

**BOROUGH OF MOUNT ARLINGTON
COUNCIL MEETING MINUTES
NOVEMBER 22, 2011**

1. Call to Order

- 2. Adequate notice** of this meeting of the Mayor and Borough Council of the Borough of Mount Arlington was given as required by the Open Public Meetings Act as follows: Notice was published in the Daily Record on September 29, 2011 and in the Roxbury Register on October 6, 2011; notice was posted on the bulletin board in the main hallway of the Municipal Building on September 23, 2011 and has been available to the public; notice of this meeting is on file in the office of the Borough Clerk.

In accordance with the Open Public Meetings Act (N.J.S.A. 10:4-1 et seq.). The Borough Council opens every public meeting for comments of the public. However, in accordance with N.J.S.A. 10:4-12 : "Nothing in this Act shall be construed to limit the discretion of a public body to permit, prohibit or regulate the active participation at any meeting....."

Speakers at Borough meetings shall have five minutes to present their comments to the Borough Council so as not to consume time that would otherwise be allotted to other persons who wish to speak. Speakers shall be courteous to the Council and other persons attending the meeting. Offensive remarks or unruly behavior will not be allowed and anyone who violates this policy will be barred from participating in the meeting.

*This Meeting shall conclude no later than 10:30 p.m. If business is to be conducted past 10:30 p.m., a Motion by the Council must be passed in order to exceed the time limit.

3. Flag Salute

Mayor Ondish asked for a moment of silence to remember our troops and all those who put themselves in harm's way to protect our freedom.

4. Roll Call

Councilwoman Danchuk, Council President Sorge, Councilman Sadow, Councilman Cangiano, Councilman Windish, Councilman Stanzilis, Mayor Ondish. Matthew O'Donnell Esq., Borough Attorney, was also present.

5. Presentations/Mayor's Appointments

1. Carolyn Rinaldi, Municipal Administrator.
Mayor Ondish appointed Carolyn Rinaldi to the position of Municipal Administrator.
2. Valley Road Redevelopment Committee/Commission.
Mayor Ondish appointed the following to the Valley Road Redevelopment Committee;
 - Councilman Windish
 - Councilman Stanzilis
 - Rob VanDenHende, Land Use Board Chairman
 - Ray Simard, Land Use Board Member
 - John Longtine, School Board Member

Mayor Ondish stated this committee will work with the Planner, whose responsibility will be to develop and write the plan. Councilman Sadow objected to the Mayor's appointments and recommended the entire Borough Council make up the Valley Road Redevelopment Committee. Councilman Sadow stated this is a large project and the Governing Body should be the primary driver behind the project. Councilman Sadow recommended the Governing Body not discuss the redevelopment issues during regularly scheduled Council meeting but suggested special meetings be held with the primary focus on the redevelopment project. Council continued discussion at length regarding the redevelopment process, defining the review and project process, meeting with the developer, defining the scope of the project, etc. After a discussion related to which Council members wanted to be on the Redevelopment

Committee, Mayor Ondish agreed to remove Councilman Windish and add Councilman Sadow to the Committee.

Motion to Approve the Committee Members: Councilman Sadow.

Second: Councilman Stanzilis.

Roll Call:

Aye: Council President Sorge, Sadow, Cangiano, Stanzilis

Abstain: Danchuk

Opposed: Windish

Motion Approved.

Mayor Ondish appointed Rob VanDenHende Chairperson of the Redevelopment Committee and requested Mr. VanDenHende contact Mr. Ritter to set up a kick off meeting to go over the goals and objectives of the Committee.

6. Utility Receipt Report for the Month of October, 2011.

The Clerk read the Utility Receipt Report for October, 2011 into the record.

Grand Total: \$230,307.19

Tax Collector's Report for the Month of October, 2011.

The Clerk read the Tax Collector's Report for October, 2011 into the record.

Total Receipts: \$1,823,501.31

7. Approval of Minutes

None.

8. Mayor' Report

The Mayor read his report into the record.

9. Council Committee Reports

Councilman Cangiano:

- Board of Health meeting was held with the primary topic being the power outage on October 29th. Due to the power outage, all establishments in the borough were checked by the health officials to insure compliance with the spoiled food process.
- Personnel Committee has received resumes for the Assistant Tax Collector position. Our Tax Collector has reviewed the resumes and begin the interview process; the Municipal Administrator will review the resumes.
- Councilman Cangiano discussed the Employee Handbook, indicating that all references to the Business Administrator must be replaced by Municipal Administrator. Mayor Ondish indicated the handbook must be in compliance with Chapter 4 of the Borough Code and JIF requirements; a resolution will be on the December 13, 2011 Council meeting for review and adoption of the handbook.
- Councilman Cangiano stated he received a FEMA e-mail and hoped the borough could recoup some of the DPW overtime pay used during the storm clean up.
- Councilman Cangiano stated that the Sustainable Jersey Program requires a lot of work to achieve points and suggested the Green Team volunteers continue to work on this initiative. Councilman Cangiano said the LED lighting and the natural gas initiatives may or may not meet the NJ requirements for sustainability.

Councilman Windish:

- The Recreation Beach project is moving forward; hundreds of children as well as adults are involved in the recreation programs and they need places to play. Councilman Windish suggested that the needs of the recreation community be included in the next phase of the redevelopment project.

Councilman Stanzilis:

- Councilman Stanzilis offered congratulations to Ms. Rinaldi for her new appointment and also congratulated Mayor Ondish for his role as President of the League of Municipalities. He suggested a reference be added to the web site so Borough residents are aware of the Mayor's appointment.

- Councilman Stanzilis praised the DPW employees for the great work they did during the recent storm. Paul Nelson has set up an E-Recycling bin, at no cost to the Borough, which will be used to recycle electronics such as monitors, computers and batteries. The bin will be available to residents on Saturday's during regular recycling hours. Mr. Nelson is also looking into obtaining a hard plastic recycling bin. Both of these initiatives will provide green points for the community.
- Councilman Stanzilis reported Stuart Mason has resigned as MAPS School Principal and as of January 1, 2012, will be the Roxbury Athletic Director.
- Councilman Stanzilis will attend the seminar on social media and mentioned many police departments have their own Twitter account. Mayor Ondish added Roxbury has a great Facebook page which is used to keep residents updated.

Councilman Sadow:

- Councilman Sadow congratulated Mayor Ondish on his appointment.
- Councilman Sadow stated the Citizens Financial Advisory Committee met yesterday to discuss construction of the municipal budget. The Committee has no voting power however they can make recommendations to the Borough Council. During the meetings the group has round table discussions with municipal finance education as their primary focus. The next educational session subject will be on municipal bonds. The previous meeting discussion was about the 2% cap and an upcoming discussion will address capital expenditures.

Council President Sorge:

- Council President Sorge congratulated Ms. Rinaldi as well as Mayor Ondish on their new appointments.
- The Fire Department has exceeded their budget. The Department was asked to encumber all money; Ms. Rinaldi advised Council the Fire Department has a number of open purchase order requests. Councilman Sadow suggested the Chief review the purchase order process requirements with Ms. Rinaldi.

Councilwoman Danchuk:

- Councilwoman Danchuk reported the Committee is continuing negotiations with the Police Department FOP regarding the 2012 contract.
- Councilwoman Danchuk stated the process allowing residents to pay bills online has been resolved and asked if she could contact our webmaster. Councilman Sadow said the system quotes were outrageous; Mayor Ondish suggested this issue be handled by Ms. Rinaldi.

10. Public Comment

No one from the public signed up to speak.

11. New Business

None.

12. Old Business

1. Letter from Kara at Mount Arlington II, LLC, received September 27, 2011, regarding release of performance bond for Ridgeview.
George Brant, the liaison for Kara Homes/Maplewood Homes, was in attendance requesting release of the site improvement performance bond #5006805 which was originally posted in November 2003; he stated the work guaranteed by the bond has been completed. Mr. Brant stated the Borough Engineer inspected the improvements and is satisfied with the work however, the Engineer has not yet submitted a letter because some issues were still open and require the association's approval prior to bond release. Mayor Ondish stated when we receive a letter from the Engineer, documenting that the work has been satisfactorily completed, the Council will adopt a resolution to release the bond.
2. Dial-A-Ride Election Day Service.
Councilman Sadow said under Chapter 72 of the Borough Code, Dial-A-Ride services can be used to transport residents to the polling places on Election Day. A process will be established for the April School election. Rides will be provided only to the polls and no electioneering on the bus is permissible.

3. Succasunna Road Repair

A report on the Succasunna Road repair has not yet been received; the Council would like a comparison of Roxbury's quote and the Borough's quote. Mayor Ondish suggested that if the Borough is going to install natural gas on the road this should be done prior to the road repair/resurfacing effort. He said a number of residences on Succasunna Road are interested in natural gas. Mayor Ondish asked Councilman Windish to work with the utility and request they NJ Natural Gas send a survey to all Succasunna Road residents, including Roxbury residents, to see how many of them would like natural gas. Again, the objective is to have the gas line installed first and then do the roadway repairs.

13. Resolutions

2011-253 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing the DPW to Utilize the Services of PCS Pump & Process, Inc. (97 E-1 grinder pumps)

Motion to Approve: Council President Sorge

Second: Councilman Stanzilis

Roll Call;

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

2011-254 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing the DPW to Purchase Diesel Fuel for the Year 2012 from Finch Fuel Oil Company, Inc.

Motion to Approve: Council President Sorge

Second: Councilman Sadow

Roll Call;

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

2011-255 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing the DPW to Purchase Rock Salt and Grits for the Year 2012 from International Salt.

Motion to Approve: Council President Sorge

Second: Councilman Stanzilis

Roll Call;

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

2011-256 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Hiring Carolyn Rinaldi as Municipal Administrator.

Motion to Approve: Council President Sorge

Second: Councilman Windish

Roll Call;

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

- 2011-257** Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing the Finance Office to Update the Fixed Asset Report by Retiring Asset #00178 and Adding New Asset #00237.

Motion to Approve: Council President Sorge

Second: Councilman Sadow

Roll Call;

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

- 2011-258** Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing the Finance Office to Retire Asset #00119, #00099 and #00104. (computers)

Motion to Approve: Councilman Sadow

Second: Councilman Cangiano

Roll Call:

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed

Motion Approved.

- 2011-259** Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, In the County of Morris, New Jersey, Authorizing a Transfer of Funds. (to be distributed at Council Meeting)

Motion to Approve: Councilman Sadow

Second: Council President Sorge

Roll Call:

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

Roll Call:

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed.

Motion Approved.

14. Ordinances – Introduction

None.

15. Ordinances – Second Reading

- 14-11** Ordinance of the Mayor and Borough Council of the Borough of Mount Arlington, in the County of Morris, State of New Jersey, Amending and Supplementing Borough Code Chapter 4, Administration of Government, Regarding Sections 4-9 Through 4-34, Except 4-14, Police Department, and 4-9, Business Administrator.

The Mayor opened the Hearing to the Public on Ordinance #14-11 and read the Ordinance by title.

Councilman Sadow stated, I move for adoption and final passage of Ordinance #14-11.

Second: Councilman Windish

Roll Call:

Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Windish, Stanzilis.

None Opposed.

Motion Approved.

The Mayor declared that Ordinance #14-11 is passed on second reading and directed the Clerk to publish the notice of adoption as required by law.

16. Clerk's Follow-Up

1. JIF Requirements regarding Borough Handbook.
This topic was discussed earlier in the meeting.
2. Council Meetings for 2012.
 - The Clerk stated the last meeting in 2011 is scheduled for December 13th; the Council agreed to start this meeting at 5:00 pm with an understanding that some of the Council members might be late.
 - The Clerk indicated the re-organization meeting must be held within 7 days of the new year. Council briefly discussed possible dates for the re-organization meeting and will discuss this matter in the Executive Session portion of the meeting.
 - The Clerk advised Council the regularly scheduled Borough Council meetings will be held on the first and third Tuesday of each month; resolutions documenting the meeting dates and holiday schedule for 2012 will be on the December 13, 2011 Agenda.
3. Rental Fees for Civic Center Usage.
 - The Clerk stated Civic Center rental fees cannot be waived if the organization requesting usage of the Center is charging a fee for their event. If the organization receives donations, the organization will be charged the standard Civic Center fees.
4. Toys for Tots – Nolan's Ridge.
 - The Toys for Tots chairperson telephoned the Mayor asking if the Borough signs could be used to advertise the Toys for Tots campaign and, if Borough Hall could house a toy collection box. Mayor Ondish recommended a collection box be put at the Library and suggested the Borough signs be used for events/news which benefit the community. A decision was made to post information on the electronic sign on an ad-hoc basis and the content should be neutral. Carolyn Rinaldi will be responsible to manage the signage decision. Council agreed to this procedure and the new policy will be put in writing by the committee. Mayor Ondish suggested whatever information is on the electronic signs also be scrolled on the Borough web site and would like a public counter installed on the site.
5. Status of Mobile Issue on E-Mail.
 - Councilman Windish stated the issues were resolved.
6. Status of Roxbury and Mount Arlington Sewer Utility Agreement.
 - Council did not discuss this issue.

Mayor Ondish stated that in the past he selected committee liaisons but this year he would like Council Members to select their own committees, by seniority; the one requirement is to remain on the committee you are currently a liaison for. Each Council Member must be liaison for one committee and sit on two additional committees. Mayor Ondish would like Council Members to be prepared to discuss this issue at the December 13, 2011 meeting. Committees:

Personnel	Recreation
Police	DPW
Fire	Finance

Mayor Ondish congratulated Councilman Windish on his recent appointment working for the State.

17. Executive Session

2011-260 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, in the County of Morris, New Jersey, Authorizing An Executive Session of the Mayor and Borough Council and Excluding the Public from That Portion of the Meeting. Action may be taken.

Executive Session Topic:

Personnel

Motion to Go Into Executive Session: Council President Sorge

Second: Councilman Sadow

All in Favor – Aye.

None Opposed

Motion Approved.

Motion to Return to Open Session: Council President Sorge
 Second: Councilman Stanzilis
 All in Favor – Aye.
 None Opposed
 Motion Approved.

**Added
 Resolutions:
 2011-261**

Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, in the County of Morris, New Jersey, Announcing the Position of Chief of Police is Vacant and Will Be Filled.

Motion to Approve: Council President Sorge
 Second: Councilman Stanzilis
 Roll Call:
 Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Stanzilis.
 Abstain: Windish
 None Opposed.
 Motion Approved.

2011-262 Resolution of the Mayor and Borough Council of the Borough of Mount Arlington, in the County of Morris, New Jersey, Announcing That Two (2) Police Officer Positions Are Vacant and Will Be Filled at the Salary Amount Set Forth in the Agreement Between the Borough of Mount Arlington and the Mount Arlington Fraternal Order of Police Lodge #78.

Motion to Approve: Councilman Stanzilis
 Second: Councilman Sadow
 Roll Call:
 Aye: Danchuk, Council President Sorge, Sadow, Cangiano, Stanzilis.
 Abstain: Windish
 None Opposed.
 Motion Approved.

Mayor Ondish stated Jane Jameson indicated that Sheila Student, rather than John Longtine, will be the Board of Education member to serve on the Valley Road Redevelopment Committee.

18. Adjourn

Motion to Adjourn: Council President Sorge
 Second: Councilman Stanzilis
 All in Favor – Aye.
 None Opposed
 Motion Approved.



Linda DeSantis, RMC
 Borough Clerk

Minutes Approved at Council Meeting of February 7, 2012.

BOROUGH OF MT. ARLINGTON

419 HOWARD BOULEVARD
MT. ARLINGTON, NEW JERSEY 07856
TAX & UTILITY OFFICE
(973) 398-6832 EXT. 13 & 14
FAX (973) 398-2309

UTILITY RECEIPT REPORT FOR

MONTH OF October 2011

<u>AMOUNT</u>	<u>DESCRIPTION</u>	<u>COLLECTED IN OCTOBER 2010</u>
<u>\$ 11,327.57</u>	<u>SOLID WASTE RECEIPTS</u>	<u>\$ 7,202.05</u>
<u>\$ 154,047.51</u>	<u>SEWER RECEIPTS</u>	<u>\$ 147,159.44</u>
<u>\$ 64,932.11</u>	<u>WATER RECEIPTS</u>	<u>\$ 45,392.00</u>
<u>(WATER REPAIR RECEIPTS INCLUDED IN WATER RECEIPT TOTAL)</u>		
<u>\$ 0.00</u>	<u>(TRUST ACCT) SEWER CONN FEE INSTALL PLAN</u>	<u>\$ 7,485.32</u>
<u>\$ 230,307.19</u>	<u>GRAND TOTAL</u>	<u>\$ 207,238.81</u>

Completed By Patricia E. Simari, CTC *PS*

cc: Mayor & Council
C. Rinaldi
c:\trialbalanceutilityblanks

**BOROUGH OF MT. ARLINGTON
TAX & UTILITY OFFICE**

To the Mayor & Council of the Borough of Mt. Arlington:
I hereby submit my report of receipts & disbursements for

The Month of October 2011

Dated November 10, 2011

Completed By Patricia E. Simari, CTC

PS

Collections:

Current Taxes (1-01-17-001-001)	\$ <u>1,781,967.71</u>
2010 Taxes (1-01-17-001-003)	
2010 Taxes (Collected at Tax Sale)	
Pre-Paid Taxes (1-01-17-001-004)	\$ <u>8,272.42</u>
Municipal Redemption (1-01-17-004-001)	
Interest & Costs (1-01-08-112-000)	\$ <u>2,275.60</u>
Interest & Costs (Collected at Tax Sale)	
Return Ck. Fee (1-01-16-500-017)	\$ <u>20.00</u>
Tax Searches (1-01-08-105-010)	
Duplicate Bills (1-01-16-500-016)	\$ <u>12.00</u>
3 rd Party Red./Subs (1-01-17-004-002)	\$ <u>27,926.90</u>
3 rd Party Red. Int. (1-01-17-004-003)	\$ <u>2,922.68</u>
3 rd Party Rec. Fee. (1-01-17-004-003)	\$ <u>104.00</u>
Misc. Copies (1-01-16-500-017)	
Tax Sale Costs (1-01-16-500-018)	
Tax Sale Costs (Collected at Tax Sale)	
Tax Sale Premiums (Trust Account)	
6% Delinquent Penalty (1-01-16-500-025)	
Tax Paid Certification	
Redemption Calculation Fee	
Total Receipts	\$ <u>1,823,501.31</u>
<u>Total Receipts October 2010:</u>	\$ <u>490,905.59</u>

cc: C. Rinaldi
c:\trialbalancereceipts

Mayor report for 11/22/11

Since our meeting on 11/1/11:

11/8/11- Attended the Library Trustee meeting

11/9/11- Attended our special council meeting

11/14/11- Attended the veterans day ceremony and celebration at Mt Arlington School. It was a very nice ceremony and all those involved are to be commended.

11/14-17/11- Attended the League of Municipalities Convention in Atlantic City. I moderated several sessions, sat on panels in several sessions and networked with many. I was interviewed by Cablevision, Comcast and FIOS1 about my becoming President of the State League. You might see the program running on Cablevision for the next month each weekend. I discussed what the League is about, the benefits the league provides to all municipalities across the state and spoke about some of my goals over the next year as President. I was sworn in as the President Thursday afternoon. Thank you to all who attended in support. It will be a very interested and productive year to come.

11/19/11- I officiated a wedding in Seasons Glen.

Upcoming events:

Highlands Council Meeting December 1

Also Dec 1, County Social media event discussing social media during an emergency situation such as the October snow storm. Anyone interested in going should RSVP.

December 8 will be the grand opening and ribbon cutting of the new natural gas filling station at Blue Diamond. The event will start at 11am.

Special Tri County League of Municipalities meeting on Dec 14 at the Adam Todd in Byram. Guest speaker will be Lt Governor. If anyone is interested in attending, let me know.