted to \$16,651,428.89 and Swim Pool Appropriations excluding capital improvement fund amounted to \$271,600.00; and

WHEREAS, 26.25 percent of the total Current appropriations of the 2020 budget as calculated in accordance with N.J.S.A 40A:4-19 and the Division of Local Government directives amount to \$4,371,000.08 and Swim Pool appropriations amount to \$71,295.00.

NOW, THEREFORE BE IT RESOLVED by the Borough Council of the Borough of Maywood, County of Bergen, State of New Jersey, that the following temporary appropriations for 2021 are hereby made:

Account	Temporary Budget
20-1001 ADMINISTRATIVE & EXECUTIVE	56,437.50
20-1002 ADMINISTRATIVE & EXECUTIVE	19,818.75
20-1101 ACCRUED VACATION & SICK TIME:	0.00
20-1201 BOROUGH CLERK S/W:	35,437.50
20-1202 STATIONERY, PRINTING &	5,775.00
20-1212 BOROUGH CLERKS O/E:	2,625.00
20-1352 ANNUAL AUDIT O/E:	18,375.00
20-1451 COLLECTOR OF TAXES S/W:	32,812.50
20-1452 COLLECTOR OF TAXES O/E:	35,004.37
20-1501 ASSESSMENT OF TAXES S/W:	4,725.00
20-1502 ASSESSMENT OF TAXES O/E:	918.75
20-1552 LEGAL SERVICES & COSTS O/E:	38,062.50
20-1652 ENGINEERING SERV. & COSTS O/E:	17,062.50
20-1752 MAYWOOD HISTORICAL	656.25
20-1812 PLANNING BOARD MISC. O/E:	1,496.25
21-1801 PLANNING BOARD S/W:	918.75
21-1802 PLANNING BOARD LEGAL O/E:	4,200.00
21-1803 PLANNING BOARD EMERG.:	0.00
22-1951 UNIFORM CONSTRUCTION CODE	51,187.50
22-1952 UNIFORM CONSTRUCTION CODE	2,231.25
22-1981 RENT MONITORING BOARD O/E:	0.00
22-1982 RENT MONITORING BOARD S/W:	0.00
23-1212 INSURANCE/GROUP DENTAL:	0.00
23-2102 INSURANCE OTHER PREMIUM:	80,062.50
23-2110 INSURANCE - SURETY BOND:	6,562.50
23-2152 INSURANCE - WORKERS COMP:	64,312.50
23-2202 INSURANCE/HOSP. SERVICE PLAN:	536,943.75
25-2401 POLICE S/W:	1,023,432.45
25-2402 POLICE O/E:	61,818.75
25-2522 EMERG MGMT SERV AUX POLICE	1,496.25
25-2532 EMERG.MGMT.SERV. MISC. O/E:	1,601.25
25-2542 LIFE HAZARD USE FEE GRANT:	3,937.50
25-2612 FIRE-POLICE EMERGENCY SQ. O/E:	3,228.75
25-2630 FIRE PREVENTION BUREAU O/E:	0.00
25-2651 PUBLIC SAFETY FIRE DEPT. S/W:	0.00
25-2652 P.S. FIRE HYDRANT SERVICE O/E:	36,093.75
25-2662 P.S. FIRE CLOTHING	5,775.00
25-2752 MUNICIPAL PROSECUTOR S/W:	0.00
25-2782 RADIO SERVICE & MAINT. O/E:	1,312.50
26-2672 P.S. FIRE DEPT. MISC. O/E:	16,931.25
26-2901 STREETS & ROADS S/W:	270,386.81
26-2902 STREETS & ROADS O/E:	32,156.25
26-2950 BRIARCLIFF-STORMWATER	0.00
26-3002 SHADE TREE O/E:	5,775.00
26-3051 RECYCLING COMMITTEE O/E:	31,500.00
26-3052 GARBAGE & TRASH REMOVAL:	229,687.50
26-3054 INTERLOCAL GARBAGE & TRASH	0.00
26-3061 RECYCLING COMMITTEE S/W:	1,286.25
26-3102 TELEPHONE:	15,750.00
26-3112 PUBLIC BUILDINGS & GROUNDS	70,875.00
26-3151 MAINTENANCE OF VEHICLES S/W:	3,937.50
26-3152 MAINTENANCE OF VEHICLES O/E:	36,750.00
27-3300 INTERLOCAL CTY OF BERGEN	17,062.50
27-3301 BOARD OF HEALTH S/W:	0.00
27-3302 BD.OF HEALTH AMBULANCE O/E:	0.00
27-3303 BD.OF HEALTH EMT:	0.00
27-3305 INTERLOCAL CTY ANIMAL	6,562.50
27-3312 BD. OF HEALTH MISC. O/E:	1,181.25
27-3451 ADMN.PUBLIC ASSISTANCE S/W:	0.00
27-3452 ADM. OF PUBLIC ASSISTANCE O/E:	0.00
28-3701 BOARD OF RECREATION S/W:	3,937.50
28-3702 BOARD OF RECREATION O/E:	2,953.12
28-3732 SENIOR CITIZENS CLUB-EXISTING:	997.50
28-3742 SENIOR CITIZENS CLUB-NEW:	997.50

Account	Temporary Budget
28-3750 SENIOR CITIZENS:	52.50
28-3751 PARKS & PLAYGROUNDS S/W:	0.00
28-3752 PARKS & PLAYGROUNDS O/E:	20,081.25
29-3902 MAINT. OF FREE PUBLIC LIBRARY:	130,052.73
30-4112 BUREAU OF CONSUMER AFFAIRS	0.00
30-4202 CELEBRATION OF PUBLIC EVENTS:	1,666.87
30-4203 CELEBRATION OF PUBLIC EVENTS:	6,168.75
31-4292 SEWER TESTING:	1,575.00
31-4295 BOR. OF PARAMUS:	0.00
31-4352 STREET LIGHTING:	36,750.00
31-4552 BERGEN COUNTY UTILITIES	393,750.00
31-4602 UTILITIES / GASOLINE:	0.00
31-4603 LOSAP:	17,062.50
31-4622 INTERLOCAL AGREEL-DIESEL	38,981.25
31-4625 INTERLOCAL SEWER COLLECTION:	65,625.00
35-4702 CONTINGENT:	0.00
36-4722 SOCIAL SECURITY SYSTEM:	76,125.00
36-4732 PUBLIC EMPLOYEES' RET. SYSTEM:	68,775.00
36-4742 CONSOL.POL.& FIRE.PENSION	8,610.00
36-4752 POL.& FIRE. RETIRE. SYST.OF NJ:	242,812.50
36-4762 UNEMPLOYMENT COMPENSATION:	11,812.50
36-4770 DCRP:	0.00
37-4800 JUDGEMENTS:	31,500.00
40-3302 HEPATITIS B:	1,443.75
41-7032 MUNICIPAL ALLIANCE PROGRAM:	2,592.45
41-7050 MAYWOOD LIBRARY:	39,375.00
41-7111 ALCOHOL ED REHAB FUND:	1,441.38
41-7112 DRUNK DRIVING ENFORCEMENT	738.41
41-7113 BULLETPROOF VEST PSHIP.	0.00
41-7122 AGGRESSIVE DRIVERS GRANT:	0.00
41-7123 BERGEN COUNTY 200 CLUB	0.00
41-7130 COPS MORE:	0.00
41-7132 BODY ARMOR GRANT:	656.77
41-7134 STATEWIDE LOCAL DOMESTIC	0.00
41-7135 OBEY THE SIGNS GRANT:	0.00
41-7138 RECYCLING TONNAGE GRANT:	4,874.88
41-7302 MUNI RECYCLING ASSISTANT	0.00
41-7305 US DEPT OF ENERGY-SOLAR	0.00
41-7330 CLICK IT OR TICKET GRANT:	0.00
41-7332 Firefighters Equipm Grant:	0.00
41-7450 SMART GROWTH GRANT:	0.00
41-7502 STORMWATER REGULATION	0.00
41-7503 STORMWATER MANAGEMENT:	0.00
41-7504 ASSIS. TO FIREFIGHTERS GRANT:	0.00
41-7701 CLEAN COMMUNITIES GRANT::	4,711.87
41-7702 CLEAN COMMUNITIES GRANT O/E:	0.00
43-4901 MUNICIPAL COURT S/W:	0.00
43-4902 MUNICIPAL COURT O/E:	0.00
43-4922 INTERLOCAL-MUNICIPAL COURT:	22,312.50
43-4952 PUBLIC DEFENDER O/E:	0.00
44-9012 CAPITAL IMPROVEMENT FUND:	6,562.50
44-9015 BCIA PRINCIPAL & INTEREST:	11,812.50
44-9020 REFURBISHING OF LADDER	0.00
44-9022 FIRE POLICE-RADIO EQUIPMENT:	0.00
44-9025 NJ ENVIRONMENTAL	11,812.50
45-9202 PAYMENT OF BOND PRINCIPAL:	223,125.00
45-9252 PAYMENT OF BAN & CAPITAL	52,500.00
45-9302 INTEREST ON BONDS:	26,250.00
45-9352 INTEREST ON NOTES:	40,687.50
45-9400 GREEN ACRES/BRIARCLIFF PARK:	0.00
45-9405 REFUND BONDS:	0.00
45-9450 GREEN TRUST LOAN-727 PROG.:	12,206.25
46-8700 EMERGENCY AUTH:	0.00
46-8710 DEFERRED CHARGES:	0.00
46-8712 PRIOR YEARS BILLS:	0.00

Account	Temporary Budget
46-8720 DEFICIT IN SWIM POOL UTILITY:	0.00
46-8725 DEFICIT IN RESERVE FOR	0.00
46-8750 DEFERRED CHARGES:	21,000.00
46-8772 DEFERRED CHARGE:	0.00
46-8801 OVEREXPENDITURE OF CAPITAL	0.00
50-8992 RESERVE FOR UNCOLLECTED	192,937.50
99-2305 SEWAGE PUMP STATION:	0.00
99-3015 SENIOR CITIZEN HANDI-CAP:	0.00
99-3060 DOMESTIC PARTNERSHIP FEES:	0.00
99-3210 CODIFICATION OF ORDINANCES:	0.00
99-3220 SPECIAL EMERGENCY/BMED	0.00
99-3230 EMERG/REVAL OF REAL	0.00
99-3240 EMERGENCY/REV OF TAX MAP:	0.00
99-3401 PYB'92 LEGAL:	0.00
99-3501 UNKNOWN ACCOUNT:	0.00
99-5001 ELEVATOR INSPECTIONS:	0.00
99-5810 PUBLIC ASSISTANCE:	0.00
99-6305 RECYCLING TONNAGE GRANT S/W:	0.00
99-6310 RECYCLING TONNAGE GRANT O/E:	0.00
99-6315 BERGEN COUNTY OPEN SPACE	0.00
99-6320 DOT GRANT-PALMER AVENUE:	0.00
99-6321 EMERGENCY ROAD REPAIR AID:	0.00
99-6325 CDBG GRANT-W. PASSAIC &	0.00
99-6330 GREEN COMMUNITIES GRANT:	0.00
99-6332 CDBG GRANT:	525.00
99-6501 SUPPL. SAFE NEIGH. S/W-STATE:	0.00
99-6510 SUPPL. SAFE NEIGH. S/W - LOCAL:	0.00
99-6520 SUPPL. SAFE NEIGH. O/E:	0.00
99-6601 SUPPL. FIRE SERV. O/E - STATE:	0.00
99-6610 BCUA Grant:	620.81
99-6900 MUN. PURP. TAX ASST. ACT OF 1980:	0.00
99-6950 ALCOHOL ED REHAB FUD-COURT	0.00
99-6990 SBA TREE PLANTING GRANT:	0.00
99-7002 CLEAN COMMUNITIES-PRIOR YEAR:	0.00
99-7005 MUNICIPAL ALLIANCE GRANT:	0.00
99-7020 CAPITAL IMPROVEMENT	0.00
Total	4,732,636.73

Account	Temporary Budget
55-5010 602M POOL SALARIES & WAGES:	34,125.00
55-5020 SWIM POOL OTHER EXPENSES:	24,360.00
55-5100 CAPITAL IMPROVEMENTS::	0.00
55-5210 PAYMENT OF BOND:	6,562.50
55-5230 INTEREST ON BONDS:	997.50
55-5300 DEFERRED CHARGES:	0.00
55-5301 EMERGENCY AUTHORIZATION:	0.00
55-5325 DEFICIT IN OPERATIONS:	0.00
55-5400 PUBLIC EMPLOYEES RETIRE	2,231.25
55-5410 SOCIAL SECURITY SYSTEM:	2,756.25
55-5420 UNEMPLOYMENT COMPENSATION	262.50
55-5425 SURPLUS:	0.00
Total	71,295.00

RESOLUTION #12-21
AUTHORIZING THE EXECUTION OF A PROFESSIONAL
SERVICES CONTRACT FOR BRIAN E. EYERMAN, ESQ., BOROUGH ATTORNEY

WHEREAS, the Mayor and Council of the Borough of Maywood had appointed Brian E. Eyerman, Esq. of the firm Dario, Albert, Metz & Eyerman, LLC of 345 Union Street, Hackensack, New Jersey 07601 as Borough Attorney for the year 2021 effective January 1, 2021 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 Brian E. Eyerman, Attorney, of the firm Dario, Albert, Metz & Eyerman, LLC. for a term of one year effective January 1, 2021 and setting forth the terms and conditions respecting the appointment of the Borough Attorney and compensation to Brian E. Eyerman, 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 #13-21
AUTHORIZING EXECUTION OF AGREEMENT BETWEEN THE BOROUGH OF
MAYWOOD AND STEVEN D. WIELKOTZ OF WIELKOTZ & COMPANY LLC.

WHEREAS, the Mayor and Council of the Borough of Maywood had, by Resolution #3-21, 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 Borough Administrator has determined and certified in writing that the anticipated payments under said contract may exceed \$17,500; 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 are available for this purpose pursuant to the 2021 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, 2021 and that said compensation as set forth in the terms of said agreement shall not exceed \$50,500 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;

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 #14-21
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 #4-20, appointed Steven L. Rogut, Esq. of Rogut McCarthy LLC, 37 Alden Street, Cranford, New Jersey 07016 as Bond Counsel for the year 2021 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 2021 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, 2021; 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 #15-21
AUTHORIZING SIGNATURES ON BOROUGH DRAFTS/CHECKS

WHEREAS, the Mayor and Council of the Borough of Maywood have designated as our depository TD Bank, 560 Maywood Avenue, Maywood, New Jersey;

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:

Richard Bolan, Mayor
Barbara L. Dispoto, Borough Clerk
Charles Cuccia, Treasurer

BE IT FURTHER RESOLVED that the above named officers/employees are authorized to endorse all drafts, checks, etc. deposited to our account; 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 #16-21
RESOLUTION AUTHORIZING THE VARIOUS DEPARTMENTS IN THE BOROUGH OF MAYWOOD TO MAINTAIN PETTY CASH FUNDS AS FOLLOWS FOR 2021

WHEREAS, N.J.S.A. 40A:5-21 authorizes the establishment of a Petty Cash Fund for following departments:

Police Department	\$200.00	Custodian- Diane Morrell
Department of Public Works	\$200.00	Custodian- Alex Mailander
Swim Pool	\$120.00	Custodian- David Wells
Administrative/Executive	\$250.00	Custodian- Richard Busa

of the Borough of Maywood; and

WHEREAS, said Petty Cash Funds were established by resolution of the council of the Borough of Maywood; and

WHEREAS, said Petty Cash Fund received approval from the Director of Local Government Services as follows:

Police Department	03/21/85
Department of Public Works	08/19/11

Swim Pool
Administrative/Executive

08/19/11
05/02/08

; and

WHEREAS, it is the desire of the Council that said funds be established and be allowed to continue under the control of the appointed custodians so designated above,

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

1. Each custodian of petty cash is authorized and permitted to establish a Petty Cash Fund in the amount designated above pursuant to the provisions of N.J.S.A. 40A:5-21. Said Petty Cash Fund will be used by such office or department to pay claims for small miscellaneous expenses not to exceed \$25.00.
2. Each custodian, having custody of the Fund be bonded in an amount not less than \$1,000.00 and will maintain said Fund in accordance with the laws and regulations governing its operation.

RESOLUTION #17-21

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 #18-21

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 2021:

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

RESOLUTION #19-21
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 10th 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 Barbara L. Dispoto, Borough Clerk as the Public Agency Compliance Officer for the year 2021; 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 #20-21
AUTHORIZATION OF CERTAIN BILLS

WHEREAS, the Borough of Maywood has entered into certain contracts and has certain other obligations for which the required payments are fixed; and

WHEREAS, the scheduled dates of the regular meetings of the Mayor and Council do not permit timely approval and payment of the amounts due under said obligations;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Maywood that the Treasurer be and is hereby authorized to make payroll transfers and payments in settlement of the following obligations, upon presentation of appropriate vouchers, without further approval of the Mayor and Council:

1. Maywood Board of Education
2. County of Bergen – County Tax
3. South Bergen Municipal Joint Insurance Fund
4. New Jersey Municipal Excess Liability Joint Insurance Fund
5. Bergen Municipal Employee Benefits Fund
6. Solid Waste Cost
7. Utility charges i.e.: telephone, gas, electric etc.
8. Payments required to be made in between Council Meetings to accommodate sound business practices, approved by the Mayor and Chief Financial Officer, not to exceed \$5,000.00; payments to be ratified at the subsequent Council Meeting.

RESOLUTION #21-21
SOUTH BERGEN MUNICIPAL JOINT INSURANCE
FUND RISK MANAGEMENT CONSULTANT'S AGREEMENT

WHEREAS, Professional Insurance Associates, Inc. has offered to the Municipality professional risk management consulting services as required in the bylaws of the South Bergen Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds; and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) authorizes the execution of such professional services contract; and

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 Professional Insurance Associates, Inc. for professional risk management consulting services as required in the bylaws of the South Bergen Municipal Joint Insurance Fund and the Municipal Excess Liability Joint Insurance Funds; and

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

RESOLUTION #22-21
BERGEN MUNICIPAL EMPLOYEE BENEFITS FUND
PRODUCER/CONSULTANT'S AGREEMENT

WHEREAS, the Professional Insurance Associates, Inc. (PIA), 429 Hackensack Street, PO Box 818, Carlstadt, NJ 07072-0818 (hereinafter referred to as the Consultant) has offered to the Municipality professional risk management consulting services as required in the bylaws of the Bergen Municipal Employee Benefits Fund (Hereinafter referred to as the Fund); and

WHEREAS, the Local Public Contracts Law (N.J.S.A. 40A:11-1 et. seq.) authorized the execution of such professional services contract; and

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 Professional Insurance Associates, Inc. for professional risk management consulting services as required in the bylaws of the Bergen Municipal Employee Benefits Fund.

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

RESOLUTION #23-21
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 #24-21
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 Chosen Freeholders, the County Prosecutor and all municipalities in Bergen County.

RESOLUTION #25-21
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 #26-21

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 Mayor and Council of the Borough of Maywood has determined that any organization wishing to use any recreational field and/or facility to host an event, such as tournaments, clinics or camps outside their normal field usage must first obtain approval by the Mayor and Council of the Borough of Maywood; and

WHEREAS, normal field usage shall be defined as permitted regularly scheduled games and practices; and

WHEREAS, prior to seeking Mayor and Council approval, the applicant must fully execute an application along with all documents required by the Recreation Department. Upon completion both the application in its entirety along with the Special Event Check List will be forwarded to the Borough Clerk to place on an upcoming agenda for Mayor and Council approval;

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 wishing to use any recreational field and/or facility to host an event, such as tournaments, clinics or camps must first obtain approval of the Mayor and Council.

RESOLUTION #27-21

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 #28-21

RESOLUTION AUTHORIZING THE CANCELLATION OF SMALL BALANCES

WHEREAS, N.J.S.A 40A:5-17 allows for the cancellation of property tax overpayments or delinquent amounts in the amount of less than \$10.00; and

WHEREAS, the Mayor and Council of the Borough of Maywood may authorize the Tax Collector to process, without further action on their part, any cancellation of property tax overpayments or delinquencies of less than \$10.00;

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Maywood hereby authorize the Tax Collector to cancel said tax amounts as deemed necessary; and

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded to the Tax Collector, the Chief Financial Officer and the Municipal Auditor.

RESOLUTION #29-21

**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 #30-21
APPOINTING JOHN L. SHAHDANIAN II, ESQ.,
AS LABOR ATTORNEY FOR THE YEAR 2021

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 2021;

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 2021 for a one year term effective January 1, 2021, 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 #31-21
AUTHORIZING THE EXECUTION OF A PROFESSIONAL SERVICES CONTRACT FOR
JOHN L. SHAHDANIAN II, ESQ., AS LABOR ATTORNEY FOR THE YEAR 2021

WHEREAS, the Mayor and Council of the Borough of Maywood had, by Resolution #30-21, appointed John L. Shahdanian II, ESQ. as Labor Counsel for the year 2021 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 2021 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 2021; 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, 2021; 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 #32-21
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.

RESOLUTION #33-21
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 2021 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 2021 shall be on the fourth Tuesday 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 2021 shall be held on the second Tuesday for each month, with the exception of legal holidays. Formal action will be taken if necessary.
3. All the meeting regularly scheduled, as set forth in paragraphs 1 and 2 above, shall be held via the Zoom meeting platform due to the current State of Emergency in response to COVID-19,

when the State of Emergency is lift and there is no longer a health and safety issue meetings will resume 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. Invocation
 - b. Salute to the flag
 - c. Statement of compliance with the Open Public Meetings Act
 - d. Calling of the roll
 - e. Special presentations, if any
 - f. Meeting open to the public (any matter either on or off the agenda)
 - g. No person shall be permitted to speak in excess of three (3) minutes, unless the time is extended by a majority vote of the Mayor and Council)
 - h. Public hearing on Ordinances, if any
 - i. Adoption of ordinances, if any
 - j. Approval of minutes
 - k. Presentation of Bills and Claims
 - l. Correspondence and report of the Borough Clerk
 - m. Report of the Administrator
 - n. Committee reports
 - o. Report of the Mayor
 - p. Action Items
 1. Acceptance of resignations
 2. Approval of appointments
 3. Council approvals
 4. Adoption of resolutions
 5. Introduction of ordinances, if any
 - q. New business – Unless emergent, matters raised will be scheduled for discussion on the following work session of the Mayor and Council
 - r. Old business - Unless emergent, matters raised will be scheduled for discussion on the following work session of the Mayor and Council
 - s. Closed session, if necessary
 - t. Return to open session, if necessary
 - u. 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 #34-21
FY 2020 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 #35-21
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 Signatore 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 #36-21
AUTHORIZING SERVICE AGREEMENTS WITH MUNIDEX FOR
SOFTWARE MAINTENANCE

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 2021; and

WHEREAS, the agreement provides for a one (1) year service with fees as noted in the Software Maintenance Agreement and less 20% for payment prior to January 31, 2021; and

WHEREAS, the cost of the software maintenance contract for the Finance Office will not exceed \$14,430.40 which includes the 20% discount and the Municipal Clerk software maintenance contract shall not exceed \$902.40 which includes the 20% discount for the service year 2021;

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 Software Systems.

RESOLUTION #37-21
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 2021 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 2021; 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 adopted for calendar year 2021; and

BE IT FURTHER RESOLVED, that the following are hereby appointed to the Maywood Green Team for 2021:

Tara Grunstra

William Grunstra

Sean Fleming

RESOLUTION #38-21
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 2021 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 2021. 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 #39-21
RESOLUTION APPOINTING SEASONAL PART TIME EMPLOYEES FOR PLOWING
WITH THE MAYWOOD DEPARTMENT OF PUBLIC WORKS

WHEREAS, there exists a need to have seasonal part time employee(s) to assist in plowing with the Maywood Department of Public Works; and

WHEREAS, the Mayor and Council of the Borough of Maywood wish to hire Anthony Hamm and Carmello Gaglioti as part time employee in the Borough of Maywood Department of Public Works; and

WHEREAS, said appoint shall be at a rate of \$25.00 per hour; and

WHEREAS, non-contract Borough employee William Shaum shall also be utilized and available for plowing work and shall be compensated at his normal overtime rate.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey that the Mayor be and he is hereby authorized and directed to execute, and the Borough Clerk to attest, to any and all documents necessary to hire or utilize part-

time/non-contract employees pursuant to this resolution and the polices of the Borough of Maywood;
and

BE IT Further RESOLVED, that a copy of the within resolution 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 #40-21

**A RESOLUTION AUTHORIZING THE EXECUTION OF THE MUNICIPAL ALLIANCE
GRANT WITH THE COUNTY OF BERGEN**

WHEREAS, The Municipal Alliance to Prevent Alcoholism and Drug Abuse, initiated in 1989, exemplifies a public/private partnership at the community level to prevent alcoholism and substance abuse. Currently 90% of all municipalities in Bergen County have active Municipal Alliances comprised of mayors, community members, law enforcement, educators, and youth. Throughout the state Drug Enforcement Demand Reduction (DEDR) funds collected by fines imposed on those convicted of drug-related offenses are used by The Governor's Council on Alcoholism and Abuse (GCADA) to issue grants to each county in New Jersey. The Bergen County Department of Health Services, with oversight by the County Alliance Steering Subcommittee, coordinates local municipal alliances. Every alliance plans and implements substance abuse prevention programs for their community using DEDR funds and money raised through local fundraising efforts; and

WHEREAS, the Mayor and Council of the Borough of Maywood wish to execute and enter into agreement with the County of Bergen to participate in The Municipal Alliance Grant to Prevent Substance Abuse;

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Chairman of the Municipal Alliance of the Borough of Maywood, County of Bergen, State of New Jersey are hereby authorized to execute and the Borough Clerk shall attest in all documentation necessary to take part in the Municipal Alliance Grant to Prevent Substance Abuse.

RESOLUTION #41-21

**A RESOLUTION GOVERNING THE USE OF BOROUGH VEHICLES FOR
BOROUGH BUSINESS ONLY**

WHEREAS, the Mayor and Council of the Borough of Maywood affirms that Municipal vehicles are to be used only for official business of the Borough of Maywood and shall adopt Ordinance #1-21 to govern the use of such of vehicles; and

WHEREAS, the Mayor and Council of the Borough of Maywood wish to adopt by this resolution the rules contained within proposed Ordinance #1-21 to govern the use of municipal vehicles until the formal adoption of said Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Maywood, County of Bergen, State of New Jersey adopts the vehicle use policy contained

within in proposed Ordinance #1-21 and affirms that same shall supersede any current policy or code of the Borough of Maywood until such time as the proposed Ordinance is adopted;

BE IT FURTHER RESOLVED, that a copy of the within resolution 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 and that said resolution shall be served on all officials assigned a Borough vehicle.

Councilman Roer moved for adoption Resolutions #6-21 through #41-21; seconded by Councilwoman DeMuro. Motion carried unanimously.

INTRODUCTION OF ORDINANCES

ORDINANCE #1-21

“AN ORDINANCE TO ESTABLISH, RATIFY AND CONFIRM CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF MAYWOOD, COUNTY OF BERGEN, NEW JERSEY, AND TO PROVIDE FOR AND DETERMINE THE COMPENSATION TO SUCH OFFICERS AND EMPLOYEES”

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MAYWOOD, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY, AS FOLLOWS:

WHEREAS, Borough of Maywood Code Chapter 83 entitled “SALARIES AND COMPENSATION” provides that the salaries and compensation of all officers and employees of the Borough of Maywood are set forth yearly by ordinance of the Mayor and Council; and

WHEREAS, the Mayor and Council of the Borough of Maywood desire to revise and update the salaries and compensation of all officers and employees of the Borough of Maywood;

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

Section 1. The following offices and positions of employment of the Borough of Maywood are hereby established, ratified and confirmed and the annual salary and hourly rates of compensation for such offices or positions of employment are hereby fixed and determined as follows, for current employees as of the effective date of this ordinance:

POSITION	SALARY
<u>ADMINISTRATION</u>	
Borough Administrator	\$127,500.00
Executive Assistant	\$ 59,567.66
Borough Clerk	\$ 81,151.20
Assistant to the Borough Clerk	\$ 45,631.95
Administrative Assistant	\$ 42,110.66
<u>FINANCE</u>	
Chief Financial Officer/QPA (Part-time)	\$ 32,986.54

Tax Collector/Official Tax Search Officer (Part-time)	\$ 19,711.11
Treasurer (Part-time)	\$ 7,803.00
Assessor (Part-time)	\$ 17,686.80
Tax/Payroll Clerk	\$ 58,366.44
A/P Budget Clerk (Part-time)	\$ 22.44/hr.

MUNICIPAL COURT

Shared Service Agreement with Paramus

DEPARTMENT OF PUBLIC WORKS

Superintendent of Public Works	\$ 97,100.54
Supervisor	\$ 85,487.80
Maintenance (Start Date 01/01/02)	\$ 44,897.46
Maintenance (Start Date 08/06/07)	\$ 41,845.27
Administrative Assistant	\$ 43,000.00
Recycling Coordinator	\$ 5,100.00
Seasonal (Part-time)	\$11.22-15.30/hr.

BUILDING DEPARTMENT

Construction Code Official	\$ 8,573.60
Building Sub-Code Official	\$ 11,638.67
Building Inspector	\$ 8,573.60
Housing Inspector	\$ 5,389.13
Plumbing Subcode Official	\$ 10,860.55
Plumbing Inspector	\$ 10,983.01
Electrical Subcode Official	\$ 6,015.20
Electrical Inspector	\$ 5,403.20
Fire Subcode Official	\$ 4,849.03
Fire Inspector	\$ 4,242.92
Zoning Officer	\$ 8,083.69
Property Maintenance Officer	\$ 8,083.69
Elevator Inspector (1)	\$ 4,996.91
Administrative Assistant	\$ 45,732.76
Planning Board Secretary	\$ 3,570.00

RECREATION

Recreation Associate	\$ 50,548.26
Swim Pool Manager (June 15-Sept. 15)	\$ 13,000.00

BOARD OF HEALTH

Board Secretary	\$ 3,570.00
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FIRE PREVENTION BUREAU

Fire Prevention Official	\$ 5,465.23
Fire Prevention Inspectors	\$ 25.50/hr.
Fire Prevention Secretary	\$ 777.95

DEPARTMENT OF PUBLIC SAFETY

Chief of Police	\$ TBD
Secretary to Chief of Police/Supervisor of Records Bureau	\$ 46,818.00

Secretary, Board of Fire Officers	\$ 1,836.00
Police Dispatcher (full-time 37 ½ hrs.) (Start Date 10/23/12)	\$ 43,920.34
Police Dispatcher (full-time 37 ½ hrs.) (Start Date 05/01/20)	\$ 36,414.00

Part-Time Police Dispatcher(s)

- (A) The hourly rate for Part-Time Police Dispatcher shall be based upon the individual's years of service in the following manner:

Starting salary:	\$15.00 per hour
Start of second year:	\$17.00 per hour
Start of fourth year:	\$18.50 per hour
Start of eighth year:	\$20.00 per hour
Start of fifteenth year:	\$23.00 per hour
Start of twentieth year:	\$25.00 per hour
- (B) Part-Time Police Dispatchers shall receive a differential pay for holidays and predetermined overnight shifts at a rate of one and one half an individual's hourly rate.
- (C) Full-Time Police Dispatchers shall receive \$150.00 annually and Part-Time Dispatchers (working a minimum of 240 hours) shall receive \$75.00 annually for uniform maintenance allowance.

School Crossing Guard(s)

- (A) The hourly rate for a particular School Crossing Guard shall be based upon the individual's years of service in the following manner:

Starting salary:	\$15.00 per hour
Start of second year:	\$17.00 per hour
Start of fourth year:	\$18.50 per hour
Start of eighth year:	\$20.00 per hour
Start of fifteenth year:	\$21.50 per hour
Start of twentieth year:	\$23.00 per hour
- (B) In addition to the compensation set forth above, School Crossing Guards shall be entitled to the following - fringe benefits:
 1. A maximum of five (5) paid sick days per year. No more than ten (10) sick days may be accumulated. Employee may choose to be paid one-half (½) of their unused sick time at the end of the school year;
 2. A maximum of three (3) paid bereavement days per year for the death of an immediate family member. For the purposes of this section, immediate family is defined as a spouse, child, mother, father, brother, sister, mother-in-law, father-in-law or grandparent;
 3. \$150 uniform maintenance allowance.
 4. Two (2) personal days providing post is covered by a duly appointed Crossing Guard.

Section 2. Non-exempt employees assigned to attend meetings of various boards and agencies as approved by the Borough Administrator shall be paid for any hours outside of normal business hours at the hourly rates established for such employees or at their option, may have their hours reduced the following day by the number of hours worked the previous day.

Section 3. Except as otherwise noted, annual salaries are based upon a work week of 35 hours. With respect to any employee for which an hourly rate is shown, the employee shall be compensated for any additional hours worked beyond the regular work week at their hourly rate of pay and at time and one-half for any hours worked in excess of 40 hours per week.

Section 4. Unless as otherwise provided by ordinance or resolution, each Borough Officer or employee shall be paid at the rate of 1/ 26 of his annual salary every payroll period.

Section 5. The Borough Auditor, Borough Engineer, Attorney for the Planning Board and the Borough Public Defender shall be paid for services rendered upon submission and approval by the Mayor and Council verified vouchers in accordance with their respective retainer agreements.

Section 6. At least once in every month, the Borough Clerk shall present to the Mayor and Council warrants drawn to the order of the Borough of Maywood Trust Agency for account for its approval as follows:

- A. For all employees whose salaries are on an annual basis where such salaries are due and payable;
- B. For all employees whose compensation is on an hourly basis when the compensation has been approved by some responsible designated official and the chairman of the appropriate committee and the Mayor and Council, and has been certified by the Treasurer;

Section 7. The above salaries and compensation rates shall be effective as of adoption of salary ordinance.

Section 8. All ordinances or parts thereof inconsistent herewith are repealed to the extent of such inconsistency.

ORDINANCE #2-21

**AN ORDINANCE TO AMEND CHAPTER §52-68 OF THE BOROUGH OF MAYWOOD
CODE SO AS TO AMEND UPDATE THE POLICIES FOR THE USE OF BOROUGH
EQUIPMENT AND VEHICLES THE BOROUGH OF MAYWOOD, STATE OF NEW
JERSEY**

BE IT ORDAINED BY THE BOROUGH COUNCIL OF THE BOROUGH OF MAYWOOD, IN THE COUNTY OF BERGEN AND STATE OF NEW JERSEY, AS FOLLOWS:

WHEREAS, the Mayor and Council of the Borough of Maywood wish to update Borough Code Chapter 52-68 to clarify the duties and responsibilities of anyone issued or granted the right to use any Borough equipment including a municipal vehicle. .

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Council of the Borough of Maywood, County of Bergen, as follows:

Section 1: Chapter 52-68 is amended in its entirety and shall now read as

52-68 Use of municipal equipment; use of municipal Vehicles

- A. Employees and/or volunteers are responsible for taking care of any equipment assigned to them. Employees and/or volunteers of the Borough of Maywood shall not remove or in any way assist in the removal of supplies, materials, goods, equipment or other property belonging to the Borough from its offices, unless such removal has been authorized by the Borough Administrator.
- B. Employees and/or volunteers are not to use equipment, supplies, goods, property, postage, or any other material or services of the Borough for personal use.
- C. Unauthorized use or removal of municipal equipment, supplies, goods, property, etc. shall be cause for loss of equipment use privileges, disciplinary action and/or removal from employment.
- D. Use of Municipal Vehicles
 - i. Municipal vehicles are to be used only for official business of the Borough of Maywood. Personal use of municipal vehicles is prohibited and shall be cause for the loss of vehicle privileges, disciplinary action and/or removal from employment.
 - ii. Only authorized municipal personnel or persons conducting business with the Borough may be transported in municipal vehicles;
 - iii. Unassigned Borough vehicles may only be used within the Borough of Maywood and within any contiguous municipality for which there exists a Mayor and Council approved mutual aid agreement.
 - iv. Permanently assigned vehicles including those vehicles assigned to the Fire Department Command Personnel may be driven to and from the assignee's home and regular place of business as long as such business is within the State of New Jersey. The vehicle may not be used in the course of the assignee's regular business.
 - v. Except as stated in section iv above, permanently assigned vehicles should only be used for official business within the Borough of Maywood and within any contiguous municipality for which there exists a Mayor and Council approved mutual aid agreement. Only officials of the Borough, members of the Fire Department and those having official business with the Borough may travel within these vehicles. Transporting of the immediate family members of the assignee in the vehicle is permitted on a limited basis and may only occur within the Borough and contiguous mutual aid zone. Transporting of guests in the vehicle is permitted when the vehicle is taking part in a Mayor and Council sanctioned special events/parade within the Borough and contiguous mutual aid zone.
 - vi. Any person utilizing a Borough vehicle or a permanently assigned Borough vehicle wishing to use such vehicles to attend to official business, including attending training or other special events, outside of the Borough/contiguous mutual aid zone must submit in writing (e-mail acceptable) a request to use the vehicle to the Borough Mayor and Council for approval
 - vii. In the event of an emergent situation, deviation from this policy shall only be permitted with explicit permission granted by the Mayor, the Borough Administrator, and/or the Borough Councilperson serving as the liaison/Commissioner assigned to the respective Borough department.
 - viii. Drivers utilizing Borough vehicles are responsible for ensuring that the vehicles are kept clean, in good operating condition, and are serviced in accordance with preventative maintenance schedules. vehicles known to have mechanical problems that would jeopardize the safety and health of Employees and/or

volunteers and/or others should be immediately taken out of service and brought to the maintenance shop of the Borough for repair. Appropriate department heads should be immediately advised of the non-use of the vehicles involved.

- ix. Any employee or volunteer whose duties require the regular operation of a motor vehicles or who has been assigned a Borough Vehicle shall maintain in force the appropriate motor vehicles license, and consent to the periodic and/or random verification of the employee's license status.
- x. Any employee or volunteer whose duties require the regular operation of a motor vehicles or who has been assigned a Borough Vehicle who has had his/her license revoked or suspended must notify the Borough Administrator immediately upon their notice of revocation or suspension.
- xi. Any employee or volunteer whose has been permanently assigned a Borough vehicle is required to maintain motor vehicle insurance as defined in N.J.S.A. 39: 6 (B) (1) et. seq. In the event of an accident, the employee or volunteer or household member in the vehicle shall be bound to any limits of insurance coverage contained within their own policy.

Section 2: All ordinances of the Borough of Maywood which are inconsistent with the provisions of this ordinance are hereby repealed to the extent of such inconsistency.

Section 3: If any section, subsection, sentence, clause or phrase of this ordinance if, for any reason, held to be unconstitutional or invalid, such decision shall not affect the remaining portions of this ordinance.

Section 4: This ordinance shall take effect upon passage and publication according to law.

Councilwoman DeMuro moved for the adoptions, seconded by Councilwoman Flynn. Motion carried unanimously.

Be it resolved that the above stated ordinances #1-21 & 2-21 were passed and adopted on first reading and that a final hearing on said ordinances will be heard via the ZOOM platform electronic meeting on Tuesday, January 26, 2021 at 7:30p.m. or as soon thereafter, at which time any persons interested in said ordinances can be heard;

And be it further resolved, that the Borough Clerk be, and she is hereby authorized to advertise in a legal newspaper a notice of introduction and final hearing as required by law.

MEETING OPEN TO THE PUBLIC (FIVE MINUTE TIME FRAME)

John Brown, Stelling Avenue, discussed some discrepancies in the agenda.

Dennis Ferrioli, Ackerman Street, discussed his concerns regarding commercial vehicles within the residential areas and cutting of trees and a possible ordinance requiring the planting of a new tree in those instances.

Sloane Dugan, Calgary Canada, stated he is related to Councilman Herrick and complimented the Council on how meeting are conducted virtually to keep everyone safe.

ADJOURNMENT

Councilwoman DeMuro moved for the adjournment, Councilman Herrick seconded, motion carried unanimously and meeting was adjourned at 8:31p.m.

Respectfully submitted;

Barbara L. Dispoto

Barbara L. Dispoto, RMC
Borough Clerk