



**MAYOR AND COUNCIL
BOROUGH OF CLOSTER**

REGULAR MEETING AGENDA – WEDNESDAY, MAY 24, 2023 - 7:00 P.M immediately following
the Work Session

Mayor Glidden opened the meeting at 7:50 pm with the Public Meeting Announcement: **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: 864 2063 3673; PASSWORD: 8675309

If Executive session is required, the Council will retire to a closed session at the conclusion of the Regular Meeting pursuant to N.J.S.A. 10:4-6 and follow the procedures provided in this statute.

1. **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 Notice of 2023 Mayor and Council Meetings which was published in The Record and The Star Ledger on December 27, 2022, was posted on the Municipal Clerk’s bulletin board and on the Borough website, and has remained posted as the required notices under the Statute. In addition, a copy of the notice is and has been available to the public and is on file in the office of the Municipal Clerk.

2. **ROLL CALL**

Councilwoman Amitai-absent Councilwoman Latner-present
Councilwoman Chung-present Councilwoman Witko-present
Councilman Devlin-present Councilman Yammarino-present

3. **PUBLIC HEARING ON BUDGET AMENDMENT**

The attorney explained that the amendment relates to stipends and that the stipends were in the budget already but were in a different line item. Open for Public Hearing There were no comments. The meeting was closed to the public.

4. **ADOPTION OF THE 2023 MUNICIPAL BUDGET**

*23-141 RESOLUTION TO READ BUDGET BY TITLE AND ADOPT 2023 MUNICIPAL BUDGET FOR THE YEAR ENDING DECEMBER 31, 2023

Councilwoman Latner moved to adopt the 2023 Budget, second Councilman Devlin
Councilwoman Chung-yes Councilwoman Witko-yes
Councilman Devlin-yes Councilman Yammarino-yes
Councilwoman Latner-yes
Carried.

5. **APPOINTMENTS**

Food and Assistance Board

Office	Incumbent	Recommendation	Term	Expires
Member	Lynn Paulison	Ruthie Nussbaum	2 Yr Unexpired Term	12/31/23

Councilwoman Witko moved to support the appointment, second Councilwoman Latner.

Councilwoman Chung-yes Councilwoman Witko-yes
Councilman Devlin-yes Councilman Yammarino-yes
Councilwoman Latner-yes
Carried.

6. **ORDINANCES**

ADOPTION OF ORDINANCES

The meeting was opened to the public. Councilman Devlin asked for clarification. The administrator explained. The meeting was closed to the public.

Ordinance No. 2023-1320 BOND ORDINANCE PROVIDING AN APPROPRIATION OF \$635,000, PROVIDING FOR VARIOUS CAPITAL IMPROVEMENTS IN AND FOR THE BOROUGH OF CLOSTER, IN THE COUNTY OF BERGEN, NEW JERSEY AND AUTHORIZING THE ISSUANCE OF \$603,250 BONDS OR NOTES OF THE BOROUGH FOR FINANCING PART OF THE APPROPRIATION

Councilwoman Latner moved to adopt Ordinance 2023-1320, second Councilman Yammarino.

Councilwoman Chung-yes	Councilwoman Witko-yes
Councilman Devlin-yes	Councilman Yammarino-yes
Councilwoman Latner-yes	

Carried.

The meeting was opened to the public. Councilman Devlin asked for clarification and was given it. The meeting was closed to the public.

Ordinance No. 2023-1321 ORDINANCE APPROPRIATING A SUM NOT TO EXCEED \$261,500.00 FROM OPEN SPACE, RECREATION, FARMLAND, AND HISTORIC PRESERVATION TRUST FUND FOR PARK, FARMLAND, AND HISTORIC PRESERVATION IMPROVEMENTS

Councilman Yammarino moved to adopt Ordinance 2023-1321, second Councilwoman Latner.

Councilwoman Chung-yes	Councilwoman Witko-yes
Councilman Devlin-yes	Councilman Yammarino-yes
Councilwoman Latner-yes	

Carried.

INTRODUCTION OF ORDINANCE

Ordinance No. 2023-1322: AN ORDINANCE AMENDING ORDINANCE #2022-1303

The attorney explained that this Ordinance amendment includes the stipends for the Mayor and Council.

Councilwoman Latner moved to introduce Ordinance 2023-1322, second Councilwoman Witko

Councilwoman Chung-yes	Councilwoman Witko-yes
Councilman Devlin-yes	Councilman Yammarino-no
Councilwoman Latner-yes	

Carried.

7. **VOTE ON CONSENT AGENDA ITEMS** Mayor Glidden read all items.

All items with an asterisk (*) are considered to be non-controversial by the Council and will be approved by one MOTION. There may be further discussion prior to the vote upon request of a Council Member. Also, any item may be removed for further discussion or for Roll Call vote, in which case the item will be removed and considered in its normal sequence as part of the General Order of Business.

RESOLUTIONS

- *23-142 RESOLUTION AUTHORIZING THE BOROUGH OF CLOSTER TO ENTER INTO THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION COOPERATIVE PRICING SYSTEM
- *23-143 REFUND OF REAL ESTATE TAX OVERPAYMENT
- *23-144 RESOLUTION SUPPORTING THE BERGEN COUNTY FIRE MUTUAL AID PLAN IN THE BOROUGH OF CLOSTER, COUNTY OF BERGEN, STATE OF NEW JERSEY
- *23-145 RESOLUTION SUPPORTING BILLS3739/A5402 DEPLAYING THE IMPLEMENTATION OF THE FOURTH ROUND OF AFFORDABLE HOUSING OBLIGATIONS
- *23-146 RESOLUTION HIRING TEMPORARY DRIVER/LABORER DEPARTMENT OF PUBLIC WORK FOR 2023
- *23-147 RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE BANK STABLIZATION AND PIPE REPLACEMENT OF THE RUCKMAN POND LOCATED AT THE CLOSTER NATURE CENTER
- *23-148 RESOLUTION LEAD GRANT ASSISTANCE PROGRAM
- *23-149 RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE MS4 ASSET INVENTORY MAPPING
- *23-150 RESOLUTION APPROVING RECREATION 2023 SUMMER CONCERTS
- *23-151 RESOLUTION AUTHORIZING INCLUSION IN THE BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM
- *23-152 RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COUNTY OF BERGEN TO SUPERSEDE THE COOPERATIVE AGREEMENT DATED JULY 1, 2021, AND AMENDMENTS THERETO ESTABLISHING THE BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM

- *23-153 RESOLUTION AUTHORIZING THE APPOINTMENT OF MUNICIPAL REPRESENTATIVES TO THE BERGEN COUNTY COMMUNITY DEVELOPMENT REGIONAL COMMITTEE PERIOD JULY 1, 2023 THROUGH JUNE 30, 2024
- *23-154 BILL LIST
- *23-155 RESOLUTION AWARDED A PROFESSIONAL SERVICES AGREEMENT TO APPRAISAL SYSTEMS, INC., FOR A PROFESSIONAL APPRAISER TO PROVIDE ASSISTANCE FOR THE ANNUAL RE-ASSESSMENT OF ALL REAL PROPERTY FOR TAX EQUIZATION SERVICES IN THE BOROUGH OF CLOSTER
- *23-156 RESOLUTION APPOINTING TWO PART TIME (AS NEEDED) SUB-CODE OFFICIALS IN THE CLOSTER BUILDING DEPARTMENT-ROBERT E. BYRNES, JR., AS A PART-TIME (AS NEEDED) FIRE SUB-CODE OFFICIAL AND JASON FRANCESE AS PART-TIME (AS NEEDED) AS AN ELECTRIC SUB-CODE OFFICIALS

Councilman Devlin pulled items 144 and 145 for discussion. The administrator explained each resolution. The Mayor and Council returned to the Consent Agenda.

Councilwoman Latner moved to adopt the Consent Agenda, second Councilwoman Chung.

Councilwoman Chung-yes Councilwoman Witko-yes
Councilman Devlin-yes Councilman Yammarino-yes
Councilwoman Latner-yes
Carried.

Councilwoman Witko introduced the County Resolution as Resolution 23-157.

Councilwoman Latner moved to approve the resolution, second Councilwoman Chung.

Councilwoman Chung-yes Councilwoman Witko-yes
Councilman Devlin-yes Councilman Yammarino-yes
Councilwoman Latner-yes
Carried.

There will be a physical resolution at the next meeting.

- 8. **VOTE ON ITEMS REMOVED FROM THE CONSENT AGENDA** none.
- 9. **ANY OTHER MATTER WHICH MAY PROPERLY COME BEFORE GOVERNING BODY**
- 10. **OPEN MEETING TO PUBLIC FOR ANY MATTER (5-minute limit)** No one wished to speak.
- 11. **CLOSED SESSION**
*23-157 RESOLUTION TO GO INTO CLOSED SESSION AND EXCLUDE THE PUBLIC
There was no need for Closed Session.
- 12. **ADJOURNMENT** Councilwoman Latner moved to adjourn, second Councilwoman Witko. All in favor. Meeting adjourned at 8:10 pm.

Respectfully submitted,

Stephanie Evans
Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23 - 142

RESOLUTION AUTHORIZING THE BOROUGH OF CLOSTER TO ENTER INTO THE HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION 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 Hunterdon County Educational Services Commission (HCESC Cooperative Pricing System), hereinafter referred to as the "Lead Agency " has offered voluntary participation in a Cooperative Pricing System for the purchase of goods and services; and

WHEREAS, the Hunterdon County Educational Cooperative Pricing System is an approved New Jersey State Co-Op, identifier number #34HUNCCP; and

WHEREAS, on May 24, 2023 the governing body of the Borough of Closter, County of Bergen, State of New Jersey duly considered participation in a Cooperative Pricing System for the provision and performance of goods and services;

NOW, THEREFORE BE IT RESOLVED as follows:

This RESOLUTION shall be known and may be cited as the Cooperative Pricing Resolution of the Borough of Closter, Bergen County, New Jersey

Pursuant to the provisions of *N.J.S.A. 40A:11-11(5)*, the Mayor of Closter is hereby authorized to enter into a Cooperative Pricing Agreement (Exhibit A attached) with the Lead Agency.


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.

NOW, THEREFORE BE IT FURTHER RESOLVED this resolution shall take effect immediately upon passage and the Borough Clerk shall provide a signed copy this resolution to the Borough Administrator.

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

Adopted: May 24, 2023

ATTEST:


 Stephanie Evans, 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 May 24, 2023

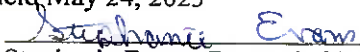

 Stephanie Evans, Borough Clerk

EXHIBIT A

Hunterdon County Educational Services Commission Cooperative Pricing Agreement



Hunterdon County Educational Services Commission

37 Hoffmans Crossing Road
Califon, New Jersey 07830

Phone: 908-439-4280 Fax: 908-975-3753

Marie Gorey/ Superintendent x4500
Corinne Steinmetz, SBA/Board Secretary x4501
Doreen Pirozzi, Purchasing Manager x1513

COOPERATIVE PRICING AGREEMENT

This agreement, made and entered into this ____ day of _____, 20__, by and between the Board of Directors of Hunterdon County Educational Services Commission, referred to as the "Lead Agency" and various governing boards, authorities, commissions and other governmental contracting units within the State of New Jersey.

WITNESSETH

WHEREAS, the Lead Agency is conducting a voluntary Cooperative Pricing System with boards of education, municipalities, and other types of public bodies located within the State of New Jersey, utilizing the Lead Agency's administrative purchasing services and facilities in order to effect substantial economies in the purchase of work, materials and supplies; and

WHEREAS, the Cooperative Pricing System is authorized by N.J.S.A. 40A: 11-11 and has been approved by the Division of Local Government Services in the Department of community Affairs pursuant to N.J.A.C. 5:34-7.1 et seq., and

WHEREAS, all the parties hereto shall approve this Agreement by Ordinance or Resolution, as appropriate, in accordance with the aforesaid statute; and

NOW, THEREFORE, it is mutually agreed as follows:

- 1) The work, materials or supplies to be priced cooperatively may include fuels, office supplies, paper products, instructional materials and equipment, vehicles, modulars and such other items and services as two or more participating contracting units in the system agree can be purchased on a cooperative basis.*
- 2) Upon approval of the Cooperative Pricing System and during each January thereafter, the Lead Agency shall publish a legal ad in such format as required by the State Division of Local Government Services in a newspaper normally used for such purpose by it, to include such information required by N.J.A.C. 5:34-7.9. as may be amended from time to time, including:*

- a. *The name of the participating contracting unit, and*
 - b. *The name of the Lead Agency soliciting competitive bids or informal quotations, and*
 - c. *The address and telephone number of Lead Agency, and*
 - d. *The State Identification Code for the Cooperative Pricing System, and*
 - e. *The expiration date of the Cooperative Pricing Agreement.*
- 3) *Each of the participating contracting units shall indicate, in writing to the Lead Agency, the items to be purchased by the contracting unit, the approximate quantities desired, the location for delivery and other such requirements necessary for the Lead Agency to prepare specifications as provided by law. Although the Lead Agency endeavors to serve the needs of all registered members of the Cooperative Pricing System, the Lead Agency may not be able to prepare specifications and/or solicit bids for all projects and makes no such guarantee.*
- 4) *The specifications shall be prepared and approved by the Lead Agency and filed as required by law, and no changes shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.*
- 5) *A single advertisement for bids/proposals or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be presented by the Lead Agency on behalf of all registered members desiring to purchase any item in the Cooperative Pricing System. All advertisements and solicitations shall be made in compliance with the Public School Contracts Law.*
- 6) *The Lead Agency shall receive bids or quotations on behalf of all participating contracting units. The Lead Agency shall review said bids and, on behalf of all registered members, either reject all bids, or award a contract in compliance with the Public School Contract Law and the specifications. This award shall result in the Lead Agency entering into a master contract with the successful bidder(s) providing for two categories of purchases:*
- a. *The quantities ordered for the Lead Agency's own needs, and*
 - b. *The estimated aggregate quantities to be ordered by other participating contracting units by separate contract, subject to the specifications and prices set forth in the Lead Agency's overall (master) contract.*

The Lead Agency shall enter into a formal written contract(s) directly with the successful bidder(s) when required by law and, only after the Lead Agency has certified the funds available only for its own needs.

Each registered member shall: (1) certify that it has the funds available necessary for its own order(s) from the Cooperative Pricing System; (2) enter into a formal written contract directly with the successful bidder(s) when required by law and the project specifications; (3) issue purchase orders in its own name directly to the successful bidder(s) against said contract; (4) accept its own deliveries; (5) be invoiced by and receive statements from the successful bidder(s) and (6) be responsible for any tax liability. No registered member shall be responsible for payment for any items ordered or for performance generally, by or to any other registered member. Each registered member shall accordingly be liable only for its own performance and for items ordered and received by it.

The provisions of this paragraph shall be quoted or referred to and sufficiently described in all advertisements for bids by the Lead Agency so that each bidder shall be on notice as to the respective responsibilities and liabilities of the registered members.

- 7) Nothing in this Agreement shall prevent any registered member from awarding contracts of purchase, individually and on its own behalf, with or without advertising, except that invitations for such individual bids shall not be advertised nor bids be received during the period in which the Lead Agency is advertising for and receiving bids for the same items or commodities other than, in the case of the registered member's emergency or hardship.*
- 8) The Lead Agency reserves the right to exclude any item or commodity from within 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 as to the Lead Agency or the registered members..*
- 9) The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement. It is understood that all fees for each participating contracting unit are paid to the Lead Agency by the successful bidder(s) with the exception of the fuel participation. This amount shall be paid forty-five (45) days from the receipt of billing from the Lead Agency.*
- 10) This agreement shall become effective upon approval of the Director of the Division of Local Government Services and shall continue in effect for a period of five (5) years pursuant to N.J.A.C. 5:34-7.5(f), or until a party to this Agreement shall give written notice of its intention to terminate its participation in the Cooperative Pricing System..*
- 11) All records or documents maintained or utilized pursuant to terms of 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 Lead Agency for purposes of identifying each contract and item awarded.*

- 12) *Additional local contracting units may from time to time, execute this Agreement by means of a Rider annexed hereto, which addition shall not invalidate this agreement with respect to other signatories. The Lead Agency is authorized to execute the Rider on behalf of the members of the System.*
- 13) *This Agreement shall be binding upon and inure to the benefit of the successors and assigns of the respective parties hereto.*

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.

GOVERNING BOARD / BOARD OF EDUCATION

DISTRICT/MUNICIPALITY: Borough of Closter

ATTEST: *Josephine Evans*
Secretary to the Board

BY: *John Blalock*
MAYOR:

DATE: _____

**LEAD AGENCY
HUNTERDON COUNTY EDUCATIONAL SERVICES COMMISSION**

ATTEST: _____
Secretary to the Board

BY: _____
Board President

DATE: _____



BOROUGH OF CLOSTER
RESOLUTION NO. 23-143

REFUND OF REAL ESTATE TAX OVERPAYMENT

WHEREAS, there exists tax overpayment(s) resulted by an over payments for the parcels listed below in the total amount of \$7,029.73 for 2nd Quarter 2023.

WHEREAS, the Tax Collector is desirous to clear the overpayments of record and requests a certified copy of this resolution;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter, County of Bergen, New Jersey, that the Finance Clerk is herewith authorized to issue a refund check to in the total amount of \$7,029.73 for the following tax accounts to **Core Logic**:

<u>BLOCK</u>	<u>LOT</u>	<u>OWNER</u>	<u>AMOUNT</u>
1706	11	Rocha & Mohamed	\$ 2,352.46
2010	4	Sella, Tom & Dorit	4,677.27

	<u>Motion</u>	<u>Second</u>	<u>Yes</u>	<u>No</u>	<u>Absent</u>	<u>Abstain</u>
Councilwoman Amitai					X	
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: May 24, 2023

Attest:

Stephanie Evans
 Stephanie Evans, Borough Clerk

Approved by:

John C. Glidden, Jr.
 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 on May 24, 2023.

Stephanie Evans
 Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-144

**RESOLUTION SUPPORTING THE BERGEN COUNTY FIRE MUTUAL AID PLAN IN THE
BOROUGH OF CLOSTER, COUNTY OF BERGEN, STATE OF NEW JERSEY**

WHEREAS, the Knickerbocker Hook & Ladder Co (DBA Closter Fire Department) provides fire protection resources for ordinary emergency response requirements within its jurisdiction; and

WHEREAS the Fire Departments in Bergen County have a day-to-day responsibility to provide for the safety and security of lives and property; and

WHEREAS, local resources can become exhausted during the small percentage of large magnitude fire or disaster occurrences; and

WHEREAS, mutual aid is the most cost-effective method of providing sufficient resources to a local jurisdiction for those extraordinary occurrences; and

WHEREAS, it is of mutual benefit for fire departments located within the County of emergency or disaster;

WHEREAS this plan will provide a uniform procedure for the coordination of the requesting, dispatching, and utilization of fire department personnel and equipment whenever a local fire department requires mutual aid assistance from any other jurisdiction, both contiguous and non-contiguous, in the event of a fire or Emergency; and

WHEREAS, a county area mutual aid plan is encouraged by, and is compatible with the State of New Jersey Resource Deployment Act; and

WHEREAS, participation in a county area mutual aid plan will not impose liability on the local entity; and

WHEREAS it is the desire of the governing body of the Borough of Closter to participate in fire mutual aid plan;


NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Closter does hereby agree to authorize their fire department to provide mutual aid assistance to each participating municipality, district, state or federal organization, as identified in the Bergen County Fire Mutual Aid Plan (ESF 4) and as may be amended from time to time by Participating Units and ratified by this body; and

BE IT FURTHER RESOLVED that a copy of this resolution be forwarded to the Bergen County Office of Emergency Management for filing.


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

Adopted: May 24, 2023


ATTEST:


Stephanie Evans, 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 May 24, 2023.


Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-145

RESOLUTION SUPPORTING BILL S3739/A5402 DELAYING THE IMPLEMENTATION OF THE FOURTH ROUND OF AFFORDABLE HOUSING OBLIGATIONS

WHEREAS, the Borough of Old Tappan endorses Bill S3739/A5402 preserving the currently established 3rd round obligations for an additional three years by legislating a pause in determining 4th round Affordable Housing obligations, including present and prospective need and related litigation, which is scheduled to commence in July of 2025; and,

WHEREAS, this would give all parties additional time to assess the efficacy and local impacts on the 3rd round agreements and give the legislature and the Governor time to reestablish their proper roles in balancing the needs of all stakeholders in this process; and,

WHEREAS, New Jersey’s municipalities working through the 3rd round obligations require more time than had been allotted given the cascading effects of Covid; and,

WHEREAS, municipalities are still sorting out the ripple effects of Covid lockdowns on their tax base and land use plans; and,

WHEREAS, many builders are demanding more residential units than the infrastructure of our fully developed communities can safely and responsibly absorb faulting the post Covid record inflation that drives construction, debt financing and service costs to levels that incentivize builders to overreach; and,

WHEREAS, municipalities should be allowed to work towards appropriately meeting the 3rd round commitments before adding yet another layer that public health safety & welfare, limited infrastructure, hyper-local environmental and infrastructure challenges and fiscal realities may show to be unrealistic.

NOW THEREFORE BEING RESOLVED, the Borough of Closter strongly endorses Bill S3739/A5402 and believes that extending our 3rd round obligation to 2028 will present a clearer picture of how each of the towns fared in meeting their goals and might also reveal the hyper-local environmental and infrastructure challenges each municipality is facing in achieving those goals; and,

AND BE IT FURTHER RESOLVED, that our municipality should be allowed to work towards appropriately meeting the 3rd round commitments, before adding yet another layer of unrealistic allocations - allocations that disregard the structural limitations costs and ancillary impacts on our already overburdened taxpayers; and,

AND BE IT FURTHER RESOLVED, that a copy of this resolution be forwarded to Governor Murphy; the members of the NJ Senate and Assembly; the League of Municipalities; and all NJ Municipalities.

COUNCILPERSON	MOTION	SECOND	AYE	NAY	ABSTAIN	ABSENT
Councilwoman Amitai						X
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: May 24, 2023

Attest:

Stephanie Evans
 Stephanie Evans, Borough Clerk

Approved by:

John C. Glidden, Jr.
 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 May 24, 2023

Stephanie Evans
 Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION # 23-146

RESOLUTION HIRING TEMPORARY DRIVER /LABORER DEPARTMENT OF PUBLIC WORKS FOR 2023

WHEREAS, there exists a need for a Temporary Driver/Laborer for 2023 within the Department of Public Works for both weather emergencies and seasonal help.

WHEREAS, Borough of Closter's DPW Superintendent, The Borough Administrator and DPW Committee of the Council has reviewed the qualifications and recommended the below listed for that position

Robert Dippolito Temporary and/or Part Time – Hourly Emergency \$50.00

Robert Dippolito Temporary and/or Part Time \$40.00

NOW THEREFORE BE IT RESOLVED, by the Mayor & Council that Robert Dippolito is here by appointed to the position of Temporary Driver/Laborer in the Department of Public Works –Streets & Roads Division Beginning January 1, 2023 through December 31, 2023 at the Temporary and/or Part Time – Hourly Emergency rate of \$50.00 per hour and Temporary and/or Part Time rate of \$40.00 per hour not to exceed 37.5 hours per week.


NOW THEREFORE 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
Councilwoman Amitai					X	
Councilwoman Chung	X		X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: May 24, 2023


ATTEST:

APPROVED BY:


 Stephanie Evans, 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 on May 24, 2023


 Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-147

RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE BANK STABILIZATION AND PIPE REPLACEMENT OF THE RUCKMAN POND LOCATED AT THE CLOSTER NATURE CENTER BOSWELL PROJECT NO. PR-22-11358

WHEREAS, the Borough of Closter, by resolution dated January 2, 2023 entered into an annual contract with Boswell Engineering for the provision of professional engineering services; and

WHEREAS, Boswell Engineering, in a proposal dated December 7, 2022 (attached as Exhibit A), has outlined the professional engineering services required for the Bank Stabilization and Pipe Replacement of the Ruckman Pond located at the Closter Nature Center; and

WHEREAS, it is deemed to be in the best interests of the Borough of Closter for the Mayor and Council to authorize the proposed engineering services as outlined in the December 7, 2022 Boswell Engineering proposal for an **amount not to exceed \$19,000.00** and

WHEREAS, 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)(i) of the Local Public Contracts Law, which are services performed by persons authorized by law to practice a recognized profession; and

WHEREAS, that the award of the contract continuation 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 N.J.S.A. 19:44A-20.1, et seq.,

NOW, THEREFORE, BE IT RESOLVED that the Borough Clerk shall provide a copy of this Resolution and Exhibit A to the Borough Administrator and to the Assistant CFO.

NOW, THEREFORE, BE IT FURTHER RESOLVED by the Mayor and Council that it does hereby approve the amendment of the contract with Boswell Engineering to provide additional engineering services not to exceed \$19,000.00 and for the New Jersey DEP permitting fees not to exceed **\$5,002.00**.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Frank Elenio, Certified Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A. 40A:9-140.1, et seq. and N.J.A.C. 5:30-5.4, the funds will be available to the Borough of Closter for calendar year 2023 in the Closter Open Space Trust Fund upon passage of the 2023 Open Space Trust Fund Ordinance 2023-1321.

Dated: May 24, 2023



Frank Elenio, CFO

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

Adopted: May 24, 2023

ATTEST:

Stephanie Evans
Stephanie Evans, Borough Clerk

APPROVED:

John C. Glidden, Jr.
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 May 24, 2023.

Stephanie Evans
Stephanie Evans, Borough Clerk

JW:LW

EXHIBIT A

Boswell Engineering Proposal Dated December 7, 2022 Bank Stabilization and Pipe Replacement at Ruckman Pond Located At The Closter Nature Center

ENGINEERING SERVICES

FOR THE:

BANK STABILIZATION AND PIPE REPLACEMENT

AT THE

CLOSTER NATURE CENTER POND

Borough of Closter
Bergen County, New Jersey

FILE NO: PR-22-11358

DECEMBER 7, 2022

PREPARED FOR:

BOROUGH OF CLOSTER
295 OLD CLOSTER DOCK ROAD,
CLOSTER, NJ 07624
ATTN: JAMES B WINTERS
BOROUGH ADMINISTRATOR
EMERGENCY MANAGEMENT COORDINATOR

CONTACT:

FRANK J. ROSSI, LSRP



BOSWELL ENGINEERING

ENGINEERS - SURVEYORS - PLANNERS - SCIENTISTS
330 PHILLIPS AVENUE, SOUTH HAVEN, N.J. 07806
TEL: (201) 641-0770 • FAX: (201) 641-1831

Scope of Services

Boswell Engineering (Boswell) is pleased to provide this proposal for the necessary engineering and environmental permitting services associated with the bank stabilization and pipe replacement at the Closter Nature Center.

INTRODUCTION

Pursuant to a site inspection it was discovered that wildlife activity compromised a section of the bank which impounds Ruckman Pond at the Closter Nature Center. This breach causes a bypass to the Anderson Pond, which results in a fluctuation in the water elevation and reduces the pond capacity. In order to resolve the situation, approximately 75 linear feet of the bank must be reconstructed by grading and compacting this area. During the engineering evaluation, the need for hard armoring will be evaluated. It is our understanding, in addition to the above, the Borough intends to replace an existing outfall pipe, which outlets into Ruckman Pond.

The Anderson Brook is classified as a Category 1 Freshwater Waterway – Non Trout (FW2-NTC1). Since the Brook has a drainage area greater than 50 acres, it is a regulated waterbody and under the jurisdiction of the New Jersey Department of Environmental Protection (NJDEP) Division of Land Resource Protection.

SCOPE OF WORK

In order to complete the project, Boswell proposes the following scope of work:

Task 1 – 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. 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.

Boswell’s survey field crew will perform a topographic survey the area within 25 feet of the breach and outlet pipe. The survey will include elevations of all existing features such as, but not limited to, walls, top and bottom of slopes, fences, storm and sanitary structures (with invert elevations), visible utilities and poles, edge of water, trees with calipers of 6 inches and greater. To minimize costs, the topographic information obtained by Boswell will then be merged with LiDAR topography.

Our estimated fee for the work outlined under Task 1 is \$ 4,000.00.

Task 2 – NJDEP Land Resource Permitting

This project will require a Freshwater Wetlands (FWW) General Permit 20, a Flood Hazard Area (FHA) Individual Permit for the proposed project disturbances associated with the bank stabilization in accordance with N.J.A.C. 7:7A and 7:13, respectively as well as an FHA General Permit-by-Certification 11 for the pipe replacement under N.J.A.C. 7:13. 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 Resource Protection to obtain the required State approvals. The permit submission will include the following:

1. Property owner certification;
2. Public notice form
3. Freshwater Wetlands/Flood Hazard Area Administrative Checklist;
4. Site photographs of the project area;
5. Copy of the location maps and figures;
6. Threatened and endangered species inventories;
7. Notices to adjacent property owners, certified mail, return receipt requested (**to be paid by the Borough**);
8. Compliance Statement (in accordance with N.J.A.C. 7:7A and 7:13);
9. Engineers Report; and,
10. Application fees (**Approximately \$5,000 to be paid by the Borough**).

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 forwarded to the Borough for approval prior to submission to the NJDEP Division of Land Resource Protection. As of October 5, 2021 the NJDEP no longer accepts land use authorizations via paper submissions. As a result, Boswell will electronically submit the entire application via the State's online portal. Once uploaded, the Client will receive an invoice from the NJDEP requiring payment. **The NJDEP will not review the application until payment is received from the Borough.**

It is anticipated that once the NJDEP deems the application complete, the permits are attainable within a 90 to 120-day time frame. During this period, our team will coordinate with Division of Land Resource Protection's engineering and environmental staff to ensure expeditious review process.

Our estimated fee for the work outlined under Task 2 is **\$14,500.00**.

Task 3 –New Jersey Fish and Wildlife Water Lowering Permit

To perform the work within Ruckman Pond, the water level will need to be lowered. A Water Lowering Permit, issued by the Department’s Division of Fish and Wildlife must be obtained to partially or completely lower a body of water. The purpose of this permit is to protect the state’s important aquatic resources that reside within, and downstream of the project area. Under this task, Boswell will:

1. Prepare all necessary documentation to complete the appropriate application;
2. Coordinate with other NJDEP divisions;
3. Incorporate New Jersey Fish and Wildlife comments into engineering plans; and,
4. Complete a New Jersey Fish and Wildlife Restocking Permit, if required.

Our estimated fee for the work outlined under Task 3 is **\$500.00**.

FEES AND COSTS

Boswell shall provide the consulting services set forth in the Scope of Work. The fee is determined on a time-and-materials basis, unless specified otherwise. This work will be billed in accordance with the Boswell standard fee schedule in effect at the time the work is performed.

TASK	SCOPE OF WORK	BOSWELL	NJDEP FEE
1	Field Survey	\$ 4,000.00	
2	NJDEP Land Resource Permitting	\$ 14,500.00	\$ 5,000.00
3	New Jersey Fish and Wildlife Water Lowering Permit	\$ 500.00	\$ 2.00
TOTAL:		\$ 19,000.00	\$ 5,002.00

EXCLUSIONS

Services and costs not included in this proposal are summarized as follows:

1. Increases in scope of work;
2. Any work not specifically mentioned;
3. Certified mailing postage;
4. Permit Fees;
5. Topographic survey;
6. Wetland LOI;
7. Structural Design;
8. Hydraulic Calculations;
9. Specifications and Bid Documents; and,
10. Construction Inspection.



Project No. PR-22-11358
Bank Stabilization and Pipe Replacement
Closter Nature Center Pond
Borough of Closter, New Jersey

AUTHORIZATION

If this proposal meets with your approval, kindly provide us with the necessary authorization to proceed and we will commence the project. We will perform this work on a time-and-material basis in accordance with our standard hourly rate schedule in effect at the time the work is performed.

We wish to thank you for the opportunity of presenting this proposal and look forward to working with you on the project. Should you have any questions or require anything further, please do not hesitate to contact Frank J. Rossi, LSRP, or me.

Very truly yours,

BOSWELL ENGINEERING

Stephen T. Boswell, Ph.D., P.E., P.P., LSRP

STB/FJR/cr
221205CRP1.DOCX

BOROUGH OF CLOSTER
RESOLUTION #23-148

RESOLUTION LEAD GRANT ASSISTANCE PROGRAM

WHEREAS, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, "An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;" and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards in certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(2) a municipality that does not maintain such a permanent local agency must hire a lead evaluation contractor, certified to provide lead paint inspection services by DCA, or enter a shared services agreement as permitted by law, for the purpose of conducting the inspections for lead-based paint hazards; and

WHEREAS, Pursuant to Section 9 of P.L. 2021, c. 182, the State of New Jersey has allocated the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16). Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of \$3,900,000 for P.L. 2021, c. 182, for a total of \$7,800,000 in appropriations to effectuate the purpose of the Act.

WHEREAS, DCA has allocated \$7,000,000 of this appropriation to the development of the Lead Grant Assistance Program ("LGAP") for the issuance of grant funds to municipalities for the purpose of assisting in municipal compliance with P.L. 2021, c. 182.

WHEREAS, the Division of Local Government Services (DLGS), within DCA, administers the LGAP; and

WHEREAS, the LGAP exists to provide funding to help off-set the costs to municipalities to provide the required inspections at stipulated times of certain single-family, two-family, and multiple rental dwelling units for lead-based paint hazards, pursuant to P.L. 2021, c. 182; and

WHEREAS, an authorized municipal officer must execute the attached grant agreement in order to receive LGAP funding.


NOW, THEREFORE, BE IT RESOLVED, the Governing Body of the Borough of Closter does hereby authorize James B. Winters, Administrator & Treasurer, to sign the attached grant agreement, and thus bind the Borough of Closter to the grant agreement's terms in order to receive the \$6,500.00 grant from the DLGS;


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

Adopted: May 24, 2023

ATTEST:

APPROVED:


Stephanie Evans, 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 May 24, 2023



Stephanie Evans, Borough Clerk

EXHIBIT A
LEAD Grant Agreement for LGAP Funding



State of New Jersey
 DEPARTMENT OF COMMUNITY AFFAIRS
 101 SOUTH BROAD STREET
 PO Box 800
 TRENTON, NJ 08625-0800
 (609) 292-6420

PHILIP D. MURPHY
Governor

LT. GOVERNOR SHEILA Y. OLIVER
Commissioner

GRANT AGREEMENT

P.L. 2021, CHAPTER 182 LEAD GRANT ASSISTANCE PROGRAM

STATE OF NEW JERSEY

DEPARTMENT OF COMMUNITY AFFAIRS

This grant agreement is entered into between the New Jersey Department of Community Affairs (hereafter referred to as "DCA") and Borough of Closter (hereafter referred to as "Grantee").

DCA and Borough of Closter

may be referred to individually as "Party" and jointly as "Parties."

Grant Number _____

GENERAL

- I. Grant Agreement Data
- II. Compliance with Existing Laws
- III. Bonding and Insurance
- IV. Indemnification
- V. Assignability
- VI. Availability of Funds

PRE-AWARD REQUIREMENTS

- VII. Special Grant Conditions for "High Risk" Grantees

POST-AWARD REQUIREMENTS

- VIII. Financial Management System
- IX. Method of Payment
- X. Allowable Costs
- XI. Period of Availability of Funds
- XII. Matching and Cost Sharing



- XIII. Program Income
- XIV. Audit Requirements
- XV. Budget Revision and Modification
- XVI. Property Management Standards
- XVII. Procurement Standards
- XVIII. Monitoring of Program Performance
- XIX. Financial and Performance Reporting
- XX. Access to Records
- XXI. Record Retention
- XXII. Enforcement
- XXIII. Termination and Suspension

AFTER-THE-GRANT REQUIREMENTS

- XXIV. Grant Closeout Procedures

WHEREAS, effective July 22, 2022, the Legislature enacted P.L. 2021, c. 182, “An Act concerning certain lead-based paint hazard, and residential rental property, and establishing lead-based paint hazard programs, supplementing P.L. 2003, c. 311 (C. 52:27D-437.1 et al.) amending various parts of the statutory law, and making an appropriation;” and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(1), a municipality that maintains a permanent local agency for the purpose of conducting inspections and enforcing laws, ordinances, and regulations concerning buildings and structures, is required to inspect for lead-based paint hazards certain specified single-family, two-family, and multiple rental dwellings, at the time periods set forth in the statute; and

WHEREAS, pursuant to N.J.S.A. 52:27D-437.16(b)(2) a municipality that does not maintain such a permanent local agency must hire a lead evaluation contractor, certified to provide lead paint inspection services by DCA, or enter a shared services agreement as permitted by law, for the purpose of conducting the inspections for lead-based paint hazards; and

WHEREAS, the inspection may consist of a visual inspection, or in the alternative through dust wipe sampling, depending upon the blood lead level of children six years of age or younger within the municipality; and

WHEREAS, the State of New Jersey, pursuant to Section 9 of P.L. 2021, c. 182, has, “appropriated from the General Fund to [DCA] the sum of \$3,900,000 to effectuate the purposes of P.L. 2021, c. 182 (C. 52:27D-437.16).” Further, pursuant to the FY 2023 Appropriations Act (P.L. 2022, Chapter 49), DCA received a grant-in-aid amount of \$3,900,000 for P.L. 2021, c. 182, for a total of \$7,800,000 in funding to effectuate the purpose of the Act; and

WHEREAS, DCA has allocated \$7,000,000 of this appropriation to the development the Lead Grant Assistance Program ("LGAP") for the issuance of grant funds to municipalities for the purpose of assisting in municipal compliance with P.L. 2021, c. 182.

WHEREAS, DCA has determined that Grantee is eligible to receive [\$] from the LGAP.

NOW, THEREFORE, pursuant to the terms of this grant agreement, DCA hereby grants [\$\$\$\$] to the Grantee to be used for the purposes described herein.

GENERAL

I. Grant Agreement Data

Grantee Information

1. **Grantee's Name:**
Borough of Closter

2. **Grantee Address:**
295 Closter Dock Road
Closter, NJ 07640

3. **Financial Officer's Name and Title:**
Frank Elenio, CFO

Grant Agency Information

1. **Granting Agency Name:**
New Jersey Department of Community Affairs
Division of Local Government Services
2. **Granting Agency Address**
101 South Broad Street
Trenton NJ 08625 -803

3. Grant Officer Name, Email Address and Phone Number

Tiziana Johnson, tiziana.johnson@dca.nj.gov, (609) 913- 4407

Grant Amount

Total amount of grant: \$6,5000.00

State Account Number: 23-100-022-8020-304

I. Compliance with Existing Laws

- A. The Grantee, in order to permit DCA to award this grant, agrees to comply with all Federal, State and municipal laws, rules, and regulations generally applicable to the activities in which the Grantee is engaged in the performance of this grant.
- B. These laws and regulations include, but are not limited to the following:
 - 1. Federal Office of Management and Budget (OMB) documents:
<http://www.whitehouse.gov/omb/circulars/>
 - 2. New Jersey Department of the Treasury, Office of Management and Budget documents:
 - i. Circular Letter 15-18-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid:
<http://www.state.nj.us/infobank/circular/cir0404b.htm>
 - ii. State Grant Compliance Supplement:
<http://www.state.nj.us/treasury/omb/publications/grant/index.shtml>
 - 3. State Affirmative Action Legal Citations: The Grantee agrees to require its contractors to comply with the requirements of N.J.A.C. 17:27, applicable provisions of N.J.S.A 10:5, et. al., and P.L. 1975, c.127 and all implementing regulations.
- C. Failure to comply with the laws, rules and regulations shall be grounds for termination of this grant.

II. Bonding and Insurance

The Grantee must maintain in force for the term of this grant agreement all levels of minimum liability coverage required by law. The Grantee must provide proof of such coverage to DCA upon request.

III. Indemnification

The Grantee shall be solely responsible for and shall keep, save, and hold the State of New Jersey harmless from all claims, loss, liability, expense, or damage resulting from all mental or physical injuries or disabilities, including death, to its employees or recipients of the Grantee's services or to any other persons, or from any damage to any property sustained in connection with the delivery of the Grantee's services that results from any acts or omissions, including negligence or malpractice, of any of its officers, directors, employees, agents, servants or independent contractors, or from the Grantee's failure to provide for the safety and protection of its employees, whether or not due to negligence, fault, or default of the Grantee. The Grantee's responsibility shall also include all legal fees and costs that may arise from these actions. The Grantee's liability under this agreement shall continue after the termination of this agreement with respect to any liability, loss, expense or damage resulting from acts occurring prior to termination.

IV. Assignability

The Grantee shall not subcontract the administration of this grant, nor shall any interest be assigned or transferred except as may be provided for in this grant agreement or with the express written approval of DCA. This does not prohibit a Grantee from using grant funds to pay for a lead evaluation contractor or enter into a shared services agreement, if permitted to do so under P.L. 2021, c. 182.

V. Availability of Funds

The Grantee shall recognize and agree that the funding under this grant agreement is expressly dependent upon the availability to DCA of funds appropriated by the State Legislature from State and/or Federal revenue or such other funding sources as may be applicable. A failure of DCA to make any payment under this grant agreement or to observe and perform any condition on its part to be performed under this grant agreement as a result of the failure of the Legislature to appropriate shall not in any manner constitute a breach of this grant agreement by DCA or an event of default under this grant agreement and DCA shall not be held liable for any breach of this grant agreement because of the absence of available funding appropriations. In addition, future funding shall not be anticipated from DCA beyond the duration of the award period set forth in this grant agreement and in no event shall the this grant agreement be construed as a commitment by DCA to expend funds beyond the termination date set in this grant agreement.

VI. Special Grant Conditions For "High Risk" Grantees

- A. If applicable, a Grantee may be considered "high risk" if DCA determines that a Grantee:
1. Has a history of unsatisfactory performance.
 2. Is not financially stable.
 3. Has a financial management system which does not meet the standards set forth in Section VIII.
 4. Has not conformed to terms and conditions of previous awards.

5. Is otherwise not responsible; and the DCA determines that an award will be made; special conditions and/or restrictions shall correspond to the high risk condition and shall be included in the award.
- B. Special conditions or restrictions may include:
1. Payment on a reimbursement basis.
 2. Withholding authority to proceed to the next phase until receipt or evidence of acceptable performance within a given funding period.
 3. Requiring additional, more detailed financial reports.
 4. Additional project monitoring.
 5. Requiring the Grantee to obtain technical or management assistance.
 6. Establishing additional prior approvals.
- C. If DCA decides to impose such conditions, DCA will notify the Grantee as soon as possible, in writing, of:
1. The nature of the special conditions/restrictions.
 2. The reason(s) for imposing the special conditions.
 3. The corrective actions that must be taken before the special conditions will be removed by DCA and the time allowed for completing the corrective actions.
 4. The method of requesting reconsideration of the conditions/restrictions imposed.

VII. Financial Management System

- A. The Grantee shall be responsible for maintaining an adequate financial management system, as required under N.J.A.C. 5:30, and will immediately notify DCA when the Grantee cannot comply with the requirements established in this Section of the grant agreement.
- B. If applicable, the Grantee's financial management system shall provide for:
1. **Financial Reporting:** Accurate, current, and complete disclosure of the financial results of each grant in conformity with generally accepted principles of accounting, and reporting in a format that is in accordance with the financial reporting requirements of the grant.
 2. **Accounting Records:** Records that adequately identify the source and application of funds for DCA supported activities. These records must contain information pertaining to grant awards and authorizations, obligations, unobligated balances, assets, liabilities, outlays or expenditures and income.
 3. **Internal Control:** Effective internal and accounting controls over all funds, property and other assets. The Grantee shall adequately safeguard all such assets and assure that they are used solely for authorized purposes.
 4. **Budget Control:** Comparison of actual expenditures or outlays with budgeted amounts for each grant. Also, the relationship of the financial information with performance or productivity data, including the development of unit cost information required by DCA.

5. **Allowable Cost:** Procedures for determining reasonableness, allowability, and allocability of costs generally consistent with the provisions of Federal and State requirements.
 6. **Source Documentation:** Accounting records that are supported by source documentation.
 7. **Cash Management:** Procedures to minimize the time elapsing between the advance of funds from DCA and the disbursement by the Grantee, whenever funds are advanced by the DCA.
- C. DCA may review the adequacy of the financial management system of any applicant for financial assistance as part of a pre-award review or at any time subsequent to the award. If DCA determines that the Grantee's accounting system does not meet the standards described in paragraph B above, additional information to monitor the grant may be required by DCA upon written notice to the Grantee, until such time as the system meets with DCA approval.

VIII. Method of Payment

A one-time payment of \$ 6,500.00, will be made to the Grantee upon execution of this grant agreement.

IX. Allowable Costs

A. Limitation on Use of Funds

Grant funds must be used only for the implementation of P.L. 2021, c. 182. Such costs may include the following:

1. Hiring and training of municipal personnel who will perform inspections for lead-based paint hazards in rental units subject to Chapter 182 (including Lead Inspector/Risk Assessor training costs).
 - a. If permitted under P.L. 2021, c. 182, payment of an appropriate lead evaluation contractor or payment to another municipality in an appropriate shared service agreement.
2. Personnel costs attributable to lead-based paint hazard inspections by existing employees.
3. Materials and supplies required for carrying out such inspections, such as for dust wipe sampling.
4. Communications materials and mailings to known and potential property owners subject to inspection, including those intended to identify owners of single and two-family rental units.

Non-permissible uses of the funding include but are not limited to:

1. Human Resource services for the hiring of lead inspectors.
2. Municipal building operating costs.
3. Municipal finance department staff costs for required reporting activities.
4. Any related professional services such as the hiring of a marketing contractor, consultant or legal services associated with compliance under the Act.

B. Applicable Cost Principles

If applicable, for each type of organization, there is a set of Federal principals for determining allowable costs. Allowable costs will be determined in accordance with applicable Federal cost principles specific to the organization incurring the costs (e.g. Federal OMB Circulars A-87, A-122, A-21, etc.) and State requirements.

X. Period of Availability of Funds

The grantee must expend the funds and provide reporting pursuant to Section XVIII of this grant agreement no later than January 15, 2024.

XI. Matching and Cost Sharing

If applicable, the Grantee shall be required to account to the satisfaction of the DCA for matching and cost sharing requirements of the grant in accordance with Federal and State requirements.

XII. Program

A. If applicable, program income shall be defined as gross income earned by the Grantee from grant-supported activities. Such earnings include, but will not be limited to, income from service fees, sale of commodities, usage or rental fees, and royalties on patents and copyrights.

1. All program income earned during grant period shall be retained by the Grantee.

XIII. Audit Requirements

This grant, if it meets or exceeds the threshold of \$750,000.00 in Department of the Treasury Circular Letter 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid is covered by the audit requirements of the Department of the Treasury Circular Letter 15-08-OMB, Single Audit Policy for Recipients of Federal Grants, State Grants and State Aid.

XIV. Revision and Modification

A. Deviations from the allowable costs provided in Section IX shall not be permitted at anytime, nor shall this grant agreement be modified or amended without the express authorization of DCA.

XV. Property Management Standards

Property acquired in whole or in part with Federal or DCA funds or whose cost was charged to a project supported by Federal or DCA funds shall be utilized and disposed of in a manner generally consistent with State and Federal requirements.

XVI. Procurement Standards

Procurement of supplies, equipment, and other services with funds provided by this grant shall be accomplished in a manner generally consistent with Federal and State requirements. Adherence to the standards contained in the applicable Federal and State laws and regulations does not relieve the Grantee of the contractual responsibilities arising under its procurements. The Grantee is the responsible authority, without recourse to DCA, regarding the settlement and satisfaction of all contractual and administrative issues arising out of procurement entered in support of a grant.

XVII. Monitoring of Program Performance

- A. If applicable, the Grantee must assure compliance with applicable Federal requirements and that performance goals are being achieved. Grantee monitoring must cover each program, function or activity to monitor performance under grant supported activities to assure time schedules and objectives are being met, projected work units by time periods are being accomplished, and other performance goals are being achieved as applicable.
- B. The Grantee shall inform DCA of the following types of conditions which affect program objectives and performance as soon as they become known:
 - 1. Problems, delays, or adverse conditions which will materially impair the ability to attain program objectives, prevent meeting time schedules and goals, or preclude the attainment of project work units by established time periods. This disclosure shall be accompanied by a statement of the action taken, or contemplated, and any DCA assistance required to resolve the situation.
- C. DCA may, at its discretion, make site visits to:
 - 1. Review program accomplishments and management control systems.
 - 2. Provide such technical assistance as may be required.
 - 3. Perform fiscal reviews to ensure grant funds are being properly expended in a timely manner.

XVIII. Financial and Performance Reporting

- A. The grant budget as used in this Section means the financial plan to carry out the purpose of the grant which is to assist municipalities by helping offset the costs of compliance with the obligations imposed on them by P.L. 2021, c. 182.
- B. The Grantee is required to submit a final expenditure report at the conclusion of the grant period. The expenditure report file is to include expense supporting documentation that includes: copies of employee cumulative payment registers, copies of PO's, vendor invoices and cancelled checks front & back for period of 1/1/2023 through 12/31/2023 by 1/15/2024.
- C. The grantee is required to submit a final progress report detailing the number of household inspections and results undertaken under this grant for the period of 1/1/2023 through 12/31/2023 by 1/15/2024.
- D. Extensions to reporting due dates may be granted upon written request to the Department of Community Affairs (DCA), Division of Local Government Services (DLGS).

- E. If reports are not submitted as required, the Department may, at its discretion, rescind the grant resulting in the grantee's requirement to reimburse the Department for grant funds awarded. The State of New Jersey may, at its discretion, take such action to withhold payments to the Grantees on any grant with other State agencies until the required reports have been submitted.

XIX. Access to Records

- A. The Grantee in accepting this grant agrees to make available to DCA pertinent accounting records, books, documents and papers as may be necessary to monitor and audit Grantee's operations.
- B. All visitations, inspections and audits, including visits and requests for documentation in discharge of DCA's responsibilities, shall as a general rule provide for prior notice when reasonable and practical to do so. However, DCA retains the right to make unannounced visitations, inspections, and audits as deemed necessary.
- C. DCA reserves the right to have access to records of any Subgrantees and requires the Grantee to provide for DCA access to such records in any grant with the Subgrantee.
- D. DCA reserves the right to have access to all work papers produced in connection with audits made by the Grantee or independent certified public accountants, registered municipal accountants or licensed public accountants hired by the Grantee to perform such audits.

XX. Record Retention

- A. Except as otherwise provided, financial and programmatic records, supporting documents, statistical records and all other records pertinent to the grant shall be retained for a period of seven years, unless unless directed to extend the retention by DCA.
 - 1. If any litigation, claim, negotiation, action or audit involving the records is started before the expiration of the seven year period, the records must be retained until completion of the action and resolution of all issues which arise from it, or until the end of the regular seven year period, whichever is later unless otherwise directed by DCA.
 - 2. Records for nonexpendable property acquired with DCA funds shall be retained for seven years after its final disposition, unless otherwise provided or directed by DCA.
- B. For Federal and State purposes (unless otherwise provided):
 - 1. General - The retention period starts from the date of submission of the final expenditure report, or for grants that are renewed annually, from the date of submission of the annual financial report.
 - 2. Real Property and Equipment - The retention period for real property and equipment records starts from the date of the disposition, replacement or transfer at the direction of DCA.
- C. DCA may request transfer of certain records to its custody from the Grantee when it determines that the records possess long-term retention value and will make

arrangements with the Grantee to retain any records that are continuously needed for joint use.

XXI. Enforcement

A. Remedies for Noncompliance

If the Grantee materially fails to comply with the terms of this grant agreement, DCA may take one or more of the following actions, as appropriate in the circumstances:

1. Disallow all or part of the cost of the activity or action not in compliance.
2. Request the balance of grant funds to be returned and/or seek reimbursement for funds expended that were not in compliance with the terms and conditions of the grant agreement.
3. Take other remedies that may be legally available.

B. Hearings, Appeals

In taking an enforcement action against the Grantee, DCA may provide the Grantee an opportunity for such hearing, appeal or other administrative proceeding to which the Grantee is entitled under any statute or regulation applicable to the action involved.

XXII. Termination and Suspension

A. The following definitions shall apply for the purposes of this Section:

1. Termination: The termination of a grant means the cancellation of assistance, in whole or in part, under a grant at any time prior to the date of completion.
2. Suspension: The suspension of a grant is an action by the Department which temporarily suspends assistance under the grant pending corrective action by the Grantee or pending a decision to terminate the grant by the Department.
3. Disallowed Costs: Disallowed costs are those charges to the grant which DCA or its representatives shall determine to be beyond the scope of the purpose of the grant, excessive, or otherwise unallowable.

B. DCA may terminate the grant in whole or in part whenever it is determined that the Grantee has failed to comply with the conditions of this grant agreement. DCA shall promptly notify the Grantee in writing of the determination and the reasons for the termination together with the effective date. Payments made to the Grantee or recoveries by DCA under the grant terminated for cause shall be in accord with the legal right and liability of the parties.

C. The Grant Closeout procedures in Section XXIV of the grant shall apply in all cases of termination of the grant.

XXIII. Grant Closeout Procedures

A. The following definitions shall apply for the purpose of this Section:

1. Grant Closeout: The closeout of a grant is the process by which the DCA determines that all applicable administrative actions and all required work of the grant have been completed by the Grantee.

2. Date of Completion: The date when all grant funding has been expended, and the Grantee has provided the required reporting pursuant to Section XVIII of this grant agreement, to the satisfaction and approval of DCA.
- B. The Grantee shall submit reports as prescribed by the timeframes set forth in Sections X and XVIII of this grant agreement upon completion of the grant period or termination of the grant.
 - C. The Grantee will, together with the submission of the report, refund to DCA any unexpended funds or unobligated (unencumbered) cash advanced, except such sums that have been otherwise authorized in writing by DCA to be retained.
 - D. If applicable, in the event a final audit has not been performed prior to the closeout of the grant, DCA retains the right to recover any appropriate amount after fully considering the recommendations on disallowed costs resulting from the final audit.

[the remainder of this page has been left intentionally blank]

DCA AND GRANTEE APPROVAL SIGNATURES

EXECUTION SIGNATURES

By the signatures below, the Grantee and DCA (the "parties") execute this agreement and confirm that they are mutually bound by all provisions contained herein and are fully authorized and empowered to enter into and bind their organization to all obligations under this agreement.

For the Grantee:

By:  (signature) (authorized delegate)

James B Winters (print name)

Administrator (print title)

Date: 5/16/2023

For DCA:

By: _____ (signature)

(Commissioner or authorized delegate)

Jacquelyn A. Suárez (print name)

Director (print title)

Date: _____

BOROUGH OF CLOSTER
RESOLUTION #23-149

RESOLUTION AUTHORIZING AN AMENDMENT TO THE CONTRACT WITH BOSWELL ENGINEERING TO PROVIDE ENGINEERING SERVICES FOR THE MS4 ASSET INVENTORY MAPPING BOSWELL PROJECT NO. PR-23-11849

WHEREAS, the Borough of Closter, by resolution dated January 2, 2023 entered into an annual contract with Boswell Engineering for the provision of professional engineering services; and

WHEREAS, Boswell Engineering, in a proposal dated April 24, 2023 (attached as Exhibit A), has outlined the professional engineering services required for **MS4 Asset Inventory Mapping** services for the Borough of Closter's existing stormwater assets; and

WHEREAS, it is deemed to be in the best interests of the Borough of Closter for the Mayor and Council to authorize the proposed engineering services as outlined in the April 24, 2023 Boswell Engineering proposal for an **amount not to exceed \$24,500.00** and

WHEREAS, 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)(i) of the Local Public Contracts Law, which are services performed by persons authorized by law to practice a recognized profession; and

WHEREAS, that the award of the contract continuation 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 N.J.S.A. 19:44A-20.1, et seq.,

WHEREAS, the Bureau of NJPDES Storm water Permitting and Water Quality Management notified the Borough of Closter of its approval to receive a \$25,000.00 grant award to the Tier A municipalities; and

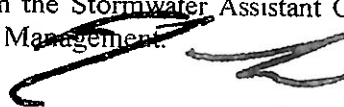
NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council that it does hereby approve the amendment of the contract with Boswell Engineering to provide additional engineering services for MS4 Asset Inventory Mapping **not to exceed \$24,500.00**; and.

NOW, THEREFORE, BE IT RESOLVED that the Borough Clerk shall provide a copy of this Resolution and Exhibit A to the Borough Administrator and to the Assistant CFO.

CERTIFICATE OF AVAILABILITY OF FUNDS

I, Frank Elenio, Certified Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A. 40A:9-140.1, et seq. and N.J.A.C. 5:30-5.4, the funds will be available to the Borough of Closter for calendar year 2023 upon receipt of the funds from the Stormwater Assistant Grant provided by the Bureau of NJPDES Stormwater Permitting and Water Quality Management.

Dated: May 24, 2023



Frank Elenio, CFO

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

Adopted: May 24, 2023

ATTEST:

Stephanie Evans
Stephanie Evans, Borough Clerk

APPROVED:

John C. Glidden, Jr.
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 May 24, 2023

Stephanie Evans
Stephanie Evans, Borough Clerk

JW:LW

EXHIBIT A**(a) Boswell Engineering Proposal Dated April 24, 2023****MS4 Asset Inventory Mapping****Boswell File PR-23-11849****(b) Bureau of NJPDES Stormwater Permitting and Water Quality Management****Grant Award Letter Dated April 25, 2023****BOSWELL ENGINEERING****ENGINEERS ■ SURVEYORS ■ PLANNERS ■ SCIENTISTS**

330 Phillips Avenue • P.O. Box 3152 • South Hackensack, N.J. 07606-1722 • (201) 641-0770 • Fax (201) 641-1831

April 24, 2023

The Honorable Mayor and Council
Borough of Closter
295 Old Closter Dock Road
Closter, New Jersey 07624

Attention James Winters, Borough Administrator

Re: MS4 Asset Inventory Mapping
Borough of Closter
Bergen County, New Jersey
Our File No. PR-23-11849

Dear Mayor Glidden and Members of the Council:

Boswell Engineering (Boswell) is pleased to provide this proposal for the Global Positioning System (GPS) location and Geographic Information Systems (GIS) mapping services for the Borough of Closter's (Borough) existing stormwater assets.

As you may be aware, the Borough is classified as a Tier A Municipality under the New Jersey Department of Environmental Protection's (NJDEP) Stormwater Pollution Prevention Plan (SP3) and New Jersey Pollution Discharge Elimination System (NJPDES) permit. In 2019, the State required the Borough to GPS locate and map their stormwater discharge locations within Borough limits.

Currently, the State strongly recommends that Tier A municipalities expand upon this database by GPS locating and mapping their entire stormwater system. In order to persuade these municipalities to collect this data, the NJDEP has established a grant program and are awarding up to \$25,000 per municipality. At this time, this work is not required by the State, however it has been rumored that it eventually be mandatory.

For the Borough to be proactive, take advantage of the grant program, and ensure future compliance with this eventual requirement, Boswell recommends the following scope of work.

SCOPE OF WORK

Boswell proposes the following scope of work under this proposal:

Task 1A: Asset Inventory Survey

Boswell will meet with the Borough's Department of Public Works (DPW) and other key personnel to acquire all existing system related mapping, as-built drawings, field books and relevant documentation prior to initiating the GPS survey. During this process, our team will conduct interviews to gain valuable information regarding the history of the stormwater system and determine the most efficient method of organizing the Borough's geodatabase. We expect that we can accomplish this work in approximately 2-3 weeks.

Task 1B: GPS Field Survey

Boswell will perform a GPS field survey of the Borough's Stormwater System utilizing a Trimble R2 integrated GNSS GPS Unit. The asset inventory requires our survey personnel to physically locate each asset in the field. Under this task Boswell will:

- Utilize a GPS/GLONASS receiver and a dual frequency GNSS antenna, to locate and store data associated with each utility asset;
- Closely monitor the coordinate quality ("CQ") of the satellite data in the field to ensure measurement accuracy;
- Incorporate asset locations into our GPS/GNSS software; and,
- Coordinate with the Borough to create an asset identification system that will be easy to use and update in the future, as necessary.
- In locating the stormwater assets, an approximate invert elevation will be collected to determine flow direction only. It is our understanding that DPW personnel will assist the survey crew during the data collection to access inlets and manholes as needed.

Task 2: GIS Data Integration

Boswell will utilize Environmental Systems Research Institute ("ESRI") ArcGIS software and applications to capture and organize all field-collected data. We will incorporate field data with information from the Borough's existing drawings and/or reference documentation. Each asset class will be integrated into a digital database providing the user with a variety of information such as coordinates, point type and identification numbers. The geodatabase created under this task can then



be imported into a number of digital mapping software packages (e.g., ArcGIS, AutoCAD, MicroStation, etc.). It should be noted that the data will be provided as a point layer (i.e. points on a plan) and **will not include** detailed attribute information (pipe size, manhole condition, etc.).

FEE PROPOSAL

The following is a summary of the estimated Boswell fees and equipment costs associated with the work. We have separated the work into two (2) scenarios; the base scenario (Scenario A) acquiring the stormwater system assets and then each successive scenario picking up additional assets while traversing the Borough. Closter should be aware that the scenario must be chosen prior to the work. If the Borough decides to acquire assets at a later date, the fee and cost differential is not simply the difference in the amounts below as it would be necessary to remobilize our field crew again throughout the entire town.

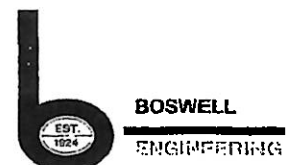
Current NJDEP regulations do not require the GPS Location of the Sanitary System assets, however in an effort to save the Borough money, while traversing the town Boswell can locate the Sanitary System in addition to the Stormwater System. This cost is covered under **Scenario B**.

Task	Description of Services (Scenario A)	Cost
STORMWATER SYSTEM MAPPING - ONLY (INCLUDING INLETS AND STORM MANHOLES)		
1	Asset Inventory GPS Field Survey	\$12,500.00
	Trimble R2 GPS @ \$100.00/day	\$1,000.00
2	GIS Data Integration	\$11,000.00
Total		\$24,500.00

Task	Description of Services (Scenario B)	Cost
STORMWATER SYSTEM & SANITARY SYSTEM MAPPING – (INCLUDING INLETS, STORM, AND SANITARY MANHOLES)		
1	Asset Inventory GPS Field Survey	\$19,500.00
	Trimble R2 GPS @ \$100.00/day	\$1,600.00
2	GIS Data Integration	\$16,900.00
Total		\$38,000.00

Additional work, beyond outlined in this proposal, will be performed on a time and material basis once authorized by the Borough.

EXCLUSIONS



The following services/costs **are not** included in this proposal:

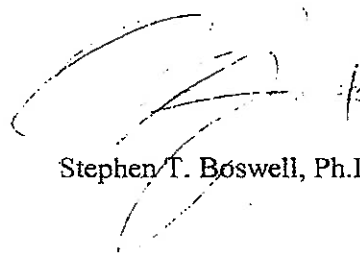
- Increases in scope of work beyond that specifically outlined in this proposal;
- Invert elevation survey;
- Stormwater outfall condition assessment;
- Traffic control during survey along major/county roads;
- Preparation of an Asset Management Plan;
- Detailed attribute information (pipe size, flow direction, etc.); and,
- Dye testing to determine flow direction of the stormwater system.

If this proposal meets with your approval, kindly provide us with the necessary authorization to proceed and we will commence the project. We will perform this work on a time-and-material basis in accordance with our standard hourly rate schedule in effect at the time the work is performed.

We wish to thank you for the opportunity of presenting this proposal and look forward to working with the Borough on this project. Should you have any questions or require anything further, please do not hesitate to contact Frank J. Rossi, LSRP or me.

Very truly yours,

BOSWELL ENGINEERING



Stephen T. Boswell, Ph.D., P.E., LSRP

STB/FJR/cr

230424CRP1





State of New Jersey

DEPARTMENT OF ENVIRONMENTAL PROTECTION
Mail Code - 501-02A

Bureau of NJPDES Stormwater Permitting and Water Quality Management
P.O. Box 420 - 501 E State St, 1st Flr.
Trenton, NJ 08625-0420
Phone: (609) 633-7021 / Fax: (609) 777-0432

PHILIP D. MURPHY
Governor

SHEILA Y. OLIVER
Lt. Governor

SHAWN M. LATOURETTE
Commissioner

April 25, 2023

William Dahle
DPW Superintendent
295 Closter Dock Road
Closter, NJ 07624
NJPDES: NJG014851 / PI ID #: 171668

RE: STORMWATER ASSISTANCE GRANT APPLICATION

Dear Stormwater Program Coordinator,

The Bureau of NJPDES Stormwater Permitting and Water Quality Management has received your application for the Stormwater Assistant Grant. After further review, your application has been **APPROVED**.

All approved applications are sent for processing on the last Friday of every month, with a turnaround time from processing to payment of one to two weeks. Please make sure to alert the municipality's fiscal staff to expect payment dispersal during that time frame. The payment will be titled "Water Resources Planning Management - Stormwater Assistance Grant." Note that the second portion of the grant payment will be dispersed upon the Department's receipt and approval of the required Tier A permit deliverable.

Additional information about the program guidelines can be found on the Department's Stormwater Grants webpage, including the Notice of Funding Availability and recordings of our previous outreach sessions: <https://nj.gov/dep/wlm/grants/swgrant.html>

If you have any questions, please feel free to contact your County Case Manager at Suna.Cinar@dep.nj.gov.

Sincerely,

Gabriel Mahon, Bureau Chief
Bureau of NJPDES Stormwater Permitting and Water Quality Management

Stormwater Assistance Grant

Deadline

Deadline for application of this grant is December 31, 2023, eligible Municipalities will be notified of the award on a rolling basis, so an early application is encouraged.

Purpose of Funding

The New Jersey Department of Environmental Protection (Department), Division of Watershed Protection and Restoration, is offering a Notice of Funding Availability (NOFA) to assist New Jersey municipalities in upgrading their MS4 Stormwater Programs to comply with the requirements of the 2023 Tier A MS4 Permit renewal, which was issued on November 30, 2022, with an effective date of January 01, 2023. The municipalities eligible for this NOFA are the 101 former Tier B municipalities (former Tier Bs), as listed in Appendix A, that were notified they were reassigned to Tier A as of July 01, 2022. In addition, all 456 Tier A municipalities that were assigned to Tier A prior to July 1, 2022 (original Tier As), as listed in Appendix A, are eligible for funding under this NOFA.

Source of Funding

New Jersey Corporate Business Tax Receipts (CBT)

Who is Eligible

The municipalities eligible for this NOFA are the 101 former Tier B municipalities (former Tier Bs), as listed in Appendix A, that were notified they were reassigned to Tier A as of July 01, 2022. In addition, all 456 Tier A municipalities that were assigned to Tier A prior to July 1, 2022 (original Tier As), as listed in Appendix A of the NOFA.

Notice of Funding Available(NOFA)

NOFA

Date of Posting is 03/03/2023

Executive Level Information Session - Mayors Only

Friday March 10, 2023, 10:00am
By Invitation only

Stormwater Website

Municipal Stormwater Regulation Program

Public Information Session for Stormwater Program Coordinators

Wednesday, March 15, 2023 1:30pm
Click here to join the meeting
Or call in (audio only): +1 856-338-7074
Phone Conference ID:297 633 372#

Executive Session

YouTube Recording
Powerpoint Presentation

Stormwater Program Coordinators Session

YouTube Recording
Powerpoint Presentation

List of original Tier A and former Tier B Municipalities

List of former Tier A and B municipalities as of June 30, 2022

The expected total allocation is \$19,000,000.

Funds to be Distributed

This equates to \$75,000 distributed to each of the eligible 101 former Tier B Municipalities (prior to July 1, 2022) and \$25,000.00 for each of the 456 original Tier A municipalities

Additional Questions

Email: stormwatermanager@dep.nj.gov

BOROUGH OF CLOSTER
RESOLUTION #23-150

RESOLUTION APPROVING RECREATION 2023 SUMMER CONCERTS

WHEREAS, the Borough of Closter Recreation Commission desires to provide free summer concerts annually for the benefit of the residents; and

WHEREAS, the schedule for the concerts is **Friday, June 9th, Friday, June 16th, Friday, June 23rd, Friday, June 30th** as well as **Monday, September 4th (Labor Day; rain date to follow)** at the Lions Band Shell located in Memorial Park on Harrington Avenue; and

WHEREAS, the governing body may choose to waive the insurance requirements for a band that is considered a "non-professional entity (band)"; and

WHEREAS, the Closter Recreation Commission desires to engage the following entities which are *non-professional entities* and which are required to provide a signed Hold Harmless Agreement-Bands, agreeing to hold the Borough of Closter harmless of all liability, less the provision of liability insurance specifically naming the Borough of Closter as additional insured:

- (1) Claudia Gaard on behalf of the *Shoreline Anthem Band*,
- (2) PJ Delia on behalf of the *Joe Delia & The Thieves Band*,
- (3) Tina Walker, on behalf of the *TK Walker Band*
- (4) The Verdict Band
- (5) Mary Kohrheur Band
- (6) The Kootz Band

NOW THEREFORE BE IT RESOLVED, the Governing Body of the Borough of Closter approves the engagement of the bands listed above for the 2023 Recreation Commission Summer Concert series pending the receipt of a signed Hold Harmless Agreement prior to the performance: and

NOW THEREFORE BE IT FURTHER RESOLVED, the schedule is hereby approved and a copy of this Resolution shall be provided to the Recreational Director, Chief of Police, Superintendent of Public Works and to the Finance Office for their respective use.

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

Adopted May 24, 2023

ATTEST:

Stephanie Evans
 Stephanie Evans, Borough Clerk

APPROVED BY:

John C. Glidden, Jr.
 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 on May 24, 2023.

Stephanie Evans
 Stephanie, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-151

**RESOLUTION AUTHORIZING INCLUSION IN THE
 BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM**

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS the current Interlocal Services Cooperative Agreement contains an automatic renewal clause to expedite the notification of the inclusion process; and

WHEREAS each Municipality must notify the Bergen County Division of Community Development of its intent to continue as a participant in the Urban County entitlement programs noted above; and

WHEREAS it is in the best interest of the Municipality of Closter and its residents to participate in said Programs; and

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Municipality of Closter hereby notifies the Bergen County Division of Community Development of its decision to be included as a participant Municipality in the Urban County entitlement programs being the Community Development Block Grant Program (CDBG), the HOME Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the **Fiscal Years 2024, 2025, and 2026 covering the period July 1, 2024 – June 30, 2027**; and


BE IT FURTHER RESOLVED that an original copy of this resolution be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than **MONDAY, JUNE 26, 2023**.

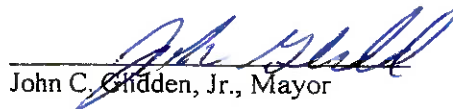
Councilperson	Motion	Second	Yes	No	Absent	Abstain
Councilwoman Amitai					X	
Councilwoman Chung		X	X			
Councilman Devlin			X			
Councilwoman Latner	X		X			
Councilwoman Witko			X			
Councilman Yammarino			X			

Adopted: May 24, 2023


ATTEST:

APPROVED:


 Stephanie Evans, 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 May 24, 2023.


 Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-152

A RESOLUTION AUTHORIZING THE EXECUTION OF AN AGREEMENT WITH THE COUNTY OF BERGEN TO SUPERSEDE THE COOPERATIVE AGREEMENT DATED JULY 1, 2021, AND AMENDMENTS THERETO ESTABLISHING THE BERGEN COUNTY COMMUNITY DEVELOPMENT PROGRAM

WHEREAS certain Federal funds are potentially available to the County of Bergen under Title I of the Housing and Community Development Act of 1974, as amended; the HOME Investment Partnership Act of 1990, as amended; and the Emergency Solutions Grant of 2012; and

WHEREAS it is necessary to supersede an existing Interlocal Services Cooperative Agreement for the County and its people to benefit from these Programs; and

WHEREAS, an Agreement has been proposed under which the Municipality of Closter and the County of Bergen in cooperation with other Municipalities, will modify an Interlocal Services Program pursuant to N.J.S.A. 40A:65-1 et seq.; and

WHEREAS it is in the best interest of the Municipality of Closter to enter into such an Agreement; and

NOW, THEREFORE, BE IT RESOLVED by the Municipality of Closter that the Agreement entitled "Three Year Cooperative Agreement" (an Agreement superseding the Cooperative Agreement dated July 1, 2021 – June 30, 2024) to clarify the planning and implementation procedures and to enable the Municipality to make a Three Year irrevocable commitment to participate in the Community Development Block Grant Program (CDBG), the Home Investment Partnership Program (HOME), and the Emergency Solutions Grant Program (ESG) for the **Fiscal Years 2024, 2025, and 2026 covering the period July 1, 2024 – June 30, 2027**, be executed by the Mayor and Municipal Clerk in accordance with the provisions of law; and


BE IT FURTHER RESOLVED that this resolution shall take effect immediately in accordance with law and that an original copy be made available to the Director of the Bergen County Division of Community Development as soon as possible and no later than **MONDAY, JUNE 26, 2023**.


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

Adopted: May 24, 2023


ATTEST:

APPROVED:


Stephanie Evans, 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 Meeting held May 24, 2023.


Stephanie Evans, Borough Clerk

BOROUGH OF CLOSTER
RESOLUTION #23-153

RESOLUTION AUTHORIZING THE APPOINTMENT OF MUNICIPAL REPRESENTATIVES TO THE BERGEN COUNTY COMMUNITY DEVELOPMENT REGIONAL COMMITTEE PERIOD JULY 1, 2023 THROUGH JUNE 30, 2024

WHEREAS, the Borough of Closter has entered into a three-year Cooperative Agreement with the County of Bergen as provided under the Interlocal Services Act N.J.S.A. 40A:65-1 et seq. and Title 1 of the Housing and Community Development Act of 1974; and

WHEREAS, said Agreement requires that the Municipal Council appoint a representative and alternate and that the Mayor appoint a representative and alternate for the FY 2023-2024 term starting July 1, 2023 and ending on June 30, 2024; and

NOW, THEREFORE, BE IT RESOLVED that the Municipal Council hereby appoints Alissa Latner as its representative and Joseph Yammarino as its alternate and that the Mayor hereby appoints James B. Winters as his/her representative and Erik Lenander as his/her alternate to serve on the Community Development Regional Committee for FY 2023-2024; and

BE IT FURTHER RESOLVED that an original, certified copy of this resolution be immediately emailed and sent via postage to Robert G. Esposito, Director; Bergen County Division of Community Development; One Bergen County Plaza, Fourth Floor; Hackensack, NJ 07601 on or before June 26, 2023.

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

Adopted: May 24, 2023

ATTEST:

Stephanie Evans
Stephanie Evans, Borough Clerk

APPROVED:

John C. Glidden, Jr.
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 May 24, 2023.

Stephanie Evans
Stephanie Evans, Borough Clerk

JW:lw

**BOROUGH OF CLOSTER
 RESOLUTION #23-154**

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
Bergen County Tax (AA)	\$ 1,387,150.50
County Open Space Tax	\$ 57,342.50
Northern Valley High School	\$ 0
Closter Board of Education	\$ 1,790,062.33
2022 Budget Appropriations	\$ 9,108.60
2023 Budget Appropriations – Operating Expenses	\$ 234,006.80
Payroll MAY 12, 2023	\$ 332,009.80
Current Treasury Account	\$ 3,809,680.53

Capital and Trust	Amount
Capital	\$ 40,114.48
Escrow Trust	\$ 42,106.65
Recreation	\$ 21499.25
Animal	\$ 20.40
Housing Trust	\$ 0
Food Locker	\$ 0

The foregoing resolution was adopted at the Sine Die meeting of the Mayor and Council of Closter at the Regular Meeting held on May 24, 2023.

Attest:

Stephanie Evans
 Stephanie Evans, Borough Clerk

Approved:

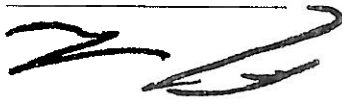
John C Glidden
 John C Glidden, Mayor

CHIEF FINANCIAL OFFICER'S 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	\$ 1,790,062.33
Northern Valley Regional HS	\$ 0.00
Bergen County Tax	\$ 1,387,150.50
County Open Space Tax	\$ 57,342.50
2022 Budget Appropriations	\$ 9,108.60
2023 Budget Appropriations - Operating	\$ 234,006.80
Payroll 05/12/2023	\$ 332,009.80
Total Current Treasury April 13, 2023 - May 10, 2023	\$ 3,809,680.53
Capital	\$ 40,114.8
Escrow	\$ 42,106.65
Recreation	\$ 21,499.25
Animal Trust	\$ 20.40
Housing Trust	\$ 0


 Francis Elenio
 Chief Finance Officer
 Borough of Closter

Dated: May 24, 2023

Range of Checking Accts: 01CURRENT to CURRENT-MANUAL Range of Check Dates: 05/11/23 to 05/25/23
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			
18976	05/11/23	ACETO020 ACE TOOL REPAIR, INC	739.13		6916
18977	05/11/23	ACTIO010 ACTION RUBBER & INDUSTRIAL	218.34		6916
18978	05/11/23	AIRGA000 AIRGAS USA, LLC	54.45		6916
18979	05/11/23	AMERIO00 AMERICAN HOSE AND HYDRAULICS	2,346.75		6916
18980	05/11/23	AMGRA000 AM GRAPHICS CO., INC.	712.50		6916
18981	05/11/23	ARCTIO05 ARCTIC FALLS SPRING WATER INC.	95.45		6916
18982	05/11/23	CONST015 CONSTELLATION NEW ENERGY NJ	1,351.88		6916
18983	05/11/23	COUNT010 COUNTY OF BERGEN	1,387,150.50		6916
18984	05/11/23	COUNT020 COUNTY OPEN SPACE TRUST FUND	57,342.50		6916
18985	05/11/23	DELAG000 DE LAGE LANDEN FINANCIAL SVC.	574.00		6916
18986	05/11/23	DIREC001 DIRECT ENERGY BUSINESS	1,190.06		6916
18987	05/11/23	DURIE005 DURIE LAWMOWER & EQUIPMENT	8.00		6916
18988	05/11/23	GTLIN000 GTL, INC., T/A	1,776.30		6916
18989	05/11/23	HUNTI000 HUNTINGTON BAILEY, L.L.P.	10,236.79		6916
18990	05/11/23	LOWES000 LOWE'S	120.98		6916
18991	05/11/23	LUBEN005 LUBENET, LLC	259.00		6916
18992	05/11/23	MAHSS000 MAHWAH SALES AND SERVICE, INC	179.76		6916
18993	05/11/23	MAILFO05 QUADIENT LEASING USA, INC	436.77		6916
18994	05/11/23	MGLPRO00 MGL PRINTING SOLUTIONS	1,013.00		6916
18995	05/11/23	OLYMP008 OLYMPIA LIGHTING, INC.	1,700.00		6916
18996	05/11/23	PARTS003 PARTS AUTHORITY, INC.	46.96		6916
18997	05/11/23	PGAUTO06 P&G AUTO INC.	212.04		6916
18998	05/11/23	PUBLI000 PUBLIC SERVICE ELECTRIC & GAS	419.89		6916
18999	05/11/23	RACHL000 RACHLES/MICHELE'S OIL CO., INC	3,957.50		6916
19000	05/11/23	ROCKL015 ROCKLAND ELECTRIC COMPANY	11,474.10		6916
19001	05/11/23	RUGGE000 SMITTY'S PRODUCTIONS INC	559.88		6916
19002	05/11/23	UNITE020 VEOLIA WATER NEW JERSEY	13,298.02		6916
19003	05/11/23	VALLE015 VALLEY PHYSICIAN SERVICES	289.00		6916
19004	05/11/23	VERIZ005 VERIZON	287.67		6916
19005	05/12/23	KEVIN010 KEVIN WHITNEY	596.96		6927
19006	05/12/23	LUPAR000 LUPARDI'S NURSERY INC.	3,500.00		6927
19007	05/15/23	AMGRA000 AM GRAPHICS CO., INC.	435.00		6929
19008	05/15/23	BOROU100 BOROUGH OF CLOSTER	2,874.00		6929
19009	05/15/23	CABLE017 CABLEVISION LIGHTPATH LLC	956.00		6929
19010	05/15/23	LERCH000 LERCH, VINCI & BLISS, LLP	9,567.50		6929
19011	05/15/23	NONNA000 NONNA CLEMENTINA'S DELI	79.94		6929
19012	05/15/23	ROCKL015 ROCKLAND ELECTRIC COMPANY	84.91		6929
19013	05/15/23	SPECTR00 SPECTROTEL	367.97		6929
19014	05/15/23	VERIZ005 VERIZON	218.00		6929
19015	05/24/23	AIRGA000 AIRGAS USA, LLC	54.45		6930
19016	05/24/23	AMAZ001 AMAZON BUSINESS	75.38		6930
19017	05/24/23	ARCTIO05 ARCTIC FALLS SPRING WATER INC.	163.77		6930
19018	05/24/23	BEATTO00 BEATTIE PADOVANO, LLC	1,450.00		6930
19019	05/24/23	BOROU081 BOROUGH OF HAWORTH	1,987.25		6930
19020	05/24/23	CLOST010 CLOSTER BOARD OF EDUCATION	275.00		6930
19021	05/24/23	DEUNI000 D & E UNIFORMS LLC	1,305.00		6930
19022	05/24/23	DTRAU000 DTR AUTOMOTIVE SERVICE	300.00		6930
19023	05/24/23	FIRES000 FIRE & SAFETY SERVICES, LTD.	62.53		6930
19024	05/24/23	FREMG000 FREMGEN'S POWER EQUIPMENT, INC	913.00		6930

Check # Check date Vendor Amount Paid Reconciled/Void Ref num

Check #	Check date	Vendor	Amount Paid	Reconciled/Void Ref num
19025	05/24/23	GRAIN000 GRAINGER	507.37	6930
19026	05/24/23	GLIM000 GTL, INC., T/A	993.50	6930
19027	05/24/23	HEAD005 BALL, BOUNCE AND SPORTS INC	4,070.68	6930
19028	05/24/23	HUDS000 HUDSON COUNTY MOTORS, INC.	455.65	6930
19029	05/24/23	ICCO000 ICC	967.14	6930
19030	05/24/23	INTER060 INTERSTATE 9W AUTO BODY	2,500.00	6930
19031	05/24/23	INTER065 INTERSTATE WASTE SERVICES OF	20,765.42	6930
19032	05/24/23	JESCO000 JESCO INC.	2,132.09	6930
19033	05/24/23	NORTH010 NORTH JERSEY MEDIA GROUP	131.12	6930
19034	05/24/23	PARTS003 PARTS AUTHORITY, INC.	640.31	6930
19035	05/24/23	P&G006 P&G AUTO INC.	504.60	6930
19036	05/24/23	POLIC015 POLICE TRAFFIC OFFICERS ASSN	250.00	6930
19037	05/24/23	ROBER060 ROBERT'S & SON INC	121.88	6930
19038	05/24/23	RUGE000 SMITTY'S PRODUCTIONS INC	1,311.25	6930
19039	05/24/23	STATE065 STATE TOXICOLOGY LABORATORY	135.00	6930
19040	05/24/23	SUPER015 SUPERIOR DISTRIBUTORS CO., INC	123.57	6930
19041	05/24/23	TRANS015 TRANSMISSION TLOXP	450.00	6930
19042	05/24/23	TRI-C005 TRI-COUNTY TERMITE & PEST	50.00	6930

CURRENT TREASURY ACCOUNT continued

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks: 67	0	0	1,559,427.46	0.00
Direct Deposit: 0	0	0	0.00	0.00
Total: 67	0	0	1,559,427.46	0.00

CAPITAL ACCOUNT

Check #	Check date	Vendor	Amount Paid	Amount Void
1427	05/11/23	HUNT000 HUNTINGTON BAILEY, L.L.P.	570.00	6917
1428	05/24/23	ANRDE005 ANR DESIGNLLC	1,559.76	6931
1429	05/24/23	KENST000 KEN'S TREE CARE	27,950.00	6931
1430	05/24/23	SITON005 SIT ON IT SEATING	10,034.72	6931

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks: 4	0	0	40,114.48	0.00
Direct Deposit: 0	0	0	0.00	0.00
Total: 4	0	0	40,114.48	0.00

13 DEV ESCROW 2 ESCROW EDMUNDS CHECKING 2

Check #	Check date	Vendor	Amount Paid	Amount Void
3476	05/11/23	BUDIN005 BUDINICH, DEBORAH	1,485.00	6919
3477	05/18/23	BEATT000 BEATTIE PADOVANO, LLC	9,005.00	6934
3478	05/18/23	BOSWE000 BOSWELL ENGINEERING, INC.	2,565.46	6934
3479	05/18/23	DOLAN005 DOLAN & DEAN CONSULTING	1,888.75	6934
3480	05/18/23	KYLEM005 KYLE MCMANUS ASSOCIATES LLC	705.60	6934

Checking Account Totals	Paid	Void	Amount Paid	Amount Void
Checks: 5	0	0	15,649.81	0.00
Direct Deposit: 0	0	0	0.00	0.00
Total: 5	0	0	15,649.81	0.00

TRUST Checking

Check #	Check date	Vendor	Amount Paid	Amount Void
416	05/24/23	ATLAN040 ATLANTIC UNIFORM COMPANY, INC.	8,524.80	6933

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void	Ref Num
13TRUST Trust Checking Continued					
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	8,524.80	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	8,524.80	0.00
13TRUST-MANUAL TRUST MANUAL					
305115	05/11/23	BORO0000 BORO OF CLOSTER - PAYROLL ACCT	17,932.04		6924
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	17,932.04	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	17,932.04	0.00
14RECREATION SPECIAL RECREATION ACCOUNT					
813	05/24/23	CLOST015 CLOSTER COACHES ASSOCIATION	21,499.25		6932
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	21,499.25	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	21,499.25	0.00
15ANIMALCONTROL ANIMAL ACCOUNT					
266	05/11/23	NJDEP000 NJ DEPARTMENT OF HEALTH	20.40		6918
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	20.40	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	20.40	0.00
16PAYROLLMANUAL PAYROLL AGENCY MANUAL					
305121	05/12/23	NATIO005 NATIONAL BENEFIT SERVICES, LLC	237.16		6926
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	1	0	237.16	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	1	0	237.16	0.00
CURRENT-MANUAL CURRENT - MANUAL					
305111	05/11/23	NJSHB000 NJSHBP	128,115.97		6920
305112	05/11/23	BORO0000 BORO OF CLOSTER - PAYROLL ACCT	316,051.34		6921
305113	05/11/23	PAYRO000 PAYROLL AGENCY ACCOUNT	15,686.19		6922
305114	05/11/23	PAYRO000 PAYROLL AGENCY ACCOUNT	272.27		6923
305116	05/11/23	MUNIC003 MUNICIPAL LLC	64.97		6925
305151	05/15/23	CLOST010 CLOSTER BOARD OF EDUCATION	1,790,062.33		6928
Checking Account Totals					
		<u>Paid</u>	<u>Void</u>	<u>Amount Paid</u>	<u>Amount Void</u>
	Checks:	6	0	2,250,253.07	0.00
	Direct Deposit:	0	0	0.00	0.00
	Total:	6	0	2,250,253.07	0.00

Check #	Check Date	Vendor	Amount Paid	Reconciled/Void Ref Num
CURRENT-MANUAL				
Report Totals				
Paid	87	Checks:	0	Amount Paid
Direct Deposits:	0		0	Amount Paid
Total:	87		0	Amount Void
continued				
			3,913,658.47	0.00
			3,913,658.47	0.00

Totals by Year-Fund					
Fund Description	Fund	Budget Total	Revenue Total	G/L Total	Total
CURRENT FUND	2-01	9,108.60	0.00	0.00	9,108.60
CURRENT FUND	3-01	3,800,571.93	0.00	0.00	3,800,571.93
GENERAL CAPITAL FUND	C-04	40,114.48	0.00	0.00	40,114.48
OTHER TRUST FUND	T-13	26,456.84	0.00	0.00	26,456.84
RECREATION TRUST	T-14	21,499.25	0.00	0.00	21,499.25
DOG TRUST	T-15	20.40	0.00	0.00	20.40
	T-16	237.16	0.00	0.00	237.16
Year Total:		48,213.65	0.00	0.00	48,213.65
Total of All Funds:		3,898,008.66	0.00	0.00	3,898,008.66

Project Description	Project No.	Project Total
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167 CLOSTER DOCK RD	2010057124	580.00
75 HICKORY LANE	2010057128	454.00
231 HERBERT AVE	2010057190	681.00
15 WAINWRIGHT COURT	2010057201	123.98
465 HIGH STREET	2010057217	1,185.00
465 HIGH STREET	2010057219	300.00
21 PINE HILL ROAD	2010057245	236.50
624 PIERMONT ROAD	2010057256	705.60
624 PIERMONT ROAD	2010057339	1,888.75
624 PIERMONT ROAD	2010057341	2,000.00
30 CAROLINE COURT	2010057354	175.00
14 WALKER AVENUE	2010057360	350.98
198 HICKORY LANE	2010057398	875.00
231/39 HERBERT & 81 RUCKMAN	2010057400	2,075.00
165 DEMAREST AVENUE	2010057411	900.00
209 SCHRAALERBURGH ROAD	2010057413	675.00
449 RUCKMAN ROAD	2010057416	975.00
728 CLOSTER DOCK ROAD	2010057433	250.00
4 BLACKLEDGE COURT	2010057434	340.50
SARAH & SUNPYO HONG	2010057435	250.00
10 RAILROAD AVENUE	2010057436	132.50
248 DEMAREST AVENUE	2010057438	250.00
584 CLOSTER DOCK ROAD	2010057440	246.00

Total of All Projects:

15,649.81

BOROUGH OF CLOSTER
RESOLUTION #23-155

RESOLUTION AWARDING A PROFESSIONAL SERVICES AGREEMENT TO APPRAISAL SYSTEMS, INC., FOR A PROFESSIONAL APPRAISER TO PROVIDE ASSISTANCE FOR THE ANNUAL RE-ASSESSMENT OF ALL REAL PROPERTY FOR TAX EQUALIZATION SERVICES IN THE BOROUGH OF CLOSTER

WHEREAS, there is a need for a Professional Appraiser to Provide Assistance for Annual Re-Assessment of All Real Property for Tax Equalization Purposes in the Borough of Closter; and

WHEREAS, a proposal from one company was received by the Borough; and

WHEREAS, after review and evaluation, the Governing Body has determined that it is in the best interests of the Borough to appoint Appraisal Systems, Inc., 264 South Street, Building 2, Suite 1B, Morristown, New Jersey 07960 as the aforementioned Professional Appraiser for a five (5) year contract beginning October 1, 2023 and ending in 2028 (proposed contract is attached hereto as **Exhibit A**); and

WHEREAS, the cost of these services, as outlined in the proposed contract (Exhibit A) is \$50,000.00 per year for five years includes expert appraiser representation at the Bergen County Board for the contract term; and

WHEREAS, this agreement is a Professional Services Agreement which is exempt from New Jersey's Local Public Contract (bid requirement) Law.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Closter that Appraisal Systems, Inc., 264 South Street, Building 2, Suite 1B, Morristown, New Jersey 07960 is hereby appointed as the aforementioned Professional Appraiser for a five (5) year contract beginning October 1, 2023 and ending in 2028.

BE IT FURTHER RESOLVED that the Mayor and Clerk are hereby authorized to execute the aforementioned agreement; and the Clerk shall advertise the terms of the agreement as required by law and shall keep a copy of the agreement on file for public inspection.

BE IT FURTHER RESOLVED that the Clerk shall forward a copy of the Certified Resolution to the Borough's Assessor.

CERTIFICATION OF AVAILABILITY OF FUNDS

I, Frank Elenio, Chief Financial Officer of the Borough of Closter, hereby certify, pursuant to N.J.S.A 40A:-9140.1, et seq. and N.J.A.C. 5:30-5.4, that the funds, which are required for the **FIRST YEAR re-assessment**, are available to the Borough of Closter in account 3-01-20-150-000-209.


Dated: 05-24-23


Frank Elenio, CFO

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

Adopted: May 24, 2023


ATTEST:


Stephanie Evans, Borough Clerk

APPROVED BY:


John C. Glidden, Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of Borough of Closter at the Regular Meeting held on May 24, 2023.


Stephanie Evans, Borough Clerk

CONTRACT
FOR PROVIDING ASSISTANCE FOR THE
RE-ASSESSMENT OF
ALL REAL PROPERTY FOR
TAX EQUALIZATION PURPOSES
BETWEEN
THE BOROUGH OF CLOSTER
A MUNICIPAL CORPORATION OF
THE STATE OF NEW JERSEY
AND
APPRAISAL SYSTEMS, INC.
A NEW JERSEY CORPORATION

EXHIBIT A

ARTICLES OF AGREEMENT

THIS AGREEMENT, made this 30TH day of January, 2023, by and between the BOROUGH OF CLOSTER, a Municipal Corporation of the State of New Jersey, hereinafter referred to as the Municipality,

AND

APPRAISAL SYSTEMS, INC., an appraisal firm with its office located at 264 South Street, Building 2, Suite 1B, Morristown, NJ 07960 hereinafter referred to as the Firm.

WITNESSETH:

Whereas, the Municipality is engaged in a program to re-assess all the lands, buildings and improvements contained within the boundaries of the Municipality and has engaged the services of the Firm to render necessary advice and assistance in the said project; and

Whereas, the Firm will assist the Borough Tax Assessor to complete the re-assessments as prescribed by law (N.J.S.A. 54:1-35.35); and

Whereas, the Bergen County Board of Taxation and the Director of the Division of Taxation, State of New Jersey have granted approval for a re-assessment program set to begin October 1, 2023 to be effective for the tax year 2024;

The municipality agrees to pay the sum of FIFTY-THOUSAND DOLLARS (\$50,000) per year for five years.

Now, therefore, each of the parties hereto intending to be legally bound hereby, it is agreed as follows:

The re-assessment program will begin as of October 1, 2023 to be effective for the tax year 2024 and continue as of October 1, 2024 to be effective for the tax year 2025; October 1, 2025 to be effective for the tax year 2026; October 1, 2026 to be effective for the tax year 2027; and October 1, 2027 to be effective for the tax year 2028.

The total amount paid as of January 10, 2028 will be TWO HUNDRED FIFTY-THOUSAND DOLLARS (\$250,000).

The reassessment program will be conducted in accordance with the requirements of the State outline for reassessment programs as outlined in the attached standard Application for Reassessment form (AFR).

**ARTICLE 1
REASSESSMENT PROCEDURES**

- A. The Real Property Appraisal Manual for New Jersey Assessors will be utilized to develop appropriate depreciated replacement costs for all improvements as of the assessing date.
- B. All exempt property assessments will be updated to a current value as of the assessment date.
- C. All land assessments will be updated to a current value as of the assessment date utilizing generally acceptable land valuation procedures.
- D. A land value map shall be developed using appropriate land unit values such as front foot, effective front foot, excess front foot, square foot, acreage value and base or minimum site value.
- E. Sales of all properties deemed to be usable and occurring within the past three years will be analyzed; and significant data extracted from appropriate sales will be utilized in developing pertinent factors, adjustments, tables and/or schedules for determining current market values of property as of the assessment date.
- F. All owners of income-producing property will be requested to submit income and expense information as provided under N.J.S.A. 54:4-34
- G. 100% of ALL Exteriors will be inspected. A diligent attempt will be made to inspect the interior of 20% of all property types so that over a five-year period, 100% of the property's interiors will be inspected.
- H. All applicable approaches to value will be employed in the valuation process, and values developed will be reconciled to determine a final assessed value of the property as of October 1 of the pretax year.
- I. The Firm will notify all taxpayers of their proposed assessment and will be available to conduct taxpayer hearings.
- J. The Firm shall assist by providing an expert witness in the defense of all valuations rendered to the Municipality that are appealed to the Bergen County Board of Taxation.

ARTICLE II
CONTRACT CONTINGENT UPON APPROVAL BY
THE DIRECTOR OF THE DIVISION OF TAXATION

- A. This contract is contingent upon approval of the Director of the Division of Taxation and shall not be effective until such approval is noted on the approval page provided within this Agreement.
- B. The Firm shall not assign or transfer this contract or any interest therein without written permission from the Municipality, and written permission of the surety company, the County Board of Taxation and the Director of the Division of Taxation
- C. No changes will be permitted in this contract except upon mutual consent of the Firm and the Municipality, the County Board of Taxation and the Director of the Division of Taxation.

ARTICLE V
PROGRESS REPORTS AND PAYMENT

- A. The firm shall provide monthly reports of the progress of the work and meet with the Assessor when required or requested.
- B. The firm shall receive payment installments commensurate with the progress of work outlined in the monthly reports submitted to the Assessor.

IN WITNESS WHEREOF, the Firm has caused these presents to be signed by its proper corporate officers and caused its proper corporate seal to be hereto affixed, and the Municipality has caused these presents to be executed by its Mayor and attested by its Clerk, and its seal affixed hereto, the day and year first above written.

ATTEST:

BOROUGH OF CLOSTER

By

John J. ...
Mayor

Clerk

...

APPRAISAL SYSTEMS, INC.

By

...
Rick DeGuercio, President

ATTEST:

Maureen M. Newton
Maureen M. Newton, Director

BOROUGH OF CLOSTER
RESOLUTION #23-156

RESOLUTION APPOINTING TWO PART-TIME (AS NEEDED) SUB-CODE OFFICIALS IN THE CLOSTER BUILDING DEPARTMENT -ROBERT E. BYRNES, JR. AS A PART-TIME (AS NEEDED) FIRE SUB-CODE OFFICIAL AND JASON FRANCESE AS PART-TIME (AS NEEDED) AS AN ELECTRICAL SUB-CODE OFFICIAL

WHEREAS, there is a need for the Borough of Closter to maintain inspections for both fire and electric within the Construction office on an as-needed basis during times of illness or vacation of regular sub-code officials to enforce the U.C.C. as part of the Construction Department; and

WHEREAS, Robert E. Byrnes, Jr., State of New Jersey D.C.A. License 011125, is qualified to act as a Fire Sub-Code Official in the Borough of Closter and was interviewed by the Borough's Construction Official; and

WHEREAS, Jason Francese, State of New Jersey D.C.A. License 010997, is qualified to act as an Electrical Sub-Code Office in the Borough of Closter and was interviewed by the Borough's Construction Official; and

WHEREAS, funds are available in the Borough's budget for this purpose; and

NOW THEREFORE BE IT RESOLVED, by the Mayor and Council of the Borough of Closter that Robert E. Byrnes, Jr. is and hereby appointed as **Part-Time (As Needed) Fire Sub-Code Official for a one year term ending December 31, 2023 at an hourly rate of \$40.00 (forty dollars) per hour;** and


NOW THEREFORE BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Closter that Jason Francese is and hereby appointed as **Part-Time (As Needed) Electrical Sub-Code Official for a one year term ending December 31, 2023 at an hourly rate of \$40.00 (forty dollars) per hour;** and

BE IT FURTHER RESOLVED that a copy of this Resolution be provided to the Finance Office, Construction Official and Borough Administrator.

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

Adopted : May 24, 2023

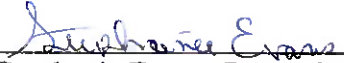
ATTEST:


Stephanie Evans, Borough Clerk

APPROVED BY:


John C. Glidden, Jr., Mayor

Certified to be a true copy of Resolution adopted by the Mayor and Council of the Borough of Closter on May 24, 2023.


Stephanie Evans, Borough Clerk