

MAYOR AND COUNCIL
BOROUGH OF CLOSTER

REGULAR MEETING MINUTES – WEDNESDAY, OCTOBER 14, 2020 - 7:30 P.M.

The Mayor and Council of the Borough of Closter held a Regular Meeting on Wednesday, October 14, 2020. Mayor Glidden called the meeting to order at 9:04 p.m. and read the following statement:

DUE TO PUBLIC HEALTH CONSIDERATIONS, THIS REGULARLY SCHEDULED MEETING OF THE CLOSTER MAYOR AND COUNCIL WILL BE HELD BOTH TELEPHONICALLY and VIA ZOOM VIDEO.

You may join Zoom meeting including video by accessing the information posted in the **Borough Calendar** on the Borough website by visiting www.closterboro.com and clicking the link on the left sidebar for **Calendars and Notice of Meetings** and click on the corresponding date.

To join via Telephone Audio Only:

TOLL FREE: +1 646-558-8656; **MEETING ID:** 814 8057 4953; **PASSWORD:** 913469

1. PROVISIONS OF OPEN PUBLIC MEETINGS ACT STATEMENT

This meeting is called pursuant to the provisions of the Open Public Meetings Act of the State of New Jersey, was included in the Annual Notice of Meetings which was published in The Record and The Star Ledger on January 10, 2020, was posted on the Municipal Clerk's bulletin board and has remained posted as the required notices under the Statute. A Sunshine Notice regarding the change of meeting format was sent to The Record for posting on October 9, 2020. In addition, copies of these notices are and have been available to the public and are on file in the office of the Municipal Clerk.

**A COPY OF THIS NOTICE HAS BEEN POSTED ON THE OUTER DOORS
OF THE BOROUGH HALL AND ON THE BOROUGH WEB SITE**

2. ROLL CALL

The following persons were present:

Mayor John C. Glidden, Jr.
Borough Administrator, Edward Hynes
Borough Attorney, Edward T. Rogan
Borough Engineer, Nick DeNicola
Deputy Borough Clerk, Arlene Marie Gray
IT Coordinator, Kevin Whitney

The following persons participated via telephone:

Councilpersons Scott Devlin, Alissa Latner, Dolores Witko, Joseph Yammarino, Jannie Chung
and Victoria Amitai
Chief Financial Officer, Joseph Luppino
Chief of Police, Jack McTigue

The following persons were not present:

Loretta Castano, Borough Clerk

3. MAYORAL PRESENTATION(S)

ORDINANCES

4. INTRODUCTION OF THE FOLLOWING ORDINANCE – PUBLIC HEARING AND ADOPTION
MONDAY, 11/9/20 @ 8 P.M. OR AS SOON THEREAFTER AS THE MATTER MAY BE HEARD:

ORDINANCE NO. 2020:1275, "AN ORDINANCE TO DETERMINE THE BASE RATE, AMOUNT, SALARIES, WAGES, COMPENSATION, AND THE METHOD OF PAYMENT THEREOF TO PERSONS HOLDING CERTAIN OFFICES AND POSITIONS OF EMPLOYMENT IN THE BOROUGH OF CLOSTER FOR THE YEARS 2020 AND 2021 OR AS OTHERWISE NOTED"
(Received from Assistant CFO 10/7/20)

Motion approving Introduction of Ordinance No. 2020:1275 was made by Councilwoman Latner, seconded by Councilwoman Witko and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

5a. VOTE ON CONSENT AGENDA ITEMS

Motion approving Consent Agenda minus Item No. 15 was made by Councilwoman Witko, seconded by Councilwoman Latner and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

RESOLUTIONS

- 6. BILL RESOLUTION – OCTOBER 15, 2020
(Received from Deputy Treasurer 10/7/20)
- 7. RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE BLANCH AVENUE over DWARS KILL BRIDGE DESIGN AND CONSTRUCTION - BOSWELL FILE NO. PR-20-9832 – Second Release (Received from Administrator’s Office 9/29/20)
- 8. RESOLUTION HIRING CONSTRUCTION CODE OFFICIAL/PROPERTY MAINTENANCE INSPECTOR – BUILDING DEPARTMENT (Christopher Dippolito, at a rate of \$25.00 per hour; not to exceed fifteen (15) hours per week effective on October 15, 2020) Received from Administrator’s Office 10/2/20
- 9. RESOLUTION AUTHORIZING PARTICIPATION IN THE COOPERATIVE PRICING SYSTEM AGREEMENT COUNTY OF UNION COOPERATIVE PRICING SYSTEM, 8UCCP Union County Cooperative Pricing System (Received from Administrator’s Office 10/5/20)
- 10. RESOLUTION HIRING TEMPORARY CLERICAL HELP FOR BOROUGH CLERK’S OFFICE FOR ELECTION DAY, NOVEMBER 3, 2020 (Received from Administrator’s Office 10/5/20)
- 11. RESOLUTION AUTHORIZING PURCHASE OF BARRIERS FOR USE ON BLANCH AVENUE over DWARS KILL BRIDGE (Received from Administrator’s Office 10/6/20)
- 12. RESOLUTION FOR APPROVAL TO SUBMIT A GRANT APPLICATION AND EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF TRANSPORTATION FOR THE RAILROAD AVENUE PROJECT IDENTIFIED AS PROJECT LFIF-2021-RAILROAD AVENUE-00012 (Requested by Borough Engineer 10/5/20/Received from Administrator’s Office 10/7/20)
- 13. RESOLUTION MEMORIALIZING THE VOTE OF THE GOVERNING BODY TO GRANT PERMISSION FOR THE RECREATION COMMISSION TO HOST THE WOUNDED WARRIORS AMPUTEE SOFT BALL GAME DURING THE 2021 MEMORIAL DAY WEEKEND, WITH ADDITIONAL RESOLUTION TO FOLLOW UPON RECEIPT OF INDEMNIFICATION INSURANCE POLICIES, HOLD HARMLESS AGREEMENT AND ANY REQUIRED DOCUMENTATION CONCERNING PREVAILING HEALTH AND SAFETY PROTOCOLS (Received from Borough Attorney 10/7/20)
- 14. RESOLUTION MEMORIALIZING VOTE TO AUTHORIZE CLOSTER IMPROVEMENT COMMISSION TO PROCEED WITH IMPROVEMENT PLAN FOR VETERAN’S PARK (Received from Borough Attorney 10/7/20)
- ~~15.~~ RESOLUTION AUTHORIZING THE COST OF A FEASIBILITY STUDY TO BE PERFORMED ON RUCKMAN ROAD FOR THE PURPOSE OF SECURING PROPERTY FOR A NEW POLICE DEPARTMENT HEADQUARTERS (Received from Chief of Police 10/8/20)
- 15a. RESOLUTION AUTHORIZING CORRECTIVE ACTION PLAN (Received from Chief Financial Officer 10/13/20 @ 4:13 p.m.)

MOTIONS

- 16. MOTION APPROVING THE FOLLOWING MINUTES: NO ABSTENTIONS
 - a. REGULAR MEETING HELD MAY 13, 2020 (Distributed 10/2/20)
 - b. REGULAR MEETING HELD MAY 27, 2020 (Distributed 10/8/20)
 - b. SPECIAL MEETING HELD JUNE 24, 2020 (Distributed 10/1/20)
 - c. SPECIAL MEETING HELD AUGUST 12, 2020 (Distributed 10/1/20)
- 17. MOTION APPROVING THE FOLLOWING APPLICATION AS NEW MEMBER OF THE KNICKERBOCKER HOOK AND LADDER COMPANY (Received 10/3/20):
 - a. HAANH H. PHAM
- 18. MOTION APPROVING THE FOLLOWING ***NON-SALARIED*** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20: **UPDATED AS OF 8/18/20:**

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Board of Ethics				
	Member	<u>Joann Hildenbrand</u>	<u>NO APPOINTMENT</u>	5 Years
				31-Dec-24

18. MOTION APPROVING THE FOLLOWING ***NON-SALARIED*** APPOINTMENTS TO BOARDS AND COMMISSIONS NOT MADE AT THE REORGANIZATION MEETING HELD 1/2/20: **UPDATED AS OF 8/18/20:** Continued

<u>OFFICE</u>	<u>INCUMBENT</u>	<u>APPOINTEE</u>	<u>TERM</u>	<u>EXPIRES</u>
Food and Assistance Board				
Member	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-21
Historic Preservation Commission				
Alternate No. 2	<u>VACANT</u>	<u>NO APPOINTMENT</u>	2 Years (Unexp. Vacant)	31-Dec-21
Improvement Commission				
Alternate No. 2	<u>Andrew Correa</u> (Appt'd to Member RM 2/26/20)	<u>NO APPOINTMENT</u>	2 Years (Unexp. Correa)	31-Dec-20
Recreation Commission				
Member	<u>Steven Potterton</u> (Dec. Feb. 2020)	<u>NO APPOINTMENT</u>	5 Years (Unexp. Potterton)	31-Dec-22

19. REPORTS

- a. CONSTRUCTION OFFICIAL – SEPTEMBER 2020 (Received 10/2/20)
- b. CHIEF OF POLICE – SEPTEMBER 2020 (Received 10/12/20)

5b. VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA

15. RESOLUTION AUTHORIZING THE COST OF A FEASIBILITY STUDY TO BE PERFORMED ON RUCKMAN ROAD FOR THE PURPOSE OF SECURING PROPERTY FOR A NEW POLICE DEPARTMENT HEADQUARTERS (Received from Chief of Police 10/8/20)

Councilman Devlin wished the record to reflect that he objects to the locations listed in the Resolution which appear to not have been changed.

Motion of approval was made by Councilwoman Latner, seconded by Councilman Yammarino and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Latner, Witko, Yammarino, Chung and Amitai. Councilman Devlin voted no.

18a. MOTION authorizing the advertisement for position of Borough Clerk

Motion of approval was made by Councilwoman Witko, seconded by Councilwoman Amitai and declared carried by Mayor Glidden upon the affirmative vote of Councilpersons Devlin, Latner, Witko, Yammarino, Chung and Amitai.

20. OPEN MEETING TO PUBLIC FOR ANY MATTER, PER N.J.S.A. 10:4-12 (a)
(Subject to 5-minute limit per By-Laws General Rule No.11)

Mayor Glidden opened the meeting to the public. No one wishing to be heard, Mayor Glidden closed the meeting to the public.

21. ANY OTHER MATTER WHICH MAY COME BEFORE THE GOVERNING BODY

22. ADJOURNMENT

Motion to adjourn the Regular Meeting at 9:14 p.m. was made by Councilwoman Latner, seconded by Councilman Devlin and declared unanimously carried by Mayor Glidden.

Provided to the Mayor and Council on
April 1, 2021 for approval at the
Regular Meeting to be held
April 14, 2021

Arlene Marie Gray, RMC
Borough Clerk

Prepared by Arlene Marie Gray, RMC
utilizing recording and
Deputy Borough Clerk’s notes

Approved at the Regular Meeting held April 14, 2021
Consent Agenda Item No. 18a

BOROUGH OF CLOSTER

RESOLUTION INTRODUCING ORDINANCE NO. 2020:1275

BE IT RESOLVED, that an Ordinance entitled:

An Ordinance to Determine the Base Rate, Amount, Salaries, Wages, Compensation, and the Method of Payment Thereof to Persons Holding Certain Offices and Positions of Employment in the Borough of Closter for the years 2020 and 2021 or as otherwise noted

be introduced and pass first reading and that the Mayor and Council of the Borough of Closter does hereby fix Monday, November 9, 2020, at 8:00 P.M., or as soon thereafter as the matter may be reached, at the Borough Hall, 295 Closter Dock Road, Closter, New Jersey, as the time and place for the hearing of all persons interested therein; and where said hearing will be given thereon, in accordance with the law.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:

APPROVED:


Loretta Castano, Borough Clerk


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

THE BOROUGH OF CLOSTER, NJ
BERGEN COUNTY, NJ

WHEREAS, the claims listed below have been authorized and approved by the Chairman of the Committee, examined by the Finance Committee, and found correct. Therefore

BE IT RESOLVED, that the Mayor and Council hereby authorize the payment of these claims, and that warrants be drawn therefore when funds are available.

Budgeted	Amount
Closter Board of Education September 20'	\$1,709,772.92
Northern Valley High School September 20'	\$1,194,998.00
2019 Budget Appropriations	\$4,906.34
2020 Budget Appropriations – Operating Expenses	\$558,777.85
Payroll 9/15/20	\$275,303.08
Payroll 9/30/20	\$264,463.84
Current Treasury Account September 10, 2020 – October 14, 2020	\$4,008,222.03

Capital and Trust	Amount
Capital	\$436,375.01
Escrow Trust	\$74,356.05
Animal Trust	\$5,318.13
Recreation	\$2,450.00
Food Locker	\$4,750.00

The foregoing resolution was adopted at a meeting of the Mayor and Council held on October 14, 2020

Attest:

Approved:


Loretta Castano, Borough Clerk


John C. Glidden, Jr., Mayor

October 7, 2020
01:34 PM

BOROUGH OF CLOSTER
Check Register By Check Date

Range of Checking Accts: 01CURRENT to 13TRUST Range of Check Dates: 09/10/20 to 10/14/20
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01CURRENT		CURRENT TREASURY ACCOUNT			
15004	09/10/20	NORTHAM0 NORTH AMERICAN SAVINGS BANK	5,669.62		5386
15005	09/10/20	ROCKL015 ROCKLAND ELECTRIC COMPANY	9,890.06	09/10/20 VOID	5388
15006	09/10/20	UNITE020 SUEZ WATER NEW JERSEY	44,717.25		5388
15007	09/10/20	ROCKL015 ROCKLAND ELECTRIC COMPANY	9,341.47		5389
15008	09/10/20	ROCKL015 ROCKLAND ELECTRIC COMPANY	548.59		5390
15009	09/11/20	CROSS000 CROSS MATCH TECHNOLOGIES, INC.	1,509.57		5391
15010	09/11/20	DIREC000 DIRECT ENERGY BUSINESS	2,748.15		5396
15011	09/14/20	ROTHM000 ROTHMAN REALTY CORP PROFIT SHA	25,809.26		5397
15012	09/15/20	MCAOF000 MCANJ	175.00		5400
15013	09/17/20	DELAG000 DE LAGE LANDEN FINANCIAL SVC.	559.00		5402
15014	09/17/20	VERIZ005 VERIZON	387.99		5403
15015	09/22/20	RACHL000 RACHLES/MICHELE'S OIL CO., INC	6,657.26		5405
15016	09/23/20	GARDE015 GARDEN STATE HIGHWAY	465.98		5408
15017	09/25/20	STAND000 STANDARD INSURANCE COMPANY	1,225.98		5409
15018	09/25/20	STATE015 STATE OF NJ DEPT OF LABOR &	304.50		5409
15019	09/25/20	WILLI065 WILLIE WILSON ENTERTAINMENT	1,600.00		5409
15020	09/25/20	PUBLI000 PUBLIC SERVICE ELECTRIC & GAS	114.91		5411
15021	09/25/20	ROCKL015 ROCKLAND ELECTRIC COMPANY	2,904.72		5411
15022	09/25/20	SPECTR00 SPECTROTEL	2,365.14		5411
15023	09/25/20	VERIZ020 VERIZON WIRELESS	1,166.69		5411
15024	09/28/20	CLOST070 CLOSTER PUBLIC LIBRARY	63,950.33		5416
15025	09/29/20	DIREC001 DIRECT ENERGY BUSINESS	49.53		5417
15026	09/29/20	HORIZ000 HORIZON BCBSNJ	7,273.90		5417
15027	10/01/20	NJLEA000 NJ LEAGUE OF MUNICIPALITIES	220.00		5418
15028	10/01/20	RACHL000 RACHLES/MICHELE'S OIL CO., INC	9,913.07		5419
15029	10/06/20	INTER065 INTERSTATE WASTE SERVICES OF	22,108.05		5427
15030	10/14/20	ALFON000 ALFONSO DIASPARRA	147.43		5430
15031	10/14/20	ALPHO000 ALPHONSO H. YOUNG JR.	1,566.35		5430
15032	10/14/20	ANDRE010 ANDREW ORLICH	542.27		5430
15033	10/14/20	BONNI000 BONNIE SWITZER	147.43		5430
15034	10/14/20	CHIEF000 DAVID BERRIAN	383.08		5430
15035	10/14/20	DAVID050 DAVID HOLLENDER	463.13		5430
15036	10/14/20	DENNI005 DENNIS KAINÉ	1,373.11		5430
15037	10/14/20	DONAL010 DONALD NICOLETTI	1,566.35		5430
15038	10/14/20	DONDE000 DONN DEEGAN	1,373.11		5430
15039	10/14/20	DONOV000 DONOVAN BLADES	315.17		5430
15040	10/14/20	JAMES000 JAMES B. WINTERS	1,566.35		5430
15041	10/14/20	JAMES035 JAMES GORDON	238.48		5430
15042	10/14/20	JAMES080 JAMES G. GABETTIE	147.43		5430
15043	10/14/20	JEROM000 JEROME IKALOWYCH	1,373.11		5430
15044	10/14/20	JOSEP020 JOSEPH CORVELLI	440.24		5430
15045	10/14/20	KEVIN000 KEVIN M. DOERR	1,373.11		5430
15046	10/14/20	MICHA026 MICHAEL DILUZIO	147.43		5430
15047	10/14/20	NORMA010 NORMA T. KETLER	147.43		5430
15048	10/14/20	RICHA040 RICHARD D'AMICO	463.13		5430
15049	10/14/20	ROBER015 ROBERT C. TALMO	298.37		5430
15050	10/14/20	RONAL010 RONALD GAFFNEY	139.79		5430
15051	10/14/20	THOMA025 THOMAS MCNAMARA	147.43		5430
15052	10/14/20	TIMOTH00 TIMOTHY CONWAY	602.93		5430

October 7, 2020
01:34 PM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 2

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	CURRENT	CURRENT TREASURY ACCOUNT	Continued		
15053	10/14/20	WILLI040 WILLIAM HOWARD	447.41		5430
15054	10/14/20	WILLI060 WILLIAM T. BREWSTER	383.08		5430
15055	10/14/20	WMCLO000 W. MCLOUGHLIN	1,566.35		5430
15056	10/14/20	AMERI000 AMERICAN HOSE AND HYDRAULICS	408.03		5431
15057	10/14/20	AMERI018 AMERICAN PAPER TOWEL	1,097.60		5431
15058	10/14/20	AMGRA000 AM GRAPHICS CO., INC.	767.50		5431
15059	10/14/20	APPRAO00 APPRAISAL SYSTEMS, INC.	22,300.00		5431
15060	10/14/20	ARCTI005 ARCTIC FALLS SPRING WATER INC.	127.92		5431
15061	10/14/20	ARIST000 ARISTA TROPHIES	12.50		5431
15062	10/14/20	BCMCA000 BCMCA	200.00		5431
15063	10/14/20	BELSK000 BELSKIE MUSEUM	7,125.00		5431
15064	10/14/20	BEYER000 BEYER BROS. CORP.	302.58		5431
15065	10/14/20	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	4,590.00		5431
15066	10/14/20	CLIFF000 CLIFFSIDE BODY CORPORATION	381.23		5431
15067	10/14/20	CLOST015 CLOSTER COACHES ASSOCIATION	5,045.00		5431
15068	10/14/20	CONCE005 CONCEPTS AD LLC	688.00		5431
15069	10/14/20	COUNT010 COUNTY OF BERGEN	1,280.60		5431
15070	10/14/20	CUSTO001 CUSTOM BANDAG INC	283.24		5431
15071	10/14/20	DARTC000 DART COMPUTER SERVICES, INC.	2,875.00		5431
15072	10/14/20	DEUNI000 D & E UNIFORMS	779.34		5431
15073	10/14/20	DTRAU000 DTR AUTOMOTIVE SERVICE	290.00		5431
15074	10/14/20	ERIKL005 ERIK LENANDER	500.00		5431
15075	10/14/20	FIREF015 FIREFIGHTER ONE LLC	118.70		5431
15076	10/14/20	GOLDT000 GOLD TYPE BUSINESS MACHINES	885.69		5431
15077	10/14/20	GOSPO007 GOSPORT MANUFACTURING	94.28		5431
15078	10/14/20	GRAMCO000 GRAMCO WORD PROCESSING INC.	4,851.00		5431
15079	10/14/20	GTLIN000 GTL, INC., T/A	242.25		5431
15080	10/14/20	HOMET000 HOMETOWN HARDWARE INC.	587.82		5431
15081	10/14/20	INTER060 INTERSTATE 9W AUTO BODY	499.86		5431
15082	10/14/20	IZENB005 BBG, INC.	600.00		5431
15083	10/14/20	JBLOC000 J & B LOCK & ALARM, INC.	77.00		5431
15084	10/14/20	JOHNS003 JOHN S. HOGAN BERGEN CTY CLERK	6,189.29		5431
15085	10/14/20	LERCH000 LERCH, VINCI & HIGGINS, LLP	4,435.00		5431
15086	10/14/20	LOWES000 LOWE'S	32.23		5431
15087	10/14/20	LUPAR000 LUPARDI'S NURSERY INC.	2,955.00		5431
15088	10/14/20	MITCH005 MITCHELL HUMPHREY & CO.	1,501.50		5431
15089	10/14/20	MTETU005 MTE TURF EQUIPMENT	724.73		5431
15090	10/14/20	MUNIC000 MUNICIPAL EMERGENCY SERVICES	429.03		5431
15091	10/14/20	NJLEA000 NJ LEAGUE OF MUNICIPALITIES	225.00		5431
15092	10/14/20	NORTH010 NORTH JERSEY MEDIA GROUP	397.83		5431
15093	10/14/20	ORGANO05 ORGANIC RECYCLING INC NY	1,000.00		5431
15094	10/14/20	PALIS001 PALISADES SALES CORPORATION	1,029.00		5431
15095	10/14/20	PARTS003 PARTS AUTHORITY, INC.	1,843.99		5431
15096	10/14/20	PGAUT006 P&G AUTO INC.	297.55		5431
15097	10/14/20	POWER005 POWER PLACE INC	163.30		5431
15098	10/14/20	QUALI005 QUALITY COOLING CORP	770.00		5431
15099	10/14/20	RACHL000 RACHLES/MICHELE'S OIL CO., INC	1,706.09		5431
15100	10/14/20	REINE000 REINER GROUP INC.	504.00		5431
15101	10/14/20	RUDYS000 RUDY'S RISTORANTE	148.15		5431
15102	10/14/20	RUGGE000 SMITTY'S PRODUCTIONS INC	3,308.88		5431
15103	10/14/20	SCHWA000 SCHWAAB STAMPS, INC.	330.11		5431
15104	10/14/20	SCIRO020 SCIROCCO GROUP	400.00		5431

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
01	CURRENT	CURRENT TREASURY ACCOUNT	Continued		
15105	10/14/20	SFMOB011 SF MOBILE VISION INC	5,614.00		5431
15106	10/14/20	SIEGE005 SIEGEL DISTRIBUTING CO. LLC	403.44		5431
15107	10/14/20	STORR000 STORR TRACTOR COMPANY	516.82		5431
15108	10/14/20	TASER003 AXON ENTERPRISE, INC.	1,268.80		5431
15109	10/14/20	THEST000 NJ ADVANCE MEDIA	423.45		5431
15110	10/14/20	TRI-C005 TRI-COUNTY TERMITE & PEST	50.00		5431
15111	10/14/20	VANDI000 VAN DINES MOTOR'S INC	271.80		5431
15112	10/14/20	VERME000 VERMEER N ATLANTIC SALES & SVC	91.79		5431
15113	10/14/20	WBMAS000 W. B. MASON CO., INC.	190.90		5431
15114	10/14/20	WESTP000 THOMSON REUTERS - WEST	776.70		5431
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	110	1	324,153.98	9,890.06
	Direct Deposit:	0	0	0.00	0.00
	Total:	110	1	324,153.98	9,890.06
04	CAP-MANUAL	CAPITAL - MANUAL			
10024	10/02/20	CURRE000 CURRENT TREASURY FUND	11,031.95		5424
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	11,031.95	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	11,031.95	0.00
04	CAPITAL	CAPITAL ACCOUNT			
1193	10/14/20	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	36,265.20		5432
1194	10/14/20	CLIFF000 CLIFFSIDE BODY CORPORATION	909.19		5432
1195	10/14/20	DECOT000 DECOTIIS, FITZPATRICK, COLE &	13.80		5432
1196	10/14/20	DEERE020 DEERE & COMPANY	28,069.66		5432
1197	10/14/20	DLSCO005 DLS CONTRACTING, INC.	281,448.91		5432
1198	10/14/20	GOLDT000 GOLD TYPE BUSINESS MACHINES	5,202.07		5432
1199	10/14/20	GTLIN000 GTL, INC., T/A	2,835.00		5432
1200	10/14/20	MTETU005 MTE TURF EQUIPMENT	25,512.75		5432
1201	10/14/20	POWER005 POWER PLACE INC	1,647.95		5432
1202	10/14/20	VANDI000 VAN DINES MOTOR'S INC	5,061.53		5432
1203	10/14/20	WINNE000 WINNER FORD	38,377.00		5432
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	11	0	425,343.06	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	11	0	425,343.06	0.00
13	DEV ESCROW 2	ESCROW EDMUNDS CHECKING 2			
3255	09/10/20	DADAB005 DADABO, ROCCO	650.00		5387
3256	10/14/20	ALFRE005 ALFRED ANDERSON	29.70		5433
3257	10/14/20	BEATT000 BEATTIE PADOVANO, LLC	80.00		5433
3258	10/14/20	BOSWE000 BOSWELL MCCLAVE ENGINEERING IN	2,998.40		5433
3259	10/14/20	DECOT000 DECOTIIS, FITZPATRICK, COLE &	18.20		5433
3260	10/14/20	ERIR2005 ERIR 277 LLC	305.75		5433

Check # Check Date Vendor			Amount Paid	Reconciled/Void	Ref Num
13 DEV ESCROW 2 ESCROW EDMUNDS CHECKING 2 Continued					
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:		6	0	4,082.05	0.00
Direct Deposit:		0	0	0.00	0.00
Total:		6	0	4,082.05	0.00
13TRUST Trust Checking					
374	09/14/20	ROTHM000 ROTHMAN REALTY CORP PROFIT SHA	45,100.00		5398
375	09/14/20	JUNGH005 JUNGHYUN LEE	1,000.00		5399
376	10/02/20	CURRE000 CURRENT TREASURY FUND	24,174.00		5426
Checking Account Totals		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:		3	0	70,274.00	0.00
Direct Deposit:		0	0	0.00	0.00
Total:		3	0	70,274.00	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:		131	1	834,885.04	9,890.06
Direct Deposit:		0	0	0.00	0.00
Total:		131	1	834,885.04	9,890.06

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	319,247.64	0.00	0.00	319,247.64
CURRENT FUND	9-01	4,906.34	0.00	0.00	4,906.34
GENERAL CAPITAL FUND	C-04	436,375.01	0.00	0.00	436,375.01
OTHER TRUST FUND	T-13	70,274.00	0.00	0.00	70,274.00
Total of All Funds:		830,802.99	0.00	0.00	830,802.99

Project Description	Project No.	Project Total
7 ROSE COURT	2010057059	69.47
13 COLLINS AVE	2010057062	334.68
7 ROSE COURT	2010057065	236.28
86 WAINWRIGHT AVE	2010057086	334.68
597 PIERMONT ROAD	2010057099	987.36
80 KNICKERBOCKER RD	2010057123	29.70
735 CLOSTER DOCK ROAD	2010057146	80.00
26 CHURCH ST	2010057156	318.00
60 ANDERSON AVE	2010057157	477.00
65 HARING STREET	2010057163	650.00
12 HENMAR DRIVE	2010057169	546.68
21 PIERMONT RD	2010057175	18.20
Total of All Projects:		4,082.05

October 7, 2020
01:36 PM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 1

Range of Checking Accts: 14RECREATION to 15ANIMALCONTROL Range of Check Dates: 09/10/20 to 10/14/20
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
14RECREATION		SPECIAL RECREATION ACCT			
628	09/23/20	CAPIT000 CAPITAL CHECKING	2,450.00		5406
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 1	0	2,450.00	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	2,450.00	0.00
15ANIMAL MANUAL		ANIMAL ACCOUNT MANUAL			
10025	10/02/20	CURRE000 CURRENT TREASURY FUND	5,318.13		5423
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 1	0	5,318.13	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 1	0	5,318.13	0.00
Report Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
		Checks: 2	0	7,768.13	0.00
		Direct Deposit: 0	0	0.00	0.00
		Total: 2	0	7,768.13	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
RECREATION TRUST	T-14	2,450.00	0.00	0.00	2,450.00
DOG TRUST	T-15	5,318.13	0.00	0.00	5,318.13
Total of All Funds:		7,768.13	0.00	0.00	7,768.13

October 7, 2020
01:38 PM

BOROUGH OF CLOSTER
Check Register By Check Date

Page No: 1

Range of Checking Accts: 17 FOOD MANUAL to CURRENT-MANUAL Range of Check Dates: 09/10/20 to 10/14/20
Report Type: All Checks Report Format: Super Condensed Check Type: Computer: Y Manual: Y Dir Deposit: Y

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
17	FOODLOCKER	FOOD LOCKER ACCOUNT			
66	09/23/20	WAKEF005 WAKEFERN FOOD CORP	4,750.00		5407

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	1	0	4,750.00	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	1	0	4,750.00	0.00

CURRENT-MANUAL	CURRENT - MANUAL			
9111	09/11/20	NJSHB000 NJSHBP	86,582.57	5392
9112	09/11/20	BOR00000 BORO OF CLOSTER - PAYROLL ACCT	262,765.98	5395
9113	09/11/20	PAYRO000 PAYROLL AGENCY ACCOUNT	12,537.10	5394
9114	09/11/20	PAYRO000 PAYROLL AGENCY ACCOUNT	188.82	5394
9171	09/17/20	NEOP0015 NEOPOST LEASING	4,000.00	5401
9221	09/22/20	CLOST010 CLOSTER BOARD OF EDUCATION	1,709,772.92	5404
9251	09/25/20	CABLE000 OPTIMUM	170.44	5410
9252	09/25/20	PAYRO000 PAYROLL AGENCY ACCOUNT	9,257.52	5413
9253	09/25/20	BOR00000 BORO OF CLOSTER - PAYROLL ACCT	255,206.32	5414
9281	09/28/20	PAYRO000 PAYROLL AGENCY ACCOUNT	162.36	5415
10011	10/01/20	NORTH065 NORTHERN VALLEY HIGH SCHOOL	1,194,998.00	5420
10021	10/02/20	NATIO005 NATIONAL BENEFIT SERVICES, LLC	17.50	5421
10023	10/02/20	OPENS005 OPEN SPACE TRUST	32,293.95	5425
10061	10/06/20	CAPIT000 CAPITAL CHECKING	29,532.00	5428
10131	10/13/20	NJSHB000 NJSHBP	86,582.57	5429

Checking Account Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	15	0	3,684,068.05	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	15	0	3,684,068.05	0.00

Report Totals	<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
Checks:	16	0	3,688,818.05	0.00
Direct Deposit:	0	0	0.00	0.00
Total:	16	0	3,688,818.05	0.00

Totals by Year-Fund Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	0-01	3,684,068.05	0.00	0.00	3,684,068.05
FOOD LOCKER TRUST	T-17	4,750.00	0.00	0.00	4,750.00
Total of All Funds:		3,688,818.05	0.00	0.00	3,688,818.05

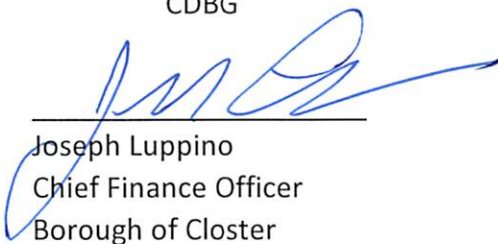
CHIEF FINANCIAL OFFICER CERTIFICATION OF AVAILABILITY OF FUNDS

Borough of Closter Council

As the Chief Financial Officer of the Borough of Closter, responsible for the maintenance of the financial records of the Municipality, I hereby certify that adequate funds have been appropriated. All funds are available for the aforementioned purpose and that payment of perspective contract price will be charged against and not to exceed the amount appropriated in the:

Closter Board of Education -	September	2020	\$ 1,709,772.92
Northern Valley Regional H.S. -	August	2020	\$ 1,194,998.00
Bergen County Tax			\$ -
Bergen County Open Space Tax			\$ -
2019 Budget Appropriations -	Operating		\$ 4,906.34
2020 Budget Appropriations -	Operating		\$ 558,777.85
Payroll	08/14/20		\$ 275,303.08
Payroll	08/28/20		\$ 264,463.84
Total Current Treasury 09/10/20 - 10/14/20			<u>\$4,008,222.03</u>

Capital	\$ 436,375.01
Escrow Trust Account	\$ 74,356.05
Recreation	\$ 2,450.00
Housing Trust	\$ -
Animal Account	\$ 5,318.13
Open Space	\$ -
Community Development Block Grant	\$ -
Food Locker	\$ 4,750.00
CDBG	\$ -



Joseph Luppino
Chief Finance Officer
Borough of Closter

Dated:10/14/20

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT
 WITH BOSWELL ENGINEERING TO PROVIDE *ENGINEERING SERVICES*
 FOR THE BLANCH AVENUE over DWARS KILL BRIDGE DESIGN AND
 CONSTRUCTION**

BOSWELL FILE NO. PR-20-9832 – Second Release

WHEREAS, the Borough of Closter, by resolution dated January 2, 2020, entered into an annual contract with Boswell Engineering for the provision of professional engineering services; and

WHEREAS, on Thursday, August 6, 2020, a major structural compromise was uncovered on the roadway approach to the Blanch Avenue Bridge creating a hazardous, dangerous condition and causing the roadway to be closed to all traffic in the interest of public safety; and

WHEREAS, Boswell Engineering has offered to provide the additional, engineering services in a proposal dated June 10, 2020, copy attached, for a total amount not to exceed \$98,500.00, (Exhibit A); and

WHEREAS, on Wednesday, August 26, 2020, Agenda Item Number 13A, the Closter Mayor and Council reviewed the proposal received from Boswell Engineering to address the plans and specifications of the Blanch Avenue over Dwars Kill Bridge Design and Construction to address the major structural compromise which was uncovered on the roadway approach to the Blanch Avenue Bridge creating a hazardous, dangerous condition; and

WHEREAS, On August 26, 2020 Mayor and Council meeting, the governing body approved the proposal received from Boswell Engineering and deemed it was in the best interest of the Borough to authorize commencement of this work by way of a contract amendment authorizing Boswell Engineering to begin preliminary work for an amount not to exceed \$40,000.00; and

WHEREAS, on September 21, 2020, Boswell Engineering notified the Borough Administration that Boswell Engineering has completed the preliminary oversight and design for the initial phase, as approved on August 26, 2020, and Boswell Engineering is prepared to move into the next scope of the project as identified in the proposal dated June 10, 2020; and

WHEREAS, the second phase of work is not to exceed \$58,500.00 as submitted in the Boswell Engineering proposal dated June 10, 2020; and

WHEREAS, N.J.S.A. 40A:11-1 et seq. exempts professional services from certain requirements of public bidding, provided a notice of appointment be printed in a newspaper of general circulation within the municipality; and

WHEREAS, N.J.S.A. 19:44A-20.1 et seq., commonly known as the State "Pay to Play" Law took effect on January 1, 2006 and the Borough had fully complied with the "fair and open" process set forth thereunder; and

WHEREAS, the Chief Financial Officer of the Borough of Closter has (by a Certificate of Availability of Funds) certified, pursuant to N.J.S.A. 40A:9-140.1 et seq. and N.J.A.C. 5:30-5.4, that the funds, which are required by the Borough for the retention of Boswell Engineering, are available;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that it does hereby approve the execution by the Mayor and Borough Clerk of a contract amendment to the Borough's contract with Boswell Engineering for the second phase of professional services at an amount not to exceed \$58,500.00 for a total contract price of \$98,500.00 as proposed; and

BE IT FURTHER RESOLVED that said contract amendment is being awarded without competitive bidding, since the services covered are "professional services," pursuant to N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, which are services performed by persons authorized by law to practice a recognized profession; and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized and directed, in accordance with the notice of publication provisions of N.J.S.A. 40A:11-5(1)(a), to publish a notice of this action once in the official newspaper of the Borough; and

BE IT FURTHER RESOLVED that the award of the contract amendment shall be in accordance with and subject to compliance with the Affirmative Action Regulations of the State of New Jersey, N.J.A.C. 17:27-1.1, et seq., and the requirements of Public Laws 1975 Chapter 127, N.J.S.A. 10:5-31 to 38; and

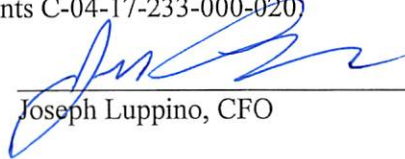
BE IT FURTHER RESOLVED that the contract amendment is being awarded in accordance with the provisions of N.J.S.A. 19:44A-20.1, et seq.

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a copy of this Resolution to the Borough Administrator and to the Assistant CFO.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for calendar year 2020 in accounts C-04-17-233-000-020

Dated: October 14, 2020


Joseph Luppino, CFO

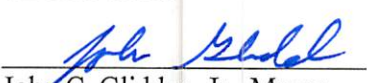
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

EXHIBIT A



BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT
WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES
FOR THE BLANCH AVENUE over DWARS KILL BRIDGE DESIGN AND
CONSTRUCTION
BOSWELL FILE NO. PR-20-9832**

EH
8/14

WHEREAS, the Borough of Closter, by resolution dated January 2, 2020, entered into an annual contract with Boswell Engineering for the provision of professional engineering services; and

WHEREAS, on Thursday, August 6, 2020, a major structural compromise was uncovered on the roadway approach to the Blanch Avenue Bridge creating a hazardous, dangerous condition; and

WHEREAS, on Thursday, August 6, 2020, officials from both Closter and Norwood met and reviewed the conditions of the bridge and approach roadways noting the sink hole on the westbound approach to the bridge, causing the immediate closure of the bridge to all traffic; and

WHEREAS, additional, professional engineering services are required for the joint project between the Borough of Closter and the Borough of Norwood; and

WHEREAS, necessary preparation of construction plans and specifications for the above referenced project will be prepared by Boswell Engineering; and

WHEREAS, the Borough of Closter has requested Boswell Engineering to provide these services in an effort to advance this project; and

WHEREAS, Boswell Engineering has offered to provide the additional, engineering services in a proposal dated June 10, 2020, copy attached, for an amount not to exceed \$98,500.00; and

WHEREAS, N.J.S.A. 40A:11-1 et seq. exempts professional services from certain requirements of public bidding, provided a notice of appointment be printed in a newspaper of general circulation within the municipality; and

WHEREAS, N.J.S.A. 19:44A-20.1 et seq., commonly known as the State "Pay to Play" Law took effect on January 1, 2006 and the Borough had fully complied with the "fair and open" process set forth thereunder; and

WHEREAS, it is deemed to be in the best interests of the Borough for the Mayor and Council to enter into a contract amendment with and thereby authorizing Boswell Engineering to undertake such additional work and responsibility for an amount not to exceed \$40,000.00 for the initial engineering tasks; and

WHEREAS, the Chief Financial Officer of the Borough of Closter has (by a Certificate of Availability of Funds) certified, pursuant to N.J.S.A. 40A:9-140.1 et seq. and N.J.A.C. 5:30-5.4, that the funds, which are required by the Borough for the retention of Boswell Engineering, are available;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that it does hereby approve the execution by the Mayor and Borough Clerk of a contract amendment to the Borough's contract with Boswell Engineering under which Boswell Engineering will provide the additional professional services at an amount not to exceed \$40,000.00; and

BE IT FURTHER RESOLVED that said contract amendment is being awarded without competitive bidding, since the services covered are "professional services," pursuant to N.J.S.A. 40A:11-5(1)(a) of the Local Public Contracts Law, which are services performed by persons authorized by law to practice a recognized profession; and

BE IT FURTHER RESOLVED that the Borough Clerk is authorized and directed, in accordance with the notice of publication provisions of N.J.S.A. 40A:11-5(1)(a), to publish a notice of this action once in the official newspaper of the Borough; and

BE IT FURTHER RESOLVED that the award of the contract amendment shall be in accordance with and subject to compliance with the Affirmative Action Regulations of the State of New Jersey, N.J.A.C. 17:27-1.1, et seq., and the requirements of Public Laws 1975 Chapter 127, N.J.S.A. 10:5-31 to 38; and

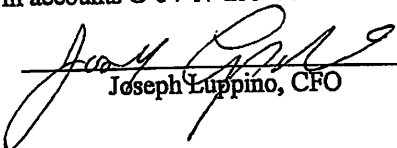
BE IT FURTHER RESOLVED that the contract amendment is being awarded in accordance with the provisions of N.J.S.A. 19:44A-20.1, et seq.

BE IT FURTHER RESOLVED that the Borough Clerk shall provide a copy of this Resolution to the Borough Administrator and to the Assistant CFO.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for calendar year 2020 in accounts C-04-17-233-000-020.

Dated: August 12, 2020


Joseph Luppino, CFO

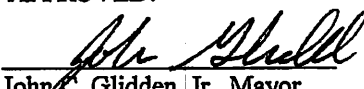
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko			X			
Councilman Yammarino	X		X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: August 12, 2020

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held August 12, 2020.


Loretta Castano, Borough Clerk

EXHIBIT A



BOSWELL ENGINEERING

ENGINEERS ■ SURVEYORS ■ PLANNERS ■ SCIENTISTS

330 Phillips Avenue • P.O. Box 3152 • South Hackensack, N.J. 07608-1722 • (201) 641-0770 • Fax (201) 641-1831

June 10, 2020

The Honorable Mayor and Council
Borough of Closter
295 Closter Dock Road
Closter, NJ 07624

Attention: Mr. Ed Hynes, Administrator

Re: Blanch Avenue over Dwars Kill
Boroughs of Closter & Norwood
Bergen County, New Jersey
Our File No. PR-20-9832

Dear Mayor Glidden and Members of the Council:

In accordance with your request, this letter shall serve as Boswell Engineering's (Boswell) proposal for the preparation of construction plans and specifications for the above referenced project.

It is our understanding that the Borough of Closter (Borough) will apply for a 2021 Local Aid grant for the above-referenced project. Following is an outline of the scope of work and the estimated fee for our design service.

SCOPE OF WORK

The intent of this project is to maximize the allocated funding while designing a project that is in keeping with in keeping with the character of the surrounding neighborhood. Consistent with this objective, we are recommending that the structure be rehabilitated by replacing the entire superstructure. The new design will include widening the bridge to include a 6' sidewalk on the north side. The construction cost for this work is estimated to be \$680,000 excluding material testing.

The bridge approach guide rail will be brought up to compliance on all four approaches and will afford a significant safety improvement. The project limits will extend between the required guide rail lengths and will be determined during the design stage.

SCOPE OF SERVICES

Field Survey

For this project, we propose the use of a conventional ground survey. We will establish the horizontal control by means of conventional total station. Utilizing GNSS/RTK, NAD 1983(2011) values will be

obtained on a minimum of three (3) of the survey baseline points. Checks will also be made, via RTK, to published National Geodetic Survey (NGS) control points in the vicinity of the project to verify our resultant RTK values. The "on-ground" survey baseline will then be moved and rotated into the NAD 1983 system based on a common central point thereby obtaining New Jersey State Plane Ground Coordinates. Since the Blanch Avenue bridge is in a flood zone based on the effective flood map, elevations will be established in the North American Vertical Datum of 1988. A conversion to the National Geodetic Vertical Datum of 1929 will be provided, if required.

The topographic survey of the bridge and approaches will be performed extending a minimum of 250 feet each way along the roadway from the bridge. Boswell's field crew will locate and obtain elevations on all existing features such as, but limited to, curbing, sidewalk, storm and sanitary structures (with invert elevations), visible utilities and utility mark-outs, trees with calipers greater than 6 inches, limits of wetlands, utility poles and overhead wires, fences, signs, and driveways. Boswell will obtain stream sections 500 feet upstream and as far as possible downstream of the bridge at 100-foot intervals, which will extend a minimum of 100 feet each way from the center line of Dwars Kill. Structural locations of the bridge will be obtained to aid in the alignment and design of the proposed bridge and for use in the hydraulic analysis.

Boundary Survey (R.O.W. Engineering)

We will research existing deeds and maps on file at the Bergen County Clerk's Office and will contact the Bergen County Engineer's office and SUBZ for any mapping and field notes that may be available. Field survey and a subsequent analysis will be performed in the office to establish the existing centerline, right-of-way lines, and lot lines. If practical, Boswell will utilize the existing calculated centerline of right of way as the construction baseline.

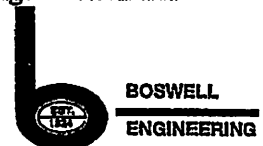
The existing right-of-way width of Blanch Avenue is 33 feet at the bridge. We will assume that four (4) lots will require permanent and/or temporary easements for the replacement of the bridge.

Roadway Design

Blanch Avenue varies in width on the approaches to the bridge, the north approximately 21.58 feet wide at the bridge, the south approach is wider since West Street merges into Blanch Avenue. The roadway width will be widened to include a 6' sidewalk on the north side of the bridge. For this project, the guide rail "Length of Need" calculations will be performed. This will establish not only how much guide rail will be required but also confirm the project limits. We will utilize Section 8 of the New Jersey Department of Transportation's (NJDOT) *Roadway Design Manual* for the guide rail design. Additionally, we will utilize NJDOT guide rail details on the construction plans.

The roadway horizontal and vertical alignment will be maintained. Pavement milling and resurfacing quantities will be calculated and provided on the plan.

The bridge is too narrow to be constructed in stages and therefore, the road will be closed while the construction occurs utilizing a 2-mile detour, similar to the detour established by Orange & Rockland



The Honorable Mayor and Council
June 10, 2020
Page 3 of 7

for the installation of their underground transmission line on this section of Blanch Avenue. The detour plan will be developed with input from key Borough officials, including the Police Department. The detour plan is not expected to impact access to any properties.

Utility Engineering

Establishing the location of all utilities impacted by the construction is an important step in the utilities engineering process. Once all utility locations are determined, the impacts to the respective utility will be quantified. Every effort will be made to avoid conflicts and thereby avoid utility relocations. We will hold a joint meeting of all utility companies who have aerial or underground facilities near the bridge. As a crane will be involved in setting the new bridge elements, there may be a conflict with the aerial wires in terms of the Proximity Act. Any and all limitations on construction will be noted in the contract documents as well as any work or schedule limitations, which may impact the Contractor's daily production and schedule.

Permits

The following summarizes the services required to obtain regulatory approvals and ensure environmental compliance.

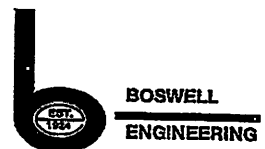
Hydrology and Hydraulics

The project takes place along the Dwars Kill Brook, which is a studied water body. However, since the proposed bridge will be a larger structure, to incorporate a widened roadway and sidewalks, a hydraulic analysis using a standard-step backwater analysis program (HEC-RAS) will be utilized. This analysis will determine the width and low cord elevation of the proposed structure, to ensure compliance with N.J.A.C. 7:13-12.7. The limits of the Flood Hazard Area and the floodway will then be delineated with a Metes and Bounds description.

Establishment of Regulatory Limits

Boswell will establish the wetland/upland boundary within the project limit to delineate the extent of regulated wetlands and State open waters within 150-foot landward of the proposed limit of disturbance. Our environmental team will GPS locate all regulated areas for inclusion on the Environmental Permitting Plans.

Delineation of the State open water/riparian boundary is necessary to accurately calculate regulated disturbances associated with the proposed project. The establishment of these limits is required as part of the NJDEP Land Use Application and can also be used for future planning purposes. Due to the existing site conditions and clear definition of the regulated areas, this process will require a Flood Hazard Area Individual Permit and a Freshwater Wetlands General Permit No. 10A.



Regulatory Permit Applications

This project will require a Freshwater Wetlands (FWW) General Permit No. 10A and a Flood Hazard Area Individual Permit for the proposed project disturbances associated with the replacement activities in accordance with N.J.A.C. 7:7A and 7:13, respectively. The potential affects to threatened and endangered species will be assessed and incorporated, if necessary.

Boswell will prepare the necessary environmental permit applications and coordinate with the Division of Land Use Regulation to obtain the required state approvals. The permit submission will include the following:

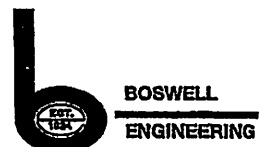
- Division of Land Use Regulation Program Application Form (DLUR);
- Freshwater Wetlands/Flood Hazard Area Administrative Checklist;
- Site photographs of the project area;
- Copy of the location maps and figures;
- Notices to adjacent property owners, certified mail, return receipt requested (to be paid by the County);
- Compliance Statement (in accordance with N.J.A.C. 7:7A and 7:13);
- Environmental permitting plans;
- Engineers Report
- Application fees; and,
- Permit coordination with NJDEP representatives.

Boswell will prepare all deliverables required to secure the necessary permits including, but not limited to; compliance statements, administrative forms, photo-documentation, public notification, location maps, threatened and endangered species inventories, qualifications, public interest evaluation, and disturbance calculations and environmental drawings. The plans and reports, prior to submission, will be thoroughly reviewed and checked for completeness in order to avoid unnecessary delays during the administrative review period. Once complete, the packages will be submitted to the NJDEP Division of Land Use Regulation.

Environmental Permitting Plans

Upon completion of the bridge replacement design, Boswell will prepare an Environmental Permitting Plan set as required for the various permit applications. Environmental Permitting Plans will be utilized in conjunction with the various design plans to obtain the required regulatory permits. These plans will include:

- A. Location of the proposed precast concrete structure, property lines, dewatering methods, construction access areas, and soil erosion and sediment control measures;
- B. Limits of existing wetland/upland boundary and riparian zone;
- C. Quantification of regulatory disturbances (wetlands, State open waters, riparian zones, flood hazard areas, critical habitat, etc.);



- D. Existing/proposed floodway and flood hazard area elevations; and
- E. Topography, and proposed conduit outlet/channel protection and vegetative restoration details.

Soil Erosion and Sediment Control Certification

The project will require a Soil Erosion and Sediment Control Certification (SCD) from Bergen County Soil Conservation District (BCSCD). Boswell will provide all necessary plans and supporting calculations to obtain SCD approval and determine the requisite review fees. Since review fees are based on final limits of disturbance, submission to the BCSCD will not occur until after the Final Design Phase.

NJDEP and BCSCD Coordination

After the submissions of the applications, Boswell will respond to any minor technical questions or comments and revise the plans and reports as necessary to comply with the various agency's (NJDEP and BCSCD) requests, within the project's initial scope.

Naturally, we will remain in frequent contact with the NJDEP and BCSCD review staff in an effort to expedite scheduling of the site inspection and issuance of the permits. This effort will include one (1) onsite field visit with NJDEP review personnel. It is anticipated that once the NJDEP deems the application complete, the permits are attainable within a 90 to 120-day time frame.

Task 1: Hydraulics: \$8,000

Task 2: Permit Application

- A. Establishment of Regulatory Limits: \$2,000
- B. Preparation of Permit Applications and Reports: \$4,000
- C. Permitting Plans: \$5,000

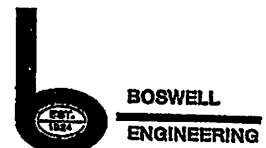
Task 3: Soil Erosion and Sediment Control: \$1,500

Task 4: Regulator Agency Coordination: \$2,000

Structural/Bridge Design

The need for this project is replacement of the bridge due to the deteriorated conditions of the structure, i.e., large spalls, missing mortar, laminar rust to the steel stringers, etc. The existing structure, classified as a culvert and constructed in 1910, is a single span bridge consisting of steel stringers with a brick jack arch deck. The span is 11.5 feet and has an under clearance of 4.4 feet. The overall structure length is 12.0 feet, with a width of 25 feet.

We will perform the structural design that will include design of a new superstructure, substructure and wingwalls to replace the existing bridge. The new structure will consist of precast concrete culvert structure, footings, wing walls and the parapets.



The Honorable Mayor and Council
June 10, 2020
Page 6 of 7

The new structure will be designed in accordance with current AASHTO standards as modified by the NJDOT. The new structure shall incorporate all current safety requirements for bridges. Also, architectural details, including stone work or concrete form-liners, can be included to enhance the bridge appearance, is so desired by the Borough.

Geotechnical Exploration and Foundation Recommendations

The geotechnical investigation and foundation recommendations task will be performed by our subconsultant Quad Engineering, LLC. The scope of work to be performed under this task includes the following:

Data Collection and Planning - Work will include site reconnaissance, collection and review of geological data, and preparation for the planned exploration program.

Exploration Program - The exploration program is planned to include drilling of two (2) borings at the bridge site. The depths of borings are expected to range in depth from 40 to 100 feet.

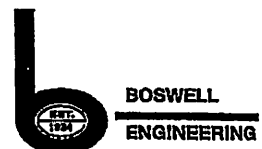
Disturbed samples will be obtained from the borings by the Standard Penetration Test Method in general accordance with ASTM D1586 procedures, and in the event of soft soil occurrence, 3-inch diameter undisturbed tube samples will be obtained from the compressible soil stratum for potential strength and compressibility testing.

Laboratory Testing - Laboratory testing is planned to include identification testing to verify visual classifications on selected soil samples. Strength testing will be conducted, if needed. These latter tests will include shear tests to obtain measurements of their strength.

Observation: A field representative will log the subsurface conditions and will maintain daily contact with our office to report the findings. The locations and depths of borings, drilling procedures, and the types and locations of samples will be modified as necessary to suit the conditions encountered.

Evaluation and Report - An engineering analyses and geotechnical engineering report for the bridge will be prepared, including recommendations for foundation types, depths, and other design criteria as described below:

- a. Methods to prepare the site to provide adequate support to the structures and their floors;
- b. Foundation types, depths, and allowable bearing value;
- c. Groundwater levels encountered and the geotechnical design and construction criteria for control of groundwater during and after construction;
- d. Influence of construction on adjacent structures;
- e. Seismic design criteria based on AASHTO.



The Honorable Mayor and Council
June 10, 2020
Page 7 of 7

FEE PROPOSAL

Boswell will perform the services outlined in the proposal for an estimated fee not to exceed \$12,000 for Survey, \$55,500 for the Design phase, \$22,500 for Hydraulics and Environmental Permitting phase, and \$8,500 for the Geotechnical Exploration and Foundation Recommendations. Invoicing will be based on our hourly rates in effect at the time the work is performed. This fee breakdown is only an estimate and will be adjusted to reflect the actual effort for each phase. The total fee, however, will not exceed \$98,500.00.

ITEMS NOT INCLUDED IN THE ENGINEERING FEE

The following items are not anticipated and are therefore excluded:

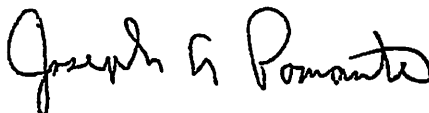
1. NJDEP Permit Review Fees (approx. \$10,000)
2. Bergen County Soil Conservation District Review Fees (approx. \$1,500)
3. Construction Inspection and/or Services
4. Survey Stakeout

Additional work above and beyond what is outlined in the proposal will be performed only as authorized by the Borough.

Thank you for the opportunity to submit this proposal. We look forward to providing the Borough of Closter and the Borough of Norwood with our engineering services and to the successful completion of this project. Should you have any questions or require additional information, please do not hesitate to contact Nick DeNicola, P.E., or me.

Very truly yours,

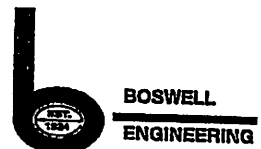
BOSWELL ENGINEERING



Joseph A. Pomante, P.E.

JAP/ND

010620-PR20-9832.doc



EH
LW
RIP 10/19

**BOROUGH OF CLOSTER
COUNTY OF BERGEN**

**RESOLUTION HIRING CONSTRUCTION CODE OFFICIAL/PROPERTY
MAINTENANCE INSPECTOR – BUILDING DEPARTMENT**

WHEREAS, at the Mayor and Council meeting held September 23, 2020, the governing body of the Borough of Closter approved by resolution the advertising for an additional part-time Construction Code Official/Property Maintenance Inspector; and,

WHEREAS, the position of a part-time Construction Code Official/Property Maintenance Inspector is budgeted in the approved municipal budget for calendar year 2020 for a maximum of 15 (fifteen) hours per week at \$25.00/hour; and

WHEREAS, the Borough of Closter's Administrator has reviewed the qualifications with the Human Resources Committee of the governing body and has recommended the hiring of an individual to the following position effective October 15, 2020:

Christopher Dippolito Construction Code Official/Property Maintenance Official \$25.00/hr.

NOW THEREFORE BE IT RESOLVED, the Mayor and Council are hereby authorizing the hiring of *Christopher Dippolito*, Construction Code Official/Property Maintenance Inspector, at a rate of \$25.00 per hour; not to exceed fifteen (15) hours per week effective on October 15, 2020.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted : October 14, 2020

APPROVED BY:


John C. Glidden, Jr., Mayor

ATTEST:


Loretta Castano, Borough Clerk

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on October 14, 2020.

Loretta Castano, Borough Clerk

**BOROUGH OF CLOSTER
BERGEN COUNTY, NEW JERSEY**

**RESOLUTION AUTHORIZING PARTICIPATION IN THE
COOPERATIVE PRICING SYSTEM AGREEMENT
COUNTY OF UNION COOPERATIVE PRICING SYSTEM
8UCCP Union County Cooperative Pricing System**

WHEREAS, N.J.S.A. 40A:11-11(5) authorizes contracting units to establish a Cooperative Pricing System and to enter into Cooperative Pricing Agreements for its administration; and

WHEREAS, the Union County Cooperative Pricing System (8UCCP), hereinafter referred to as the "Lead Agency" has offered voluntary participation in a Cooperative Pricing System for the purchase of work, materials and supplies; and

WHEREAS, the Borough of Closter in the County of Bergen desires to participate in the Union County Cooperative Pricing Agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council, Borough of Closter, in the County of Bergen, State of New Jersey that pursuant to the provisions of N.J.S.A. 40A:11-11, et al., the Mayor and Borough Clerk are hereby authorized to execute documents and enter into a Cooperative Pricing Agreement with the Lead Agency; and

BE IT FURTHER RESOLVED that the Lead Agency shall be responsible for complying with the provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

BE IT FURTHER RESOLVED that this resolution shall take effect immediately upon passage.


Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:

APPROVED


Loretta Castano, Borough Clerk


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

EXHIBIT A

Cooperative Pricing System Agreement, County of Union Cooperative Pricing System; dated October 14, 2020.

COOPERATIVE PRICING SYSTEM AGREEMENT
COUNTY OF UNION COOPERATIVE PRICING SYSTEM

THIS AGREEMENT made and entered into this day of , 2020
by and between the COUNTY OF UNION, Administration Building, Elizabeth, NJ 07207
hereinafter called the "LEAD AGENCY" or "COUNTY" and Borough of Closter with offices
located at 295 Closter Dock Road, Closter NJ 07624, hereinafter referred to as a "participating
contracting unit" or "governmental agency" and other public bodies located with the County of
Union or adjoining counties who choose to participate in the Cooperative Pricing System.

WITNESSETH:

WHEREAS, N.J.S.A. 40A:11-11(10), N.J.S.A. 18A:64A-25.10 and N.J.S.A. 18A:18A-11, specifically authorizes two or more contracting units to enter into a Cooperative Pricing Agreement for the purchase of work, materials and supplies; and

WHEREAS, N.J.S.A. 40A:11-11(6), specifically establishes that the agreement shall be valid for a period not to exceed five years; and

WHEREAS, N.J.A.C. 5:34-7.1 et seq. regulates the manner in which cooperative purchasing and more specifically, cooperative pricing systems, are operated and conducted; and

WHEREAS, N.J.S.A. 40A:11-10, et seq. specifically permits the County of Union to enter into contractual agreement with any governmental agency municipalities located within the County to undertake any municipal function including purchasing; and

WHEREAS, the County of Union has commenced a voluntary Cooperative Pricing System with other authorized contracting units within County of Union or adjoining counties utilizing the administrative purchasing services and facilities of the County of Union; and

WHEREAS, this Cooperative Pricing Agreement is to effect substantial economies in the purchase of work, materials and supplies; and

WHEREAS, all parties hereto have approved the within Agreement by Ordinance or Resolution as appropriate, in accordance with the aforesaid statutes; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes:

NOW, THEREFORE, IN CONSIDERATION of the promises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

1. The work, materials or supplies to be priced cooperatively may include those items listed on the Union County Website listed under Bulk List and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.
2. The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until termination of the approval for the Cooperative Pricing System as defined by N.J.A.C. 5:34-7.5 and more specifically set forth below.
3. The County of Union, on behalf of all participating contracting units, shall upon approval of the System's registration and annually thereafter on the anniversary of the system's registration, shall publish in its official newspaper a notice similar in content to the following:

Notice of Cooperative Purchasing

The County of Union acts as lead agency in a cooperative purchasing agreement in cooperation with 110 registered members. Under this system, the County of

Union solicits competitive bids for certain items purchased by registered members. This is a cooperative pricing system as defined and regulated by N.J.A.C. 5:34-7.

Interested citizens or vendors may obtain information regarding the manner of operation of this system by contacting UC Purchasing Department, 10 Elizabethtown Plaza, Elizabeth, New Jersey 07207, 908-527-4130. System Identifier #8-UCCP), approved by the New Jersey Division of Local Government Services through July, 2021.

4. Before seeking bids, the lead agency shall obtain from the participating contracting units in writing the items to be purchased, estimated quantities that each participating contracting units proposes to contract for during the life of the master contract, the location of delivery and other requirements to permit the preparation of specifications as provided by law.
5. The County of Union shall prepare and disclose the quantities and details of delivery required. The County of Union shall include in the specifications its requirements, stated in definite quantities; and registered member requirements, stated as individual estimated needs.
 - a. The specification shall list the participating contracting units who have submitted estimates, their delivery address, their estimated maximum quantities and other relevant information to permit the bidder to understand what is potentially involved.
6. Prior to the advertisement for bids, a registered member may request a review copy of the bid specifications. No changes shall thereafter be made except as permitted by law.

Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.

7. A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be prepared by the County of Union on behalf of all of the participating contracting units desiring to purchase any item and in accordance with *N.J.S.A. 40A:11-1 et seq.*
8. The County of Union will advertise for bids or the solicitation of informal quotations and shall receive bids or quotations on behalf of all participating contracting units in accordance with *N.J.S.A. 40A:11-1 et seq.* and *N.J.A.C. 5:34-7.10*. Following the receipt of bids, the County of Union shall review said bids and on behalf of all participating contracting units, either reject all or certain of the bids or make one award to the lowest responsible bidder or bidders for each separate item. This award shall result in the County of Union entering into a master contract with the successful bidder(s) providing for two categories of purchases:
 - a. The quantities ordered for the County's own needs, and
 - b. The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's overall (master) contract.
9. The County of Union shall enter into a formal written contract(s), when required by law, directly with the successful bidder(s) only after it has certified the funds available for its own needs.
10. Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with

the successful bidder(s); issue purchase orders in its own name directly to successful bidder(s) against said contract; accept its own deliveries; be invoiced by and receive statements from the successful bidder(s); make payment directly to the successful bidder(s), and be responsible for any tax liability.

11. No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit. Each participating contracting unit shall accordingly be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
12. The provisions of Paragraphs 9, 10 and 11 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.
13. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or issue a contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids which it has itself received.
14. All matters relating to the financial and contractual details of the Cooperative Pricing System shall be in accordance with *N.J.A.C. 5:34-7.11*
15. The County of Union and the participating contracting units shall be responsible for compliance with the change order requirements of *N.J.A.C. 5:34-4*.
16. When applicable, each participating contracting unit may, by resolution, provide for and authorize payment in advance for estimated administrative costs to be paid to the County

of Union for a cooperative pricing system. Such administrative costs shall be budgeted by the County of Union as a Special Item of Revenue offset with appropriations.

17. The County of Union reserves the right to exclude any item or commodity from said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
18. The Director of the Division of Local Government Services within the State Department of Community Affairs shall be notified within thirty (30) days of any change in the designated purchasing agent.
19. This Agreement shall become effective upon execution, subject to the review and approval of the Director of the Division of Local Government Services of the participating contracting units participation in the system. Further, this Agreement shall continue in effect until such time as the approval from the Director of the Division of Local Government Services exists or until July, 2021, in accordance with *N.J.A.C. 5:34-7.5(f)*. Any party to this Agreement which wishes to terminate its participation shall give written notice of its intention to terminate its participation at least thirty (30) days prior to the expiration of the term of the agreement.
20. All records and documents maintained or utilized pursuant to terms for this Agreement shall be identified by the code number assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the County of Union for purposes of identifying each contract and item awarded.
21. If any governmental agency wishes to withdraw from this agreement or if any other governmental agency wishes to become a party to this agreement, the other terms and

conditions of this agreement will remain unchanged as to all the remaining participating contracting units.

22. This Agreement shall be binding upon and endure to the benefit of the successors and assigns of the respective parties hereto.

[REMAINDER OF PAGE INTENTIONALLY LEFT BLANK]

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed on the date and year above written.

FOR THE COUNTY OF UNION

ATTEST:

JAMES E. PELLETTIERE, Clerk
Board of Chosen Freeholders

BY: EDWARD OATMAN
County Manager

APPROVED AS TO FORM:

BRUCE H. BERGEN, ESQ.
County Counsel

FOR THE PARTICIPATING UNIT

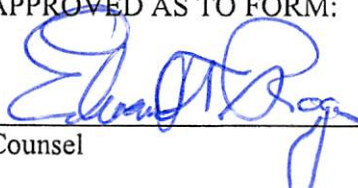
ATTEST:

Clerk

BY:

APPROVED AS TO FORM:

Print Name


Counsel

Title

LWx3 10/30

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION HIRING TEMPORARY CLERICAL HELP FOR
BOROUGH CLERK'S OFFICE FOR
ELECTION DAY, NOVEMBER 3, 2020**

WHEREAS, the Municipal Clerk's office has identified the need for additional assistance during the November 3, 2020 General Election; and

WHEREAS the Administrator has reviewed the need and request received from the Borough Clerk's office to utilize Temporary Clerical Help on Election Day, Tuesday, November 3rd; and

WHEREAS the hourly rate for a temporary Clerical Helper is not to exceed \$25.00/hour for a maximum of 10 hours; and

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council the Administrator may begin a search to identify a Temporary Clerical Helper for the Borough Clerk's Office on Tuesday, November 3, 2020; Election Day; and

NOW BE IT FURTHER RESOLVED the Clerk shall provide a certified copy of this Resolution to the Finance Office.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING PURCHASE OF BARRIERS
FOR USE ON
BLANCH AVENUE over DWARS KILL BRIDGE**

WHEREAS, on Thursday, August 6, 2020, officials from both Closter and Norwood met and reviewed the conditions of the Dwars Kill bridge and Blanch Avenue approach roadways noting the sink hole on the westbound approach to the bridge, causing the immediate closure of the bridge to all traffic; and

WHEREAS, in the interest of public safety the Boroughs of Closter and Norwood have closed the Blanch Avenue approach road and the bridge over the Dwars Kill for an indefinite period of time; and

WHEREAS, prior to August 2020, Orange & Rockland Utilities was installing a high voltage, underground cable for connection to the Michaels Lane substation and installed barriers to close this section of Blanch Avenue for the duration of their construction; and

WHEREAS, since the August 6, 2020 closure of the approach road and bridge, Orange & Rockland Utilities agreed to leave the barriers in place on the site until the boroughs could provide barriers necessary for public safety; and

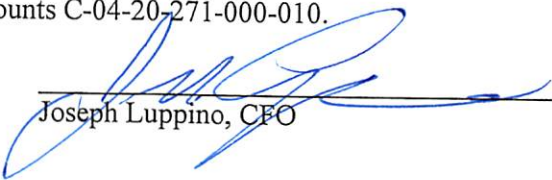
WHEREAS, Orange & Rockland Utilities is requesting the return of the barriers used during their construction project; and

NOW THEREFORE BE IT RESOLVED, the governing body authorizes the Borough Administrator/Treasurer to purchase eight (8) barriers from Power Pak Civil & Safety, LLC. at a cost of (two thousand, three hundred ninety one dollars and thirty five cents) \$2,391.35 (Exhibit A), to be delivered immediately to the Blanch Avenue/Dwars Kill Bridge site.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 5:30.4, that the funds are available to the Borough of Closter for calendar year 2020 in accounts C-04-20-271-000-010.

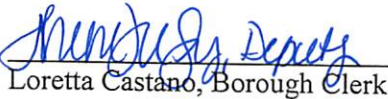
Dated: October 14, 2020


Joseph Luppino, CFO

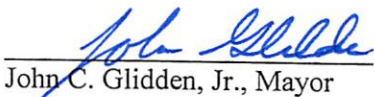
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

EXHIBIT A



C 04 20 271 000 010



Quote

#46830

10/06/2020

225 N Rte 303
CONGERS NY 10920
United States

Bill To
(Ph:)
Borough of Closter
295 Closter Dock Rd
Closter NJ 07624
United States

Ship To
(Ph:)
Borough of Closter
295 Closter Dock Rd
Closter NJ 07624
United States

Expires	Exp. Close	Sales Rep	Shipping Method
10/06/2021	10/06/2020	Jay Markham	

Quantity	UOM	Item	Rate	Amount
4		22179 ORANGE ROCK ROAD SAFETY WB300 Waterfilled Barrier with connecting pin	\$298.55	\$1,194.20
		STENCIL: CLOSTER OEM ***Price per linear foot is \$49.76***		
4		22180 WHITE ROCK ROAD SAFETY WB300 Waterfilled Barrier with connecting pin	\$298.55	\$1,194.20
		STENCIL: CLOSTER OEM ***Price per linear foot is \$49.76***		
1		Cookies FREE Cookies and Specials Flyer!	\$0.00	\$0.00
1		Toll Surcharge Toll Surcharge	\$2.95	\$2.95
			Subtotal	\$2,391.35
			Tax Total (%)	\$0.00
			Total	\$2,391.35



**BOROUGH OF CLOSTER
BERGEN COUNTY
RESOLUTION**

**RESOLUTION FOR APPROVAL TO SUBMIT A GRANT APPLICATION AND
EXECUTE A GRANT CONTRACT WITH THE NEW JERSEY DEPARTMENT OF
TRANSPORTATION FOR THE RAILROAD AVENUE PROJECT
IDENTIFIED AS
PROJECT LFIF-2021-RAILROAD AVENUE-00012**

NOW, THEREFORE BE IT RESOLVED, the governing body of the Borough of Closter formally approves the grant application for the above stated project; and

BE IT FURTHER RESOLVED that the Mayor and Borough Administrator/Treasurer or the Borough Engineer are hereby authorized to submit an electronic grant application identified as LFIF-2021-Railroad Avenue-00012 to the New Jersey Department of Transportation on behalf of the Borough of Closter.

BE IT FURTHER RESOLVED that the Mayor and Borough Administrator/Treasurer are authorized to sign the grant agreement on behalf of the Borough of Closter, and that their signature constitutes acceptance of the terms and conditions of the grant agreement and approves the execution of the grant agreement.

BE IT FURTHER RESOLVED the Borough Clerk will provide four (4) original, signed and sealed copies of this resolution to Borough Engineer, Nick DiNicola at Boswell Engineering.

COUNCILPERSON	MOTION	SECOND	YES	NO	ABSENT	ABSTAIN
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:


Loretta Castano, Borough Clerk

APPROVED:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

BOROUGH OF CLOSTER

RESOLUTION MEMORIALIZING THE VOTE OF THE GOVERNING BODY TO GRANT PERMISSION FOR THE RECREATION COMMISSION TO HOST THE WOUNDED WARRIORS AMPUTEE SOFT BALL GAME DURING THE 2021 MEMORIAL DAY WEEKEND, WITH ADDITIONAL RESOLUTION TO FOLLOW UPON RECEIPT OF INDEMNIFICATION INSURANCE POLICIES, HOLD HARMLESS AGREEMENT AND ANY REQUIRED DOCUMENTATION CONCERNING PREVAILING HEALTH AND SAFETY PROTOCOLS

WHEREAS, at the Public Meeting of the Closter Governing Body held on September 23, 2020, the Governing Body considered the request of the Recreation Commissioner dated August 28, 2020, to host a Wounded Warriors softball game during the 2021 Memorial Day Weekend (May 28 - May 31, 2021) at the George Potterton Little League Field, with no rain date provided; and

WHEREAS, following a discussion, a motion was made and carried upon the affirmative vote of the Council to reserve the aforementioned weekend and grant preliminary approval for the softball game, subject to receipt of applicable permits, inspections, indemnifications, insurance policies, hold harmless agreements and any required documentation concerning prevailing health and safety protocols, at which time an additional resolution in 2021 shall be provided to the Governing Body for consideration;

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, State of New Jersey that this memorializes the aforementioned vote by the Governing Body to reserve the aforementioned 2021 Memorial Day weekend for the Wounded Warriors softball game, and grant permission to hold the event during that weekend at the George Potterton Little League Field, subject to receipt of applicable permits, inspections, indemnifications, insurance policies, hold harmless agreements, and any required documentation concerning prevailing health and safety protocols, at which time an additional resolution in 2021 shall be provided to the Governing Body for consideration.

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:

APPROVED:


Arlene Marie Gray, Deputy Borough Clerk


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Arlene Marie Gray, Deputy Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION MEMORIALIZING VOTE TO AUTHORIZE CLOSTER
IMPROVEMENT COMMISSION TO PROCEED WITH IMPROVEMENT PLAN FOR
VETERAN’S PARK

WHEREAS, Veteran’s Park is a popular park near the Borough’s downtown area which has been used with greater frequency in recent months for outdoor dining and recreation due to restrictions on indoor activities caused by the COVID-19 pandemic; and

WHEREAS, in a letter to the Mayor and Council dated September 7, 2020, Yuval Tal, Chair of the Closter Improvement Commission (“CIC”), has recommended and is seeking Governing Body approval of an improvement plan for Veteran’s Park developed by the CIC to address limited seating within the park, limited parking, and general wear and tear; and

WHEREAS, the improvement plan proposes (1) removal of the current gazebo, (2) installation of a paver patio and picnic tables with seats, (3) the addition of parking spaces, and (4) certain cleaning, restoration and maintenance work, as described in more detail in the memo attached hereto as **Exhibit A**; and

WHEREAS, at the public meeting held on September 23, 2020, the Governing Body considered the request by the CIC and determined by a voice vote that the Borough should approve the CIC plan as set forth in **Exhibit A** with the exception of paragraph 3 regarding onsite parking spaces, which will be the subject of further review by the Governing Body; and

WHEREAS, it has been determined that there are sufficient funds within the CIC’s budget to pay for the improvements approved hereunder;

NOW, THEREFORE, BE IT RESOLVED that the Governing Body of the Borough of Closter hereby memorializes its vote at the September 23, 2020 Public Meeting to approve the CIC improvement plan for Veteran’s Park as set forth in more detail in **Exhibit A** with the exception of paragraph 3 regarding onsite parking spaces, which will be the subject of further review by the Governing Body; and

BE IT FURTHER RESOLVED that a copy of this Resolution shall be forwarded by the Borough Clerk to the Borough Administrator, Chair of the Closter Improvement Commission, DPW Superintendent and Director of Parks and Recreation.

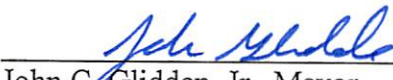
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:

APPROVED:


Arlene Marie Gray, Deputy Borough Clerk


John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Arlene Marie Gray, Deputy Borough Clerk

Closter Improvement Commission

9/7/2020

To: Honorable Mayor Glidden and Distinguished Council Members
From: Yuval Tal, Chair
RE: Veteran's Park

During these difficult times when indoor dining is limited, some of our residents have been using Veteran's Park in our downtown area as a place to eat or have a short break. I have personally visited the park several times and noticed that it is frequently used for these purposes by people of all ages.

This is the only park in our downtown area and I would like to see it improved for our town residents. The park has limited seating (two picnic tables and two benches), street parking is difficult to find and overall maintenance is lacking.

Councilwoman Amital, Ann Brewser of the CIC and I have met with the Closter Veterans and came up with a plan that will address some of these issues. I am asking the Mayor and Council to please approve the following plan:

1. Remove the current gazebo structure as it is a potential safety risk. It is rotting and breaking up. Instead of that, place pavers and a picnic table with seats.
2. In addition to that, add two more picnic tables on pavers in the shaded area of the park. This will bring it to a total of five picnic tables, with ample distancing to keep people safe.
3. The north part of the park is bound by a paper street that could hold 5-6 parking spaces for park visitors: a few at the end of the street, and a few facing the park. Some or all of these parking spaces should be designated for short stay and for park visitors only.
4. Maintenance:
 - a. Some maintenance work is required where the cannon is located and the pavers in front of it need to be leveled.
 - b. Clean up or possibly paint the existing picnic tables.
 - c. Power-wash the path in the park.
 - d. Clean the lawn as it is full of weeds.
 - e. Bronze plaques need to be restored/cleaned.

EH
CIC
BD 10/19
JC
CW

BOROUGH OF CLOSTER
COUNTY OF BERGEN

**RESOLUTION AUTHORIZING THE COST OF A FEASIBILITY STUDY TO BE PERFORMED
ON RUCKMAN ROAD FOR THE PURPOSE OF SECURING PROPERTY FOR A NEW
POLICE DEPARTMENT HEADQUARTERS.**

WHEREAS, At the regular council meeting on 8/12/2020 a presentation was made by the Borough Administrator and the Chief of Police regarding overcrowding, needed space and safety issues etc. in Closter Borough Hall 295 Closter Dock Road.

WHEREAS, The information provided by the Chief of Police covered such issues as dangerous processing of detainees in small areas that are offices, dangerous practices of handcuffing multiple detainees to a wall in a 5 ft. hallway, only having one (1) jail cell, the difficulties of separating male/female, adult/juvenile detainees to the standards provided by the State of New Jersey, a shared main door to the male and female employee locker rooms, how the vacancy of the Police Department from the current Borough Hall would make available approximately 30 parking spaces to the Borough.

WHEREAS, the Borough of Closter has identified certain Borough owned land for a potential building site. A meeting with the Boswell Engineering staff indicated that the first step for such a project would be a feasibility study to obtain reports such as Wetland Delineation Study, Geotechnical report of the subsurface and a conceptual building footprint drawing.

WHEREAS, These reports and drawings were estimated to cost approximately \$20,000 by Boswell Engineering along with obtaining a certified title of the property in question.

WHEREAS, the Mayor and Council agreed that this topic of overcrowding has been a discussion amongst the governing body and department heads for decades and this project would be a long term solution to the problem.

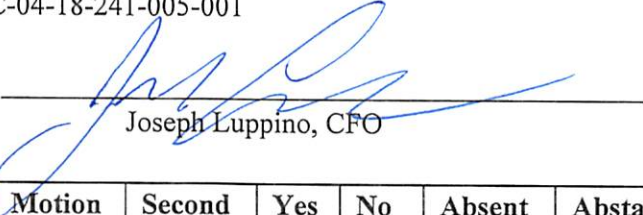
WHEREAS, it is the desire of the Mayor and Council of the Borough of Closter to address these issues of overcrowding and safety.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter that the Police Department of the Borough of Closter, under the direction of the Chief of Police, begin to research the possibility of a new Police Headquarters on Ruckman Rd and that an amount not to exceed \$20,000 be put into an account for this purpose.

CERTIFICATE OF AVAILABILITY OF FUNDS

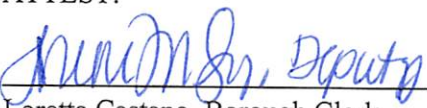
I, Joseph Luppino, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to NJSA 40A:9-140.1, et seq. and NJAC 4:30.4, that the funds are available to the Borough of Closter for the calendar year 2020, Capital Account C-04-18-241-005-001


Dated: October 14th, 2020


Joseph Luppino, CFO

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin				X		
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino		X	X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

ATTEST:

Loretta Castano, Borough Clerk

APPROVED:

John C. Glidden, Jr., Mayor

Certified to be a true copy of a Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

BOROUGH OF CLOSTER RESOLUTION

WHEREAS, the Director of the Division of Local Government Services has formally directed all municipalities and counties to adopt a Corrective Action Plan as part of their annual audit process; and

WHEREAS, this Corrective Action Plan shall be submitted to the Director of the Division of Local Government Services within 60 days from receipt of the annual audit and it shall be kept on file with the Municipal Clerk; and

WHEREAS, this plan shall cover all audit findings and recommendations as well as the status of prior year findings and recommendations and be prepared in accordance with the Single Audit Act, Federal and State Office of Budget Management Circulars and applicable Local Finance Notices,

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Closter hereby approve the below Corrective Action Plan for the 2019 Audit; and

BE IT FUTHER RESOLVED that a certified copy of this resolution be forwarded to the Director of Local Government Services.

CORRECTIVE ACTION PLAN

***Finding 2019-1 and 2018-3**

There were instances where purchase orders were not created until the goods and services or invoices were received from the vendor.

Recommendation by Auditor:

Purchase orders be encumbered prior to the ordering of goods and services.

Corrective Action Plan:

The Borough Administrator will enforce with the department heads and borough employees that prior to ordering any goods and services, a purchase order encumbering funds be obtained prior to the ordering of the goods and services.

Implementation Date: September 2020

***Finding 2019-2 and 2018 4**

Recommended by Auditor:

All cash receipts and cash disbursements relating to Other Trust Fund be recorded in the Borough's accounting system.

Corrective Action Plan:

The CFO and the Finance department will work together to ensure Other Trust Fund accounts are in the Borough's financial software system.

Implementation Date: September 2020

***Finding 2019-3 and 2018-5**

Recommendation by Auditor

The fixed asset ledger be currently maintained. Furthermore, consideration should be given to integrate the fixed asset records with the financial accounting system.

Corrective Action Plan:

The CFO will work closely with the Finance department to ensure proper additions be included in the asset ledger.

Implementation Date: November 1, 2020

***Finding 2018-4 and 2018-6**

Recommendation by Auditor:

The UCC report be filed annually in accordance with N.J.A.C. 5:23-4.17.

Corrective Action Plan:

The CFO will work with the new Construction Official to ensure the UCC report is filed immediately.

Implementation Date: October 2020

***Finding 2019-5**

Recommendation by Auditor:

All receipts collected by the Municipal Court be remitted to the respective agencies by the 15th of the subsequent month. Additionally, recall all outstanding tickets in excess of six (6) months old.

Corrective Action Plan:

Borough Administrator and CFO will inform the Municipal Court Administrator that court receipts be remitted to the state and reconciled by the 15th of the subsequent month and all outside tickets in excess of 6 months old be recalled.

Implementation Date: October 2020

***Finding 2019 - 6**

Recommendation By Auditor:

The Animal Control monthly reports be in agreement with the financial information reported in the Borough's Animal Control Trust Fund. Furthermore, dog license tags be issued in sequential order.

Corrective Action Plan:

The Deputy Treasurer will work with Animal Control Officer to determine that the monthly reports reconcile to the Animal Trust Fund and dog license tags will be issued in sequential order.

Implementation Date: September 2020

Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilman Devlin			X			
Councilwoman Latner		X	X			
Councilwoman Witko	X		X			
Councilman Yammarino			X			
Councilwoman Chung			X			
Councilwoman Amitai			X			

Adopted: October 14, 2020

Attest:


Loretta Castano, Borough Clerk

Approved:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter at the Regular Meeting held October 14, 2020.

Loretta Castano, Borough Clerk

EH
LW
JL
MP
10/19