

## AGENDA – REORGANIZATION MEETING – JANUARY 2, 2017

Mayor Maguire calls the meeting to order at

**The Pledge of Allegiance to the Flag**

### ROLL CALL:

Present:

Absent:

Also Present:

### COMPLIANCE STATEMENT

Mayor Maguire reads the Compliance Statement as required by the Open Public Meetings Act, P.L. 1975, Chapter 231.

### INVOCATION

Mayor Maguire calls on Rabbi Gerald Friedman of Temple Beth Sholom for the Invocation.

### COUNCILMAN ROBERT METZDORF SWORN IN

Mayor Maguire advises receipt from the County Board of Elections of a certificate of election for **Councilman Robert Metzdorf**, said term expiring 12/31/2019.

Bergen County Executive James Tedesco administers the oath of office and Councilman Metzdorf takes his seat on the dais.

### COUNCILWOMAN KELLY EPSTEIN SWORN IN

Mayor Maguire advises receipt from the County Board of Elections of a certificate of election for **Councilman Kelly Epstein**, said term expiring 12/31/2019.

Bergen County Executive James Tedesco administers the oath of office and Councilman Epstein takes his seat on the dais.

Presentation by **Donna Abene, Board Member Women Empowered Democratic Organization**

### ROLL CALL

The Clerk calls the roll as follows:

Councilmember Capilli, Councilmember Misciagna, Councilmember Oppelt, Councilmember Bosi, Councilmember Epstein, Councilmember Metzdorf, Mayor Maguire

### COUNCIL PRESIDENT

Mayor Maguire asks for nominations for **President of the Council** for the year 2017.

Councilmember \_\_\_\_\_ nominates Councilmember \_\_\_\_\_.

Seconded by Councilmember \_\_\_\_\_ to confirm.

Mayor Maguire asks if there are any further nominations.

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ that nominations be closed.

### ROLL CALL:

Mayor Maguire declares **Councilmember \_\_\_\_\_**, **Council President** for the year 2017.

**PRESENTATION TO OUTGOING COUNCILMEMBERS**

Mayor Maguire asks June Bertini, Donna Szot and Ryan Cangialosi to join him at the podium for a special presentation by the Governing Body.

**VOLUNTEER FIRE DEPARTMENT OFFICERS SWORN IN**

Mayor Maguire administers the oath of office to the **Fire Department CHIEF** for the year 2017.

**FIRE DEPT. CHIEF            Thomas Derienzo, Jr.**

Mayor Maguire administers the oaths of office jointly to the following **Officers of the Fire Department** for the year 2017

<b>DEPUTY CHIEF</b>	<b>Thomas Lepore</b>
<b>CAPTAIN</b>	<b>Travis Cangialosi</b>
<b>CAPTAIN</b>	<b>Matthew Levinson</b>
<b>LIEUTENANT</b>	<b>Mark Durst</b>

**POLICE RESERVE OFFICERS SWORN IN**

Mayor Maguire administers the oaths of office jointly to the **Officers of the Police Reserves** for the year 2017.

<b>CHIEF</b>	<b>Paul Witte</b>
<b>CAPTAIN</b>	<b>Christopher Brown</b>
<b>LIEUTENANT</b>	<b>Horace Parker</b>
<b>SERGEANT</b>	<b>Vincent Lemba</b>
<b>SERGEANT</b>	<b>Matthew Bruno</b>

**BOROUGH OFFICIALS**

Mayor Maguire asks for a motion to appoint the following **Borough Officials** for the year 2017

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm.

**ROLL CALL:**

<b>Borough Historian</b>	<b>Ned Barber</b>	<b>1 Year term</b>
<b>Police Surgeon</b>	<b>Dr. John LoCurto</b>	<b>1 Year term</b>
<b>Fire Surgeon</b>	<b>Dr. Lester Levine</b>	<b>1 Year term</b>
<b>Police Matron</b>	<b>Lucille Bosco</b>	<b>1 Year term</b>
<b>Police Matron</b>	<b>Fran Smith</b>	<b>1 Year term</b>

**SCHOOL TRAFFIC GUARDS**

Mayor Maguire asks for a motion to appoint the following **School Traffic Guards** for the year 2017.

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm.

**ROLL CALL:**

<b>James Donovan</b>	<b>Lance Villa</b>
<b>Joseph Felice</b>	<b>Renata Guglia</b>
<b>Joseph Harris</b>	<b>Thomas Hoskins</b>
<b>Linda Strabone</b>	<b>Charles Trojan</b>
<b>Donal Eckbak</b>	

**Relief Guards:**  
**Gerald Alexander    Michael Jewel**

BJ Quackenbush Charles Sappah

**MAYORS APPOINTMENT TO OFFICAL BOARDS WITH THE ADVICE & CONSENT OF COUNCIL**

**BOARD OF HEALTH** (three-year term)

Dr. Marilyn Miller	December 31, 2019
Dr. Joan Valas	December 31, 2019
Mr. Chad Spies	December 31, 2019
Donna Szot	December 31, 2019
June Bertini	December 31, 2019

**BOARD OF PUBLIC WORKS** (three-year term)

Matt Levinson	December 31, 2019
John Pouletsos	December 31, 2019

**LIBRARY BOARD OF TRUSTEES** (five-year term member, one-year term alternate)

Lynn Beer	December 31, 2021
Dr. Robert Gamper	December 31, 2021
Richard Bosi (Alternate)	December 31, 2017

**LOCAL ASSISTANCE BOARD** (two-year term)

Barbara Maritine	December 31, 2018
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**MUNICIPAL SWIM POOL COMMISSION** (three-year term)

Thomas Madru	December 31, 2019
Tom Scheulen	December 31, 2019

**ZONING BOARD AJUSTMENT** (four-year term member, two-year term alternate)

Mike Curran	December 31, 2020
Frank Pantaleo	December 31, 2020
Sid Raman, Alternate	December 31, 2018

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm

**ROLL CALL:**

**PLANNING BOARD**

Mayor Maguire advises that there is a **Class III** member of the **Planning Board** (a member of the Governing Body) to be chosen by the Governing Body.

Councilmember \_\_\_\_\_ nominates Councilmember \_\_\_\_\_

Mayor Maguire asks if there are any further nominations.

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to close the nominations.

**ROLL CALL:**

Mayor Maguire declares **Councilmember** \_\_\_\_\_, **Class III** member of the **Planning Board** for the year 2017.

In accordance with the terms of the Planning Board Ordinance, **Mayor Maguire** notes that he automatically becomes and remains a **member (Class I)** of the **Planning Board** for the year 2017.

***ALL OF THE FOLLOWING COMMITTEE APPOINTMENTS ARE FOR ONE YEAR,  
THEY ARE THE MAYOR'S APPOINTMENTS WITHOUT COUNCIL CONFIRMATION***

**CABLE ACCESS COMMITTEE (PKRG)**

Ned Barber	Merri Freedman
Bob Howell	Joan Valas
Tammy Levinson	Jamie Lewis
Sue Tudesco	June Bertini

**D.A.R.E. COMMITTEE**

PO Scott Malloy	Maria Malloy
Lt. Peter Mauro	PO Dan Hoffman
Liz Falkenstern	Jean Joyce
Tammy Levinson	Maria Nunberg
Cheryl Shaw	

**MUNICIPAL ALLIANCE**

Judi Youngman	Jorge Becerra
Joyce Bruno	Barbara Dell'Armo
Andy Yaeger	Paul Higgins
Melanie Nagel	Tammy Levinson
Troy Lederman, Principal PRHS	
Christine McCaffery, Principal West Ridge	
Sheldon Silver, Principal East Brook	
Laraine Meehan, Principal OLM	
Phil Langer, Park Ridge Elks	
Dave Laughton, Park Ridge Elks	

**HISTORICAL ADVISORY COMMITTEE**

Ned Barber, <i>Borough Historian</i>	Joe Bruno
Anthony Fiorenza	Barbara Martine
Marilyn Miller	Penny Peed
Betty Jean Quackenbush	Joan Valas
John Thomsen, Sr.	

**TRAIN STATION PRESERVATION COMMITTEE**

June Bertini	Ken Koury
Ned Barber	Barbara Martine
Joseph Bruno	Anthony Morgan
Ralph Donnell	Penny Peed
Carrine Murphy	

**RECREATION & CULTURAL COMMITTEE**

Eugene McVerry	Jason Roth	Michael Raia
Rob Nicolich	Paul Wharton	Laurie Wharton
Paul Scarduffa	Tom Hoskins	Greg Perez
Lyn Beer	Bob La Rubbio	Bob Fornatale
Ray Mital	Cheryl Shaw	Shoshana Davis
Andy Deutch	Tom Mitchell	Ari Kasiday
Corinne Murphy	Michael Murphy	Heather Tracy

Maureen Howell  
Luigi Vitale  
Kelly Epstein  
Andrea Jobst

Scott Galdi  
Doug Salvi  
Johathan Shein  
Steve Masson

Mike Shenloogian  
Nicholas Bussanich  
Taylor Keenan

#### SHADE TREE COMMITTEE/GARDEN CLUB

Jim Hesper  
Gwen Pardi  
Gil Santos

Peter Jacobson  
Donald Schwamb

Bill Koenig  
Joann Schwamb

#### Garden Club members

Gwen Pardi  
Peter Jacobsen

Gabriel Smith

Bill Koenig

#### OPEN SPACE COMMITTEE

Jerry Brunetto  
Richard Henning  
Bill Koenig  
Barbara Martine  
Joann Schwamb

Ralph Donnell  
Peter Jacobson  
Terence Maguire  
Donald Schwamb

Chairmen of the Planning and Zoning Boards

#### TECHNOLOGY COMMITTEE

Josh Arak  
Kirk Brouwer  
Jason Taormina  
Carmine Lizza  
Michael Mintz, Jr.  
Technology Coordinator, PRHS

Dan Browne, BOE  
Paul Wharton  
Scott Kreisler  
Terence Maguire  
Kelley O'Donnell

#### GREEN TEAM COMMITTEE

Bob Bogert  
Danielle Cawood - Public  
Barbara Coleman - Public  
Roseann Crisafi - Public  
Mark Falcon, PRHS Environmental Club  
Viny Lemba - Public  
James McDermott- Public  
Jay Roemer - Public  
Betsy Thomason - Public  
Frank Murphy - Public  
Sergio Gil - Public  
Natalie Rehak - Public  
Kelley O'Donnell, Borough Clerk / Administrator  
Brittany Voza, Business Community  
Representative - Board of Education (Joseph Bruno)  
Representative - Recreation Committee  
Representative - Shade Tree Committee  
Don Schwamb - Planning Board/Open space

#### ECONOMIC DEVELOPMENT COMMITTEE

Don Schwamb

Eric Wagner

Dave Vozza  
Rich Bosi

Sid Raman  
Keith Misciagna

**MAYOR'S WELLNESS COMMITTEE**

Keri Cooper  
Barbara Hennig  
Shelby Klein  
Norine Mohle  
Teri Ann Christopher

Donna Fiorenza  
William Hennig  
Marilyn Miller  
Joan Valas  
Joelle Kuron

**HALL OF FAME COMMITTEE**

Ron Romano  
Bob Howell  
Keith Misciagna

William Diedtrich Jr.  
Greg Perez  
Mayor Terry Maguire

**MAYOR'S HOUSING TASK FORCE**

John E. Ten Hoeve, Jr., Borough Attorney  
John Hansen, Fire Official  
Joseph Madden, Chief of Police  
Linda Quinn, Inspector, Bergen County Department of Health Services  
Kelley R. O'Donnell, Borough Clerk / Administrator

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm

**ROLL CALL:**

**SEATING ON DAIS: 2017 (from Mayor's left to right)**

Metzdorf, Epstein, Bosi, MAYOR, Oppelt, Misciagna, Capilli

**2017 STANDING COMMITTEES AND LIAISONS:**

Mayor Maguire announces the Standing Committees and Liaisons for 2017

**STANDING COMMITTEES – 2017**

FINANCE & ADMINISTRATION	Bosi and Metzdorf
FIRE	Oppelt
INSURANCE	Bosi
NEGOTIATIONS	Misciagna and Oppelt
OPERATIONS/BUILDINGS & GROUNDS	Bosi
PERSONNEL	Council President and all
PUBLIC HEALTH & WELFARE	Epstein
PUBLIC SAFETY/TRI BORO PUBLIC SAFETY	Misciagna
SHARED SERVICES	Bosi & Metzdorf

**BOARDS & COMMITTEES LIAISONS FOR 2017**

ACCESS FOR ALL	Capilli
AMERICAN LEGION	Oppelt
BERGEN COUNTY 9-1-1	Police
BOARD OF EDUCATION	Capilli
BOARD OF HEALTH / Local Assistance & Pascack Mental Health	Epstein
BUSINESS COMMUNITY / CHAMBER	Metzdorf
CABLE TV/PKRG-TV	Oppelt
D.A.R.E. COMMITTEE	Misciagna
ECONOMIC DEVELOPMENT COMMITTEE	Bosi & Misciagna

EMERGENCY MANAGEMENT COUNCIL	Oppelt
GREEN TEAM	Metzdorf
HALL OF FAME COMMITTEE	Misciagna
HANDICAP AWARENESS ADVISORY	Capilli & Administrator
HISTORICAL ADVISORY	Misciagna
LIBRARY BOARD	Bosi
MAYOR'S WELLNESS	Bosi
MUNICIPAL POOL	Capilli
MUNICIPAL ALLIANCE	Misciagna
OPEN SPACE	Misciagna
P.R.A.A.	Capilli
RECREATION & CULTURAL	Epstein
FIELD COORDINATOR	Andy Hodgins
SAFETY COMMITTEE	Bosi
SENIOR CITIZEN ADVISORY	Metzdorf
SHADE TREE/GARDEN CLUB	Oppelt
TECHNOLOGY COMMITTEE	Metzdorf & Epstein
TRAIN STATION PRESERVATION COMMITTEE	Metzdorf & Bosi

### 2017 TEMPORARY BUDGET RESOLUTION

Mayor Maguire asks the Chief Financial Officer to present the 2017 Temporary Budget.

Mr. Kolodziej notes the Temporary Budget is adopted each year to fund operations until the Municipal Budget is approved. The Temporary Budget represents one-fourth of the prior year's appropriations.

Mayor Maguire asks for a motion to adopt the 2017 Temporary Budget.

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm

### **ROLL CALL:**

### CONSENT AGENDA

Mayor Maguire asks for a motion to accept the Consent Agenda (with the abstentions so noted).

A motion was made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm.

Roll Call:

### RESOLUTIONS:

- Res. No. 017-002- Establishment of Current Fund Petty Cash
- Res. No. 017-003- Designating Official Tax Search Officer
- Res. No. 017-004- Appoint Fund Commissioners 2017
- Res. No. 017-005- Appointment of Local Emergency Planning Committee
- Res. No. 017-006- Petty Cash Policy
- Res. No. 017-007- Adopting By-Laws for 2017
- Res. No. 017-008- Schedule of Mayor and Council Meetings for 2017
- Res. No. 017-009- Designation of Official Newspaper
- Res. No. 017-010- Designation of Legal Depositories
- Res. No. 017-011- Designation of Assessment Search Officer

### COUNCILMEMBERS REMARKS:

**MAYOR'S ADDRESS****PUBLIC PRIVILEGE TO THE FLOOR**

Mayor Maguire asks if anyone present wishes to be heard on any matter.

*Upon recognition by the Mayor, the person shall proceed to the floor and give his/her name and address in an audible tone of voice for the records. Unless further time is granted by the Council, he/she shall limit his/her statement to five (5) minutes. Statements shall be addressed to the Council as a body and not to any member thereof. No person, other than the person having the floor, shall be permitted to enter into any discussion, without recognition by the Mayor.*

Speaker:

**BENEDICTION**

Mayor Maguire calls on Rabbi Gerald Friedman of Temple Beth Sholom for the Benediction.

There being no further business, Mayor Maguire asks for a motion to close the Reorganizational meeting.

A motion is made by \_\_\_\_\_ and seconded by \_\_\_\_\_ to confirm

**ROLL CALL:**

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 - 001**

**2017 TEMPORARY APPROPRIATIONS**

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Park Ridge that the following temporary appropriations be made and that a certified copy of this resolution be transmitted to the Chief Financial Officer for the borough records:

<b>GENERAL APPROPRIATIONS</b>	<i>Salary &amp; Wages</i>	<i>Other Expenses</i>	<i>Total</i>
<b><i>General Government</i></b>			
General Administration	\$27,000	\$10,000	\$37,000
Mayor & Council	\$12,000	\$4,000	\$16,000
Mayor's Special Committee	\$0	\$2,000	\$2,000
Municipal Clerk	\$40,500	\$13,000	\$53,500
Finance Administration	\$43,500	\$13,000	\$46,500
Collection of Taxes	\$12,500	\$4,000	\$16,500
Assessment of Taxes	\$7,000	\$3,000	\$10,000
Legal Services	\$0	\$31,000	\$31,000
Engineering Services	\$0	\$13,000	\$13,000
Grant Professional	\$0	\$7,500	\$7,500
<b><i>Land Use Administration</i></b>			
Planning Board	\$13,000	\$9,000	\$22,000
Zoning Board of Adjustments	\$9,000	\$4,000	\$13,000
Zoning Officer	\$4,000	\$1,000	\$5,000
Housing Task Force	\$3,500	\$750	\$4,250
<b><i>Insurance</i></b>			
General Liability	\$0	\$65,000	\$65,000
Unemployment	\$0	\$0	\$0
Employee Group Health	\$0	\$397,000	\$397,000
Tri-Boro Ambulance	\$0	\$2,000	\$2,000
<b><i>Public Safety Functions</i></b>			
Police	\$626,000	\$42,000	\$648,000
Police Reserves	\$0	\$1,000	\$1,000
Pistol Range	\$0	\$2,500	\$2,500
Tri-Boro Safety	\$0	\$75,000	\$75,000
Emergency Management	\$0	\$2,000	\$2,000
Municipal Court	\$0	\$30,000	\$30,000
First Aid Organization	\$0	\$0	\$0
Fire Department	\$0	\$24,000	\$24,000
Fire Prevention	\$9,500	\$2,500	\$12,000
LOSAP-Fire	\$0	\$0	\$0
LOSAP-Tri-Boro Ambulance	\$0	\$0	\$0
<b><i>Public Works Functions</i></b>			
Streets & Road Maintenance	\$190,000	\$65,000	\$255,000
Sewer System	\$13,000	\$3,500	\$16,500
Solid Waste Collection	\$0	\$130,000	\$130,000
Buildings & Grounds	\$20,000	\$20,000	\$40,000
Vehicle Maintenance	\$20,000	\$15,000	\$35,000
<b><i>Health &amp; Human Services</i></b>			
Board of Health	\$10,000	\$14,000	\$24,000
Public Assistance	\$2,500	\$500	\$3,000
Municipal Alliance	\$0	\$1,750	\$1,750

**Parks & Recreation Functions**

Recreation	\$5,000	\$5,000	\$5,000
Senior Citizens	\$3,000	\$2,500	\$5,500

**Other Common Operating Functions**

Celebration of Public Events	\$0	\$1,000	\$1,000
Park Ridge Television	\$4,500	\$1,500	\$6,000
Terminal Leave	\$0	\$0	\$0
Municipal Service Act	\$0	\$0	\$0

**Code Enforcement & Administration**

Construction Code Official	\$41,500	\$5,000	\$46,500
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**Utility Expenses & Bulk Purchases**

Electricity	\$0	\$24,000	\$24,000
Telephone	\$0	\$8,000	\$8,000
Water	\$0	\$5,000	\$5,000
Gas & Oil	\$0	\$7,500	\$7,500
Gasoline	\$0	\$25,000	\$25,000

**Landfill/Solid Waste Disposal Costs**

Disposal Fees	\$0	\$70,000	\$70,000
Recycling Tax	\$0	\$3,000	\$3,000

<b>Contingent</b>	\$0	\$0	\$0
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**Deferred & Statutory Charges**

Emergency Authorizations	\$0	\$0	\$0
Social Security	\$0	\$0	\$0
Police & Firemen Retirement System	\$0	\$0	\$0
Public Employee's Retirement System	\$0	\$0	\$0
Defined Contribution Plan	\$0	\$0	\$0

**Other Operating Functions**

Tax Appeals	\$0	\$20,000	\$20,000
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**Education Functions**

Maintenance of Public Library	\$86,000	\$60,000	\$146,000
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**Programs Offset by Revenues**

Clean Communities	\$0	\$10,000	\$10,000
Body Armor Fund	\$0	\$0	\$0
Recycling Tonnage Grant	\$0	\$0	\$0
Alcohol & Rehabilitation Fund	\$0	\$1,000	\$1,000
Over the Limit	\$0	\$0	\$0
Drunk Driving Enforcement	\$0	\$0	\$0

Capital Improvement Fund	\$0	\$25,000	\$25,000
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**Municipal Debt Service**

Payment of Bond Principal	\$0	\$330,000	\$330,000
Payment of BANS	\$0	\$150,754	\$150,754
Interest on Bonds	\$0	\$157,804	\$157,804
Interest on Notes	\$0	\$0	\$0
Green Trust Loan Repayment	\$0	\$18,000	\$18,000

<b>TOTAL</b>	<b>\$1,203,000</b>	<b>\$1,938,058</b>	<b>\$3,141,058</b>
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**DEDICATED APPROPRIATIONS****Water Utility**

Operating	\$325,000	\$419,000	\$744,000
Group Health Insurance	\$0	\$97,000	\$97,000

***Capital Improvements***

Capital Improvement Fund	\$0	\$25,000	\$25,000
Capital Outlay	\$0	\$20,000	\$20,000

***Debt Service***

Interest on Bonds	\$0	\$18,877	\$18,877
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***Statutory Expenditures***

Public Employees Retirement System	\$0	\$0	\$0
Social Security	\$0	\$35,000	\$35,000

<b>TOTAL</b>	<b>\$325,000</b>	<b>\$614,877</b>	<b>\$939,877</b>
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**Electric Utility**

Operating	\$301,000	\$170,000	\$471,000
Purchase of Electric	\$0	\$2,000,000	\$2,000,000
Group Health Insurance	\$0	\$95,000	\$95,000
Franchise & Gross Receipts Taxes	\$0	\$131,250	\$131,250
Payment in Lieu of Taxes	\$0	\$40,750	\$40,750

***Capital Improvements***

Capital Improvement Fund	\$0	\$0	\$0
Capital Outlay	\$0	\$9,000	\$9,000

***Statutory Expenditures***

Public Employees Retirement System	\$0	\$0	\$0
Social Security	\$0	\$23,000	\$23,000

***Debt Service***

Bond Principal Payment	\$0	\$0	\$0
Interest on Bonds	\$0	\$23,127	\$23,127

<b>TOTAL</b>	<b>\$301,000</b>	<b>\$2,492,127</b>	<b>\$2,793,127</b>
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**Swim Pool Utility**

Operating	\$5,000	\$50,000	\$55,000
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***Capital Improvements***

Capital Improvement Fund	\$0	\$50,000	\$50,000
Capital Outlay	\$0	\$0	\$0

***Statutory Expenditures***

Social Security	\$0	\$6,000	\$6,000
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***Debt Service***

Interest on Notes	\$0	\$0	\$0
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***Deferred Charges***

Cost of Improvements-Pool Rehabilitation	\$0	\$0	\$0
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<b>TOTAL</b>	<b>\$5,000</b>	<b>\$106,000</b>	<b>\$111,000</b>
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Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

TERENCE P. MAGUIRE, MAYOR

Attest:

Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 002**

**ESTABLISHMENT OF CURRENT FUND PETTY CASH**

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

**WHEREAS**, a Current Fund Petty Cash Fund in the amount of \$750 has previously been approved by the Division of Local Government Services naming the Chief Financial Officer as the Custodian of Petty Cash, and,

**WHEREAS**, the custodian for this fund is, Joe Kolodziej, who is bonded for the amount of \$1,000,000; such custodian shall maintain records for this fund in a manner conducive to proper accounting and auditing procedures;

**NOW, THEREFORE, BE IT RESOLVED** that the Mayor and Council of the Borough of Park Ridge hereby authorizes the Treasurer to issue a Current Fund check in the amount of \$750 payable to the order of Joe Kolodziej, Custodian of Petty Cash.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 003**

**DESIGNATING OFFICIAL TAX SEARCH OFFICER**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Park Ridge, that Jessica Mazarella, Tax Collector, being a duly bonded Official of the Municipality, be and she is hereby designated as Official Tax Search Officer (N.J.S.A. 54:5-11 of the Borough of Park Ridge for the year 2017; and

**BE IT FURTHER RESOLVED** that there shall be no additional compensation for this appointment.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 004**

**APPOINT FUND COMMISSIONERS 2017**

**BE IT RESOLVED** that the Governing Body of the Borough of Park Ridge does hereby appoint the following fund commissioners for the year 2017:

Bergen County Municipal Joint Insurance Fund:  
Borough Clerk / Administrator Kelley R. O'Donnell as  
Fund Commissioner  
Chief Financial Officer Joseph Kolodziej as Alternate

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 005**

**APPOINTMENT OF LOCAL EMERGENCY PLANNING COMMITTEE**

**WHEREAS**, the Borough of Park Ridge Office of Emergency Management is required by the State of New Jersey to appoint a Local Emergency Planning Committee (LEPC); and

**WHEREAS**, the Mayor and Council of the Borough of Park Ridge wish to appoint the following individuals; as per attached schedule, to serve as members of the LEPC; and

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Park Ridge that the individuals named be and are hereby appointed as members of the Local Emergency Planning Committee from January 1, 2017 to December 31, 2017.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

OFFICE OF EMERGENCY MANAGEMENT (OEM)  
LOCAL EMERGENCY PREPAREDNESS COUNCIL (LEPC) LEDGER

<b>LEPC DESIGNEE WITH ANNEX RESPONSIBILITIES</b>	
Sgt. Peter J. Mauro	OEM Coordinator; Public Health, EOC & Radiation
Terry Maguire	Mayor; Public Information
Robert Wetzelberger	Deputy EMC
Chief Joseph Madden	Public Safety & Evacuation
Thomas Derienzo, Jr.	Fire
Steve Bressler	EMS
William Beattie	Public Works & Damage Assessment
Katherine Bowen	Social Services
Mark Eisen	Shelters
Kelley O'Donnell	Resource Management
Dr. Ned Barber	Public Information
Anthony DiBlasi	Alert & Warning
Tom Derienzo	Hazmat
<b>Other Invited Members to support LEPC DESIGNEES</b>	
<b>Support Borough Officials &amp; Emergency Services</b>	
Councilman Robert Oppelt	Council Liaison
Joseph Kolodziej	Finance
James Babcock, Jr.	PRPD
John Sigillito	PRFD
Sue Kiley	EMS
Greg Stalb	PRPD
Paul Witte	PRPR
Nick Saluzzi	Housing Inspector
<b>Schools</b>	
Dr. Robert Gamper	PR Schools
Lorraine Meehan	Our Lady of Mercy Academy
<b>Community at Large</b>	
Ben Martin	
Justin Mattes	
<b>Business Community</b>	
Representative from	Marriott Hotel
David Vozza	Chamber of Commerce
Representative from	Mill Pond/Plaza Regency
Ted Poweski	NUS

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 006**

**PETTY CASH POLICY**

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

**WHEREAS**, the Borough currently has the following existing petty cash funds:

Current Fund	\$750
Electric & Water Utility	\$500
Swim Pool Utility	\$250
Golden Age Club	\$500

Which, were previously approved by the Division of Local Government Services naming the Chief Financial Officer as the Custodian of Petty Cash, and,

**WHEREAS**, it is the intent of the Mayor and Council to formally establish guidelines for use of such funds as follows:

1. Petty Cash is to be used for business related cash expenditures or reimbursement of \$50 or less.
2. A Petty Cash slip indicating the name, purpose, date, amount, and line-item to charge must be completed and signed by the individual receiving the funds. Additionally a receipt must be attached. The slip must also be signed by the Petty Cash Custodian.
3. The Petty Cash fund will be replenished periodically. All receipts will be attached and included on the payment of bills.

**NOW, THEREFORE, BE IT RESOLVED** by the Mayor and Council of the Borough of Park Ridge that Petty Cash disbursements be limited to \$50 or less and must include proper documentation as outlined above.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 007**

**ADOPTING BY-LAWS FOR 2017**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Park Ridge that the following shall be adopted and are hereby approved as By-Laws regulating the conduct of meetings; order of business; appointment and duties of committees; and other matters more specifically referred to.

**ARTICLE 1**

These By-Laws shall regulate the conduct of the meetings of the Mayor and Council of the Borough of Park Ridge and shall remain effective until the next reorganization meeting or until repealed, supplemented or amended at a regular meeting by the majority vote of the whole council. Any specific portion of the By-Laws may be suspended temporarily at any regular meeting for that meeting for that meeting only, upon the unanimous vote of the members present.

**ARTICLE 2  
MEETINGS**

1. Ordinances and Resolutions may only be acted upon at formal meetings which are advertised pursuant to NJSA 10:4-6 et seq.

2. The meetings of the Mayor and Council shall be held in the Borough Hall Council Chambers in accordance with the Resolution adopted at the Reorganization meeting each year setting forth the times and dates. Additional special meetings at which formal action may be taken will be scheduled as needed and in the manner provided by law.

3. The agenda for regularly scheduled formal meetings shall be set and distributed no later than the Friday preceding the formal meeting. Notwithstanding, the Borough Clerk may amend said agenda after distribution as necessary to include all pending business, and all agenda changes will be announced as part of the regular order of business.

4. The regular order of business at each formal council meeting shall be:

Pledge of Allegiance  
Roll Call  
Compliance Statement  
Agenda Changes  
Public Privilege of the Floor  
Ordinance Introduction  
Ordinance Public Hearing  
Consent Agenda  
Communications  
New Business  
Reports of Governing Body  
Approval of Minutes  
Optional Additional Public Privilege of the Floor  
Adjournment

5. The Council may, by resolution duly passed at a meeting, dispense with a future meeting or designate a different date for any regular meeting.
6. Seating and Voting Roll Call shall be determined by the Mayor.
7. All formal meetings shall end no later than 11:00 pm.
8. The Public Privilege of the Floor at a formal meeting shall be limited to a 5 minute maximum per speaker. Nevertheless, at a meeting where more than 20 members of the public are present, the Mayor and Council may decide to shorten the allotted time for speaking in order to accommodate as many speakers as possible.
9. The public shall be permitted to speak at a work session as provided by law for a maximum of 5 minutes per speaker. The Mayor shall announce within a reasonable time from the opening of the meeting that the floor is open to the public for comments and will notify speakers of the 5 minute limitation.
10. Executive Sessions, commonly known as closed sessions, will be conducted as necessary in the manner prescribed by law to discuss only those matter allowed by law.
11. Pursuant to the New Jersey's Open Public Meeting Act, N.J.S.A. 10:4-7, any member of the Mayor & Council may participate in any closed session or public meeting by telephone communication device provided that the device being used is free from being intercepted and not be overheard by anyone. Participation by telephone communication shall not count for quorum purposes.
12. Only the Mayor and/or Acting Mayor (in the absence of the Mayor) can call for a vote in the public meeting for something not on the Agenda.
13. Mayor and Council will set aside the first Tuesday of December each year for a Special Meeting dedicated to Reorganization. At that time the Mayor and Council will invite any elected candidates that will be sworn in at the January Reorganization Meeting to this Special Meeting to discuss liaison and committee assignments.
14. Except as herein specified, Robert's Rules of Order Shall be used.

### ARTICLE 3 COMMITTEES OF THE COUNCIL

1. The regular standing committees shall be as follows:
  - Finance & Administration
  - Fire
  - Insurance
  - Negotiations
  - Operations
  - Personnel
  - Policy
  - Public Buildings & Grounds
  - Public Health & Welfare
  - Public Safety

2. Each committee shall consist of at least one member of the Council and appointment to each Committee shall be made by the Mayor. Notwithstanding the foregoing, the Finance & Administration Committee shall have two members of the Council who shall be chosen from each political party, if applicable. If a subsequent vacancy exists for any Committee or Board Liaison appointment, then in such event, the Mayor shall make the appointment to fill said vacancy. The Mayor, in his/her sole determination, shall make changes to Committee/Board Liaison assignments at any time during the year.

3. The Mayor, or the Council by a majority vote, shall have the power to appoint special committees for purposes other than those embraced in the duties of the standing committees. The Mayor, or the Council, shall have the power to appoint members from the Council or other citizens of Park Ridge as he determines necessary.

4. The Mayor shall be a member of all Committees, both special and standing.

5. All committees shall make a report to the Council either in writing or orally of their activities as necessary.

**ARTICLE 4  
PAYMENT OF BILLS**

All bills or claims against the Borough shall be processed and paid in accordance with the Code of the Borough of Park Ridge, Chapter 6, entitled "Claims Approval and Payment."

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017 – 008**

**SCHEDULE OF MAYOR AND COUNCIL MEETINGS FOR 2017**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Park Ridge, County of Bergen, State of New Jersey, that all meetings of the Governing Body for the year 2017 shall be held in the Council Chambers of the Municipal Building, 53 Park Avenue, Park Ridge, in accordance with the following schedule.

**BE IT FURTHER RESOLVED** that formal action may be taken at these meetings.

**BE IT FURTHER RESOLVED**, that the Mayor and Council will hold Closed/Executive Session Meetings at 6:45 p.m., followed by Agenda/Work Session meetings, prior to the start of each Public Meeting, in which no action will be taken.

**BE IT FURTHER RESOLVED** that the Borough Clerk is hereby authorized to publish this Annual Notice in the official newspaper pursuant to the requirements of Public Law 1975, Chapter 231.

**2017 MAYOR AND COUNCIL MEETINGS**

**All public meetings are held on Tuesdays at 8:15 pm unless otherwise noted.**

**Public Meetings**

January 2 – Sine Die 11:30 pm  
January 2 – Reorganization 12:00 noon

January 10	January 24
February 14	February 28
March 14	March 28
April 11	April 25
May 9	May 23
June 13	June 27
July 11	July 25
August 8	August 22
September 12	September 26
October 10	October 24
November 28	
December 12	December 26

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

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Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017-009**

**DESIGNATION OF OFFICIAL NEWSPAPER**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Park Ridge that The Ridgewood, a Gannett Company, McLean Virginia is hereby designated as the official newspaper of the Borough of Park Ridge for the publication of advertisements and notices as required by law to be published for the year 2017; and

**BE IT FURTHER RESOLVED**, The Record, Community Life and Pascack Press, New Jersey be used for advertisement on an as needed basis.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017-010**

**DESIGNATION OF LEGAL DEPOSITORIES**

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

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

Bank of America	Oritani Bank
Citibank	PNC Bank
Lakeland Bank	TD Bank
Valley National Bank	Wells Fargo Bank
Sovereign Bank	Chase Bank
Mariners Bank	New Jersey Cash Management

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

Adopted \_\_\_/\_\_\_/\_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator

**BOROUGH OF PARK RIDGE  
RESOLUTION NO. 017-011**

**DESIGNATION OF ASSESSMENT SEARCH OFFICER**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Paramus that Kelley R. O'Donnell, RMC, Municipal Clerk being a bonded official of the Municipality be, hereby is; designated as the person for searching improvements pursuant to the provisions of Article 3A of Title 54, Chapter 5, of the Revised Statutes of New Jersey; and

**BE IT FURTHER RESOLVED**, that all lawful fees collected by the said Kelley R. O'Donnell, RMC, Municipal Clerk in her official capacity as the person to make and issue certificates as to the liability for assessments for municipal improvements, be received and retained by the Borough of Park Ridge.

Adopted \_\_\_ / \_\_\_ / \_\_\_ on roll call vote as follows:

	Introduced	Seconded	AYES	NAYES	ABSENT	ABSTAIN
Misciagna						
Bosi						
Oppelt						
Epstein						
Metzdorf						
Capilli						

APPROVED:

\_\_\_\_\_  
TERENCE P. MAGUIRE, MAYOR

Attest:

\_\_\_\_\_  
Kelley R. O'Donnell, RMC  
Borough Clerk / Administrator