

BOROUGH OF TOTOWA

MINUTES OF THE MAYOR AND COUNCIL

REORGANIZATION MEETING

January 1, 2016

PRESENT: Mayor John Coiro, presiding, Council President Phil Puglise, Councilman Lou D'Angelo, Councilwoman Debra Andriani, Councilman William Bucher, Municipal Clerk Joseph Wassel and Municipal Attorney Robert Corrado.

ABSENT: None.

Mayor John Coiro called the meeting to order and asked the Borough Clerk to call the roll.

Borough Clerk Joseph Wassel reported to the Mayor, Council and the public that at the General Election held on November 3, 2015, Carolyn Fontanella and Anthony Picarelli were elected to the Council of the Borough of Totowa for a term of three (3) years.

Mayor Coiro asked Councilman Phil Puglise and Councilman Lou D'Angelo to escort Councilwoman Carolyn Fontanella and Councilman Anthony Picarelli to the dais so that the Oath of Allegiance and Office could be administered.

Mayor Coiro asked the Honorable Judge Raymond A. Reddin to administer the Oath of Allegiance and Office to the Councilwoman and Councilman Elect. Christin and Alexa Fontanella held the Bible for their mother, Councilwoman Carolyn Fontanella. Matthew Picarelli held the Bible for his brother, Councilman Anthony Picarelli.

Badges symbolic to the Office of Council were presented to Councilwoman Fontanella and Councilman Picarelli by Mayor Coiro.

Mayor Coiro congratulated Councilwoman Fontanella and Councilman Picarelli and welcomed them to the 2016 Borough Council. The rest of the Council, the Borough Clerk and Borough Attorney also offered congratulations.

Mayor Coiro reported that Vincent Marciano has been elected as Fire Chief of the Borough of Totowa Fire Department for a term of two (2) years and asked that he come forward to the dais so that Honorable Judge Raymond A. Reddin can administer the Oath of Allegiance and Office. Vincent Marciano held the Bible for his father, Fire Chief Vincent Marciano.

A badge symbolic to the Office of Fire Chief was presented to Vincent Marciano by Mayor Coiro.

Mayor Coiro congratulated Fire Chief Marciano.

Mayor Coiro welcomed the guests and citizens to the annual Reorganization Meeting of the Mayor and Council.

Mayor Coiro acknowledged Woodland Park Mayor Keith Kazmark, Totowa's own Passaic County Clerk Kristin Corrado, Honorable Judge Raymond Reddin and the Most Reverend Father Patrick Ryan who were all in attendance.

Mayor Coiro announced that the Reorganization Meeting of the 2016 Borough Council was now in session.

Mayor Coiro asked the Borough Clerk to call the roll of the 2016 Borough Council.

PRESENT: Mayor John Coiro, presiding, Council President Phil Puglise, Councilman Lou D'Angelo, Councilwoman Carolyn Fontanella, Councilwoman Debra Andriani, Councilman Anthony Picarelli and Councilman William Bucher.

ABSENT: None.

Mayor Coiro asked Father Patrick Ryan to give the invocation.

Mayor Coiro asked the public to join the Mayor and Council in the Pledge of Allegiance to the Flag.

The Statement of the Meeting as required by New Jersey Statutes was read by the Borough Clerk:

This meeting of the Mayor and Council held on this First Day of January, 2016, is being held in accordance with the Annual Notice of the Schedule of Meetings as required by Chapter 231, P.L. 1975 of the State of New Jersey, as amended. The agenda for this meeting has been prepared and distributed to the Mayor and Council and a copy has been on file in the Office of the Borough Clerk.

Mayor Coiro called for the election of Council President for the 2016 Borough Council.

Councilman D'Angelo nominated Councilman Phil Puglise for the position of Council President for the year 2016, seconded by Councilwoman Fontanella.

There being no further nominations, there was a motion by Councilman D'Angelo, seconded by Councilwoman Fontanella that Councilman Puglise be elected as Council President for the year 2016. On roll call vote, all members of the Council present voted in the affirmative. Councilman Puglise abstained from the voting.

Mayor Coiro announced that Councilman Phil Puglise has been elected as Council President of the Borough of Totowa for the year 2016.

Mayor Coiro announced that Councilman Picarelli will present the following resolutions to the Governing Body for their consideration and adoption.

RESOLUTION NO. 01-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa, that the By-Laws of the Borough Council, dated January 1, 1977 and amended January 1, 2016 are hereby adopted by the Mayor and Council of the Borough of Totowa for the Year 2016; and

BE IT FURTHER RESOLVED, that all proceedings of the Council not controlled by the provisions of these By-Laws shall be regulated by Robert's Rules of Order.

RESOLUTION NO. 02-2016

WHEREAS, in accordance with the Open Public Meetings Act of the Public Laws of 1975, Chapter 231, the Mayor and Council of the Borough of Totowa must set forth in annual notice a schedule of its meetings for the Year 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa, that this Council shall meet during the Year 2016 for its regular meetings, in the Council Chamber on the second floor in the Municipal Building, Totowa Road at Cherba Place, at 8:00 p.m., in accordance with the following schedule:

January 12 & 26	July 12 & 26
February 9 & 23	August 9 & 23
March 8 & 22	September 13 & 27
April 12 & 26	October 11 & 25
May 10 & 24	November 15 & 29
June 14 & 28	December 13 & 27
Reorganization Meeting:	January 1, 2017 at 12:00 p.m.

BE IT FURTHER RESOLVED, that a copy of this annual notice be filed in the Office of the Municipal Clerk, that it be posted on the bulletin board in the Municipal Building and be transmitted to The Herald News, The Record and The Passaic Valley Today Paper.

RESOLUTION NO. 03-2016

WHEREAS, P.L. 1983, Chapter 8, Local Fiscal Affairs Law, N.J.S.A. 40A:5-2, has been amended to require that each municipality designate a Cash Management Plan for the deposit of each local unit's monies.

NOW, THEREFORE, BE IT RESOLVED, that the following Cash Management Plan of the Borough of Totowa be and is hereby adopted.

A. DESIGNATION OF OFFICIAL DEPOSITORIES:

The following financial institutions are designated official depositories:

1. HIGHLANDS STATE BANK
J.P. MORGAN CHASE BANK
TD BANK, NA
VALLEY NATIONAL BANK
WELLS FARGO

2. Designated official depositories are required to submit to the Chief Financial Officer of the Borough of Totowa a copy of the State of New Jersey, Department of Banking, Governmental Unit Deposit Protection Act Notification of eligibility, which must be filed semiannually in the Department of Banking as of June 30th and December 31st of each year. Said Notices must be available for annual audit.
3. Designated official depositories are required to submit to the Chief Financial Officer a copy of institution's "Annual Report" on an annual basis.

B. DEPOSIT OF FUNDS:

All funds shall be deposited within Forty-Eight (48) hours of receipt in accordance with State statute.

1. Opening funds shall be deposited into interest bearing accounts to maximize interest earnings.
2. Capital and Debt service funds may be deposited into interest bearing accounts. Non-interest bearing accounts shall be regularly monitored for the availability of funds for investment.
3. Trust funds may be deposited into interest bearing accounts in accordance with the State statutes regulating the deposit of developer's escrow deposits. Non-interest bearing accounts should be regularly monitored for availability of funds for investment except where either State or Federal laws prohibit the earning of interest on such funds.
4. Payroll and agency remittance funds shall be maintained in regular checking accounts, only insofar as they serve to compensate the bank for payroll data processing services.

C. DEFINITION OF ALLOWABLE INVESTMENT INSTRUMENTS:

The Borough may permit deposits and investments in such depositories as permitted in Section 4 of P.L. 1970, Chapter 236 (C.17:9-44) and other instruments specified below:

1. United States Treasury Bills (T-Bills)
2. Borough of Totowa Bonds or Notes

3. Commercial Bank Deposits and Certificates of Deposit (CD's)
4. Repurchase Agreements (Repo's)
5. Investments in Savings and Loan Association
6. United States Government Agency and Instrumentality Obligations
7. State of New Jersey Cash Management Fund
8. School District Obligations

D. DEFINITION OF ACCEPTABLE COLLATERAL AND PROTECTION OF BOROUGH ASSETS:

1. All designated depositories must conform to all applicable State statutes concerning depositories of Public Funds.
2. All depositories shall obtain the highest amount possible F.D.I.C. and/or F.S.L.I.C. coverage of all Borough Assets (Demand and Certificate of Deposit).
3. Collateral will be required for all deposits and investments of the Borough, except for those in the State Cash Management Fund, collateral must have a market value of not less than 100 percent of all deposits and investments.
4. For pledges by depositories on Borough Funds, the following securities will be considered acceptable for pledges:
 - a. Any security backed by the U.S. Government.
 - b. Any direct obligation of any taxing authority within the Borough of Totowa.
 - c. Real Estate Mortgage Loans for Real Estate property located within the Totowa market area. Pledges of Real Estate Mortgage Loans shall be maintained at a market value of 115 percent of deposits.
 - d. All pledges of collateral must be indicated on an advice copy of the investment instrument which shall be forwarded to the Chief Financial Officer or Treasurer.

E. COMPENSATING BALANCE AGREEMENTS:

Where compensating balances are used to offset bank expenses, an agreement between the bank and the Borough shall be executed, specifying the charge for each service. Said agreement shall be reviewed annually.

F. REPORTING PROCEDURES:

The Chief Financial Officer shall prepare for the Mayor and Council of the Borough of Totowa the following investment reports:

1. MONTHLY REPORTING: A detailed listing of all investments purchased in the prior month, specifying the amount, interest percent per annum, number of days, period of investment and maturity date, interest amount at maturity and financial institutions with which investment is placed. This report shall be broken down by fund.
2. QUARTERLY REPORTING: A detailed summary analysis of all investments by fund, specifying the quarterly interest rate earned, quarterly interest earned on NOW and Savings Accounts and Year-To-Date total interest earnings.
3. The Treasurer shall prepare a schedule of outstanding investments for the independent auditors as of December 31st of each year and at other such times as required by the auditors.
4. The Treasurer shall also periodically provide analysis of average daily balances in interest bearing checking accounts vs. other investment vehicle potential.
5. All such reports may include a comparison of current investment income vs. forecast, prior year or market conditions.

G. DIVERSIFICATION REQUIREMENTS:

The Chief Financial Officer and Treasurer shall closely examine investments to guard against the effects of a financial institution going into default. This may be accomplished through the practice of spreading the investments around in various designated official depositories.

H. MAXIMUM MATURITY POLICY:

Investments shall be limited to a maturity not to exceed one year on all operating funds unless a longer maturity is permitted within the provision of regulation promulgated by either the Federal or State Governments.

I. INVESTMENT PROCEDURES:

Bids for Certificates of Deposit and Repurchase Agreements will be solicited of at least three (3) designated depositories only if the amount is \$100,000 or greater.

Telephone bids will be solicited of designated depositories by the Chief Financial Officer or Treasurer or designated staff member.

The depository shall specify the principal amount of the investment bid on, interest rate and number of days used to calculate the interest to be paid upon maturity.

Interest paid shall be from the date the bid was awarded to the date of maturity.

All bidders may request the results of the bid after the bid is formally awarded.

A check or wire transfer of funds will be made available to the winning bidder on the same business day the bid is awarded.

Each quotation shall be documented to record the date and time of quote, the parties in the discussion, the instrument(s), maturities and rates. A bid form of the Borough may be used.

J. RETURN ON INVESTMENT:

Where the return on a proposed investment does not exceed the cost of making said investment by a minimum amount the Chief Financial Officer and/or Treasurer will not make the investment. The Chief Financial Officer and/or Treasurer shall have the discretion to award an investment to the bank wherein the funds reside, should that bank's quoted rate be less than other quoted rates received in the event that the differential in interest rates is less than 25 basis points, and providing that the term of the investment is less than fifteen (15) days.

K. CONTROLS:

When possible, the internal controls should provide for a separation of the investment placement functions and the accounting activity. Controls must be designed for telephone orders, wire transfers and securities safekeeping. Only specifically designated personnel shall be allowed to conduct this part of the transactions, and all activity should be subject to immediate written confirmation by the designated depository. The Treasurer shall review each day's activity.

L. BONDING:

The following officials shall be covered by surety bonds; said surety bonds to be examined by the independent auditor to insure their proper execution:

Collector
Municipal Court Administrator
Deputy Municipal Court Administrator

Municipal Court Judge

Staff members of the Department of Finance not covered by separate surety bonds shall be covered by a Public Employee's Faithful Performance Bond in the minimum amount of \$50,000.00.

M. COMPLIANCE:

The Cash Management Plan of the Borough of Totowa shall be subject to the annual audit conducted pursuant to N.J.S. 40A:5-4.

N. The official charged with the custody of the monies of the Borough of Totowa shall deposit them as designated by the Cash Management Plan and shall thereafter be relieved of any liability or loss of such monies due to the insolvency or closing of any depository designated in the Cash Management Plan pursuant to N.J.S. 40A:5-2.

O. Where a conflict exists between this Cash Management Plan and State statute, the applicable State statute shall apply.

P. The Cash Management Plan shall be subject to the approval of the Borough Attorney.

RESOLUTION NO. 04-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Mayor, Borough Clerk and the Chief Financial Office/Treasurer be hereby designated as the Official Signatories to sign all checks.

RESOLUTION NO. 05-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Tax Collector of the Borough of Totowa be named and designated as the Official Tax Search Officer of the Borough of Totowa.

RESOLUTION NO. 06-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Borough Clerk is hereby named and designated as the Official of the Borough of Totowa, to make Official Certificates of Searches as to Municipal Improvements authorized by Ordinances of the Borough of Totowa.

RESOLUTION NO. 07-2016

WHEREAS, it is necessary to have a person responsible for processing of all documents pertaining to the Public Employees Retirement System of the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Borough Clerk is hereby named and designated as the Supervisor Certifying Officer for documents pertaining to the Public Employees Retirement System.

RESOLUTION NO. 08-2016

WHEREAS, it is necessary to have a person responsible for processing of all documents pertaining to the Police and Fireman's Retirement System of the State of New Jersey.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Borough Clerk is hereby named and designated as the Supervisor Certifying Officer for documents pertaining to the Police and Fireman's Retirement System.

RESOLUTION NO. 09-2016

WHEREAS, it is necessary to have a person responsible for the processing of all Social Security Records.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Chief Financial Officer/Treasurer of the Borough of Totowa be named and designated as the Official in charge of Social Security Records.

RESOLUTION NO. 10-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Borough Clerk is hereby named and designated as the Official of the Borough of Totowa, to issue Official Certificates certifying whether or not a sub-division of lands has been recommended by the Planning Board and approved by the Mayor and Council of the Borough of Totowa.

RESOLUTION NO. 11-2016

WHEREAS, the Mayor and Council of the Borough of Totowa must establish the interest rate for the delinquent taxes for the year 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Tax Collector is hereby authorized and directed to charge interest on delinquent taxes and assessment accounts as follows:

First 10 days of Tax Payments	No Penalty
Thereafter from the due date of Tax Payments for the 1st \$1,500.	8%
Thereafter, the balance in excess of \$1,500.	18%

And in addition to, in accordance with N.J.S.A. 54:4-67 as amended, the following schedule shall apply:

Up to \$1,500. delinquency	8%
Over \$1,500. delinquency	18%
Additional penalty for a delinquency over \$10,000. if not paid prior to the end of the calendar year.	6%

RESOLUTION NO. 12-2016

WHEREAS, the Mayor and Council of the Borough of Totowa must establish the interest rate for the delinquent water bills for the year 2016.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Water Registrar is hereby authorized and directed to charge interest on delinquent water accounts as follows:

First 30 days of Water Payments	No Penalty
Thereafter from the due date of Water Payments for the 1st \$1,500.	8%
Thereafter, the balance in excess of \$1,500.	18%

And in addition to, in accordance with N.J.S.A. 54:4-67 as amended, the following schedule shall apply:

Up to \$1,500. delinquency	8%
Over \$1,500. delinquency	18%
Additional penalty for a delinquency over \$10,000. if not paid prior to the end of the calendar year.	6%

RESOLUTION NO. 13-2016

BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that appointments of officers and employees, contracts and authorizations for services which were performed during the year 2015 and previously approved, be and are hereby ratified by the Mayor and Council for the Year 2016.

RESOLUTION NO. 14-2016

WHEREAS, there is a need to designate the Official Signatories for Municipal Court General Account and Bail Account Checks.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that the Municipal Court Judge, Court Administrator and the Deputy Court Administrator be hereby designated as the Official Signatories to sign all Municipal Court General Account and Bail Account Checks.

BE IT FURTHER RESOLVED, by the Mayor and Council of the Borough of Totowa that any two (2) of the above mentioned three (3) employees will be permitted to sign the checks at any given time.

RESOLUTION NO. 15-2016

RESOLUTION OF THE MAYOR AND COUNCIL OF THE BOROUGH OF TOTOWA
DESIGNATING A PUBLIC AGENCY COMPLIANCE OFFICER

WHEREAS, the New Jersey Department of the Treasury, Division of Contract Compliance and Equal Employment Opportunity in Public Contracts ("Division of Contract Compliance") is charged with enforcing the provisions of N.J.S.A. 10:5-31 et seq; and

WHEREAS, the N.J.S.A. 10:5-31 provides that no public contract can be awarded nor any monies paid until the prospective contractor has agreed to comply with the approved Affirmative Action Plan; and

WHEREAS, in accordance with N.J.A.C. 17:27-3.5, all New Jersey Public Agencies and Municipalities are required to annually designate a Public Agency Compliance Officer ("P.A.C.O.") and submit the name of the P.A.C.O. to the Division of Contract Compliance.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and Council of the Borough of Totowa that Joseph Wassel, RMC, Municipal Clerk, is hereby designated as the Public Agency Compliance Officer for the Borough of Totowa.

BE IT FURTHER RESOLVED that a copy of this Resolution be forwarded to the Division of Contract Compliance.

RESOLUTION NO. 16-2016

AUTHORIZING AND ADOPTING A STANDARD TORT CLAIM NOTICE FORM

WHEREAS, the Borough of Totowa is a member of the Garden State Municipal Joint Insurance Fund ("GSMJIF"); and

WHEREAS, the "GSMJIF" and the Borough of Totowa have determined that it is reasonable and necessary to develop a standard form and procedure by which persons are required to notify the Borough of Totowa of claims which arise under the authority of the N.J.S.A. 59:1-1, et seq. ("Tort Claims Act").

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa hereby adopts the Tort Claim Notice Form in the format attached hereto.

RESOLUTION NO. 17-2016

Resolution to introduce and adopt the 2016 Temporary Budget of the Borough of Totowa.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo that the foregoing resolutions be adopted. On roll call vote, all members of the Council present voted in the affirmative.

There was a motion by Councilman Picarelli, seconded by Councilman D'Angelo to approve Resolution No. 2016-01 for the payment of bills. On roll call vote, all members of the Council present voted in the affirmative.

Mayor Coiro made the following appointments with the advice and consent of the Council for the year 2016 or for the term appointed.

APPOINTMENTS

POSITION	TERM/YEARS	APPOINTED
Deputy Municipal Clerk	1	Kathryn Wasilewski
Municipal Attorney	1	Robert E. Corrado
Tax Appeal Attorney	1	O'Donnell McCord
Municipal Auditor	1	Lerch, Vinci & Higgins
Municipal Engineer	1	Alaimo Engineering
Municipal Planner	1	Maser Consulting
Bonding Attorney	1	McManimon, Scotland & Baum
Special Counsel	1	McManimon, Scotland & Baum
Grant Writer	1	Millennium Strategies
Animal Control Officer	1	Lysa De Laurentis
Water Registrar	1	Jennifer Bernardo
Deputy Water Registrar	1	John Waryas
Prosecutor	1	John E. Clarke
Public Defender	1	Ramsey Merhi
Court Administrator - Acting	1	Maryann Coral
Deputy Court Administrator	1	
Violations Clerk	1	Keri Giacchi
Police Dispatcher	1	Mary Picarelli
Police Dispatcher	1	Carl Baker
Police Dispatcher	1	Daniel Urban
Police Matron-P/T	1	Robin Sangastiano
First Aid Director	1	Robert Barbieri
Police & Fire Mechanic	1	Fred Dell'Aquila
Fire Official	1	Allen Del Vecchio
Fire Inspector	1	Richard Schopperth
Fire Inspector	1	Vincent Marciano
Construction Code Official	1	Allan Burghardt
Building Sub-Code Official	1	Allan Burghardt
Zoning Officer	1	Allan Burghardt
Zoning Officer	1	John Waryas
Property Maintenance Inspector	1	John Waryas
Property Maintenance Inspector	1	James Booth

Zoning Inspector	1	James Booth
Deputy Zoning Officer	1	Harold Eifler
Plumbing Sub-Code Official	1	Michael Baker
Electrical Sub-Code Official	1	Vincent Marciano
Fire Sub-Code Official	1	Richard Schopperth
Projects Manager	1	John Waryas
Housing Officer	1	Allan Burghardt
Housing Officer	1	Harold Eifler
Housing Officer	1	Allen Del Vecchio
Housing Officer	1	James Booth
Board of Assessments	1	Brian Sullivan
Board of Assessments	1	Brendan Mulligan
Board of Assessments	1	Robert Kabana
Ethics Board	5	
Board of Adjustment	4	Joseph Patten
Board of Adjustment	4	Salvatore Mancini
Board of Adjustment (Alt. 2)	2	Robert Korsakoff
Board of Health	4	Thomas Daub
Library Board	5	Valerie D'Ambrosio
Library (Mayor's Alternate)	1	Debra Andriani
School Crossing Guard	1	Lori Ann Badan
School Crossing Guard	1	George Bruno
School Crossing Guard	1	Michelle DiGangi
School Crossing Guard	1	Karen Giannasio
School Crossing Guard	1	Susan Grotz
School Crossing Guard	1	Christina Gurnari
School Crossing Guard	1	Sharon Maley
School Crossing Guard	1	Danielle Matthaei
School Crossing Guard	1	Diana Ricciardelli
School Crossing Guard	1	Robin Romei
School Crossing Guard	1	Carlo Santaniello
School Crossing Guard	1	Mary Ann Santaniello
School Crossing Guard	1	Linda Savage
School Crossing Guard	1	Toni Ann Shpiruk
School Crossing Guard	1	Denise Tillie
School Crossing Guard	1	Frances Vogt
Physician & Surgeon	1	Joseph Vitale
Physician & Surgeon	1	Francis Ferrante
Physician & Surgeon	1	John Ambrose
Physician & Surgeon	1	Marzena Odorcuk
Physician & Surgeon	1	Scott Coleman
Physician & Surgeon	1	Francesco Lima
Chaplain	1	Fr. Patrick Ryan
Chaplain	1	Rev. Chuck Coblentz

For each of the aforementioned appointments, there was a motion by Councilman Puglise, seconded by Councilman D'Angelo to confirm the appointments. On roll call vote, all members of the Council present voted in the affirmative. For Police Dispatcher (Mary Picarelli), Councilman Picarelli abstained from the voting on this appointment. For Library Board (Mayor's Alternate), Councilwoman Andriani abstained from the voting on this appointment.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Borough Attorney. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 18-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL LEGAL SERVICES FOR 2016

WHEREAS, the Borough of Totowa requires the services of an attorney to serve as the Municipal Attorney for the Borough of Totowa and represent the interests of the Borough of Totowa; and

WHEREAS, the professional services to be provided by the Municipal Attorney include but are not limited to attending all meetings of the Mayor and Council and Committee meetings as required; preparing Resolutions, Ordinances and contracts; reviewing documents as requested; and performing all general legal services as needed; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional legal services in accordance with its specifications entitled "Request for Proposals for the Position of Municipal Attorney for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional legal services; and

WHEREAS, Robert E. Corrado, Esq., Corrado & Corrado, Esqs., 142 Totowa Road, Suite 2, Totowa, New Jersey 07512, has submitted a proposal to provide the professional legal services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, Robert E. Corrado, Esq., possesses the necessary experience and expertise to provide the professional legal services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate Robert E. Corrado, Esq. in accordance with the Fee Schedule set forth in his proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional legal services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Robert E. Corrado, Esq., Corrado & Corrado, Esqs., to serve as the Borough of Totowa Municipal Attorney and provide professional legal services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Tax Appeal Attorney. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 19-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL LEGAL SERVICES FOR 2016 TAX APPEALS

WHEREAS, the Borough of Totowa requires the services of an attorney to serve as Special Tax Counsel for the Borough of Totowa; and

WHEREAS, the professional services to be provided by the Tax Attorney include but are not limited to defending against all tax appeals filed against the Borough of Totowa; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional legal services in accordance with its specifications entitled "Request for Proposals for the Position of Tax Attorney for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional legal services; and

WHEREAS, Matthew J. O'Donnell, Esq., O'Donnell McCord, P.C., 15 Mount Kemble Avenue, Morristown, New Jersey 07960, has submitted a proposal to provide the professional legal services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, Matthew J. O'Donnell, Esq. possesses the necessary experience and expertise to provide the professional legal services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate Matthew J. O'Donnell, Esq. in accordance with the Fee Schedule set forth in his proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional legal services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with J. O'Donnell, Esq., O'Donnell McCord, P.C., to serve as the Borough of Totowa Tax Attorney and provide professional legal services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Borough Auditor. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 20-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL AUDITING SERVICES FOR 2016

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional accounting firm to serve as the Municipal Auditor for the Borough of Totowa; and

WHEREAS, the professional services to be provided by the Municipal Auditor include but are not limited to auditing the financial statements for the Borough of Totowa; preparing the unaudited annual financial statement; review and certification of the annual budget; and preparing the annual debt statement and performing all general auditing services as needed; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional auditing services in accordance with its specifications entitled "Request for Proposals for the Position of Municipal Auditor for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional auditing services; and

WHEREAS, Lerch, Vinci & Higgins, LLP, a New Jersey Limited Liability Partnership having its principal place of business at 17-17 Route 208, Fair Lawn, New Jersey 07410, has submitted a proposal to provide the required auditing services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the firm of Lerch, Vinci & Higgins, LLP possesses the necessary experience and expertise to perform the professional auditing services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate Lerch, Vinci & Higgins, LLP in accordance with their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional auditing services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Lerch, Vinci & Higgins, LLP to serve as the Borough of Totowa Municipal Auditor and provide professional auditing services.

NOW, BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Borough Engineer. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 21-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL
ENGINEERING SERVICES FOR 2016

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional engineering firm to serve as the Municipal Engineer for the Borough of Totowa; and

WHEREAS, the professional services to be provided by the Municipal Engineer include but are not limited to attending meetings of the Mayor and Council, Planning Board and Zoning Board of Adjustment as required; preparing plans, designs and specifications for all public works and improvement projects; reviewing all subdivision, site plan and variance applications; and performing all general engineering services as needed; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional engineering services in accordance with its specifications entitled "Request for Proposals for the Position of Municipal Engineer for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Engineering and Public Property Committee did examine all proposals for professional engineering services; and

WHEREAS, Alaimo Group Consulting Engineers, a New Jersey Corporation having its principal place of business at 200 High Street, Mt. Holly, New Jersey 08060, has submitted a proposal and Fee Schedule to provide the required engineering services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the firm of Alaimo Group Consulting Engineers possesses the necessary experience and expertise to perform the professional engineering services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate Alaimo Group Consulting Engineers in accordance with the Fee Schedule set forth in their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional engineering services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Alaimo Group Consulting Engineers to serve as the Borough of Totowa Municipal Engineer and provide professional engineering services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Borough Planner. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 22-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL PLANNING SERVICES FOR 2016

WHEREAS, the Borough of Totowa requires the services of a professional planner to provide general consulting services on an as-needed basis to assist the Borough of Totowa, Planning Board and Board of Adjustment; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional planning services in accordance with its specifications entitled "Request for Proposals for the Position of Municipal Planner for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Liaison and Inspection Committee did examine all proposals for professional planning services; and

WHEREAS, Maser Consulting P.A., having its principal place of business at 53 Frontage Road, Suite 120, Clinton, New Jersey 08809, has submitted a proposal to provide the required planning services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the firm of Maser Consulting P.A. possesses the necessary experience and expertise to perform the professional planning services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate, Maser Consulting P.A. in accordance with their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional planning services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Maser Consulting P.A to serve as the Borough of Totowa Municipal Planner and provide professional planning services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Borough Bonding Attorney. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 23-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL LEGAL BONDING SERVICES FOR 2016

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a law firm to provide specialized legal services in connection with the authorization and issuance of bonds and bond anticipation notes in the Borough of Totowa; and

WHEREAS, the professional services to be provided by Municipal Bond Counsel include but are not limited to the review of such procedures and the rendering of approving legal opinions acceptable to the financial community; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional planning services in accordance with its specifications entitled "Request for Proposals for the Position of Bond Counsel for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional bond counsel services; and

WHEREAS, the law firm of McManimon, Scotland & Bauman, LLC, with offices located at 75 Livingston Avenue, Second Floor, Roseland, New Jersey 07068 has submitted a proposal to provide the required legal services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, McManimon, Scotland & Bauman, LLC is a bond counsel firm that is recognized by the financial community and possesses the necessary experience and expertise to perform the professional legal services; an

WHEREAS, for providing the required services, the Borough of Totowa will compensate McManimon, Scotland & Bauman, LLC in accordance with the fee schedule set forth in their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional legal bond services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with McManimon, Scotland & Bauman, LLC to serve as the Borough of Totowa Municipal Bond Counsel and to provide professional legal bonding services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Special Counsel. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 24-2016

RESOLUTION AUTHORIZING PROFESSIONAL SERVICE CONTRACT FOR SPECIAL COUNSEL LEGAL SERVICES FOR 2016

WHEREAS, the Borough of Totowa requires the services of an attorney to serve as Special Counsel for the Borough of Totowa and represent the interests of the Borough of Totowa; and

WHEREAS, Special Counsel shall be an attorney at law of the State of New Jersey and shall provide legal advice, research and assistance on any development, redevelopment and/or special projects as needed; and

WHEREAS, the professional services to be provided by Special Counsel Attorney include but are not limited to attending meetings of the Mayor and Council and Committee meetings as required; drafting deeds, agreements, contracts and easements; reviewing documents as requested; representing the Borough of Totowa in negotiations with the State of New Jersey, possible developers and all regulatory bodies; and advising the Borough of Totowa in any matter which the Borough may have a present or future interest; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional legal services in accordance with its specifications entitled "Request for Qualifications for the Solicitation of Professional Service Contracts for Special Counsel"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional bond counsel services; and

WHEREAS, the law firm of McManimon, Scotland & Bauman, LLC, with offices located at 75 Livingston Avenue, Second Floor, Roseland, New Jersey 07068 has submitted a proposal to provide the required legal services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the firm of McManimon, Scotland & Baumann, LLC possesses the necessary experience and expertise to provide the professional legal services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate McManimon, Scotland & Baumann, LLC in accordance with the Fee Schedule set forth in their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional legal services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with McManimon, Scotland & Baumann, LLC to serve as Special Counsel to the Borough of Totowa and provide professional legal services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Grant Writer. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 25-2016

RESOLUTION AUTHORIZING CONTRACT FOR PROFESSIONAL GRANT WRITING SERVICES FOR 2016

WHEREAS, the Mayor and Council of the Borough of Totowa desire the services of a professional grant writing firm to assist the Borough of Totowa with securing federal and state appropriations, grant procurement and alternative funding methodologies; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional planning services in accordance with its specifications entitled "Request for Proposals for the Position of Municipal Grant Writer for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Finance and Administration Committee did examine all proposals for professional grant writing services; and

WHEREAS, Millennium Strategies LLC, 60 Roseland Avenue, Caldwell, New Jersey 07006, has submitted a proposal to provide the grant writing and alternative financial consulting services, a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the firm of Millennium Strategies LLC possesses the necessary experience and expertise to perform the professional grant writing services; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate, Millennium Strategies LLC in accordance with their proposal; and

WHEREAS, the term of this contract shall be for a period of one year commencing on January 1, 2016 and terminating on December 31, 2016; and

WHEREAS, the professional grant writing services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Millennium Strategies LLC to serve as the Borough of Totowa Municipal Grant Writer and provide professional grant writing services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following professional resolution for the Animal Control Officer. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 26-2016

RESOLUTION AUTHORIZING CONTRACT FOR ANIMAL CONTROL SERVICES FOR 2016

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a qualified company to serve as Animal Control Officer for the Borough of Totowa by providing a variety of animal control services for the residents of the Borough of Totowa and for the public good; and

WHEREAS, the Mayor and Council of the Borough of Totowa did advertise for receipt of sealed proposals for the professional planning services in accordance with its specifications entitled "Request for Proposals for the Position of Animal Control Officer for the Borough of Totowa"; and

WHEREAS, the Borough of Totowa did receive proposals at its Municipal Building on December 23, 2015; and

WHEREAS, the Liaison and Inspection Committee did examine all proposals for professional Animal Control services; and

WHEREAS, All Humane Animal Control, 781 Ringwood Avenue, Wanaque, New Jersey 07465 has submitted a proposal to provide the animal control services for the Borough of Totowa; and

WHEREAS, All Humane Animal Control and more specifically, Lysa DeLaurentis, possess the necessary experience and expertise to perform the services and to serve as Animal Control Officer for the Borough of Totowa; and

WHEREAS, for providing the required services, the Borough of Totowa will compensate All Humane Animal Control at the agreed upon rate of One Thousand Two Hundred Fifty and 00/100 Dollars (\$1,250.00) per month not to exceed Fifteen Thousand and 00/100 Dollars (\$15,000.00) per year; and

WHEREAS, the term of this contract shall be for a period of one (1) year effective January 1, 2016 until December 31, 2016; and

WHEREAS, the professional Animal Control services shall be awarded as a fair and open contract pursuant to the provisions of N.J.S.A. 19:44A-20.4 et seq.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with All Humane Animal Control to serve as the Borough of Totowa Animal Control Officer and to provide professional Animal Control services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing Contract With Cardinal Ambulance Corp. For Supplemental Medical Transportation Services For 2016. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 27-2016

RESOLUTION AUTHORIZING CONTRACT WITH CARDINAL AMBULANCE CORP. FOR SUPPLEMENTAL MEDICAL TRANSPORTATION SERVICES.

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is on-going need to supplement the voluntary ambulance services presently being provided to its residents and the visitors of Totowa by the Borough of Totowa Volunteer First Aid Squad; and

WHEREAS, the Borough has determined that it would enter into a contract with Cardinal Ambulance Corp., 409 Minnisink Road, Suite 104, Totowa, New Jersey (hereinafter "CARDINAL") on a non-exclusive basis, wherein medical transportation services following a 911 call would be offered to the residents and to the visitors of Totowa who would be liable to Cardinal for the cost of same; and

WHEREAS, Cardinal is an emergency medical transportation company and is being contracted by the Borough of Totowa to provide 911 back-up services that are non-life threatening as needed by the residents of the Borough of Totowa on a non-exclusive basis, along with other private medical transportation companies; and

WHEREAS, the term of the contract will be effective for a period of one (1) year commencing on January 1, 2016 through December 31, 2016; and

WHEREAS, the awarding of this contract for the aforementioned services will not cause the municipality to exceed the public bidding threshold and will protect the Borough of Totowa from any liability that may arise from Cardinal performing these back-up services.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Cardinal Ambulance Corp.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing Contract With Fuchs E.M.S. & Medical Transportation Services For Supplemental Medical Transportation Services For 2016. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 28-2016

RESOLUTION AUTHORIZING CONTRACT WITH FUCHS E.M.S. & MEDICAL TRANSPORTATION SERVICES FOR SUPPLEMENTAL MEDICAL TRANSPORTATION SERVICES.

WHEREAS, the Mayor and Council of the Borough of Totowa have determined that there is on-going need to supplement the voluntary ambulance services presently being provided to its residents and the visitors of Totowa by the Borough of Totowa Volunteer First Aid Squad; and

WHEREAS, the Borough has determined that it would enter into a contract with Fuchs E.M.S. & Medical Transportation Services, 16-00 Highway 28, Fairlawn, New Jersey 07410 (hereinafter "Fuchs") on a non-exclusive basis, wherein medical transportation services following a 911 call would be offered to the residents and to the visitors of Totowa who would be liable to Fuchs for the cost of same; and

WHEREAS, Fuchs is an emergency medical transportation company and is being contracted by the Borough of Totowa to provide 911 back-up services that are non-life threatening as needed by the residents of the Borough of Totowa on a non-exclusive basis, along with other private medical transportation companies; and

WHEREAS, the term of the contract will be effective for a period of one (1) year commencing on January 1, 2016 through December 31, 2016; and

WHEREAS, the awarding of this contract for the aforementioned services will not cause the municipality to exceed the public bidding threshold and will protect the Borough of Totowa from any liability that may arise from Fuchs performing these back-up services.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize the Borough of Totowa to enter into a contract with Fuchs E.M.S. & Medical Transportation Services.

BE IT FURTHER RESOLVED, that the Municipal Council of the Borough of Totowa does hereby authorize the Mayor and Municipal Clerk to execute any and all necessary instruments relating thereto.

There was a motion by Councilman Puglise, seconded by Councilman D'Angelo to adopt the following Resolution Authorizing Professional Engineering Services For Topographic Surveys Of Various Properties. On roll call vote, all members of the Council present voted in the affirmative.

RESOLUTION NO. 29-2016

RESOLUTION AUTHORIZING PROFESSIONAL ENGINEERING SERVICES FOR TOPOGRAPHIC SURVEYS OF VARIOUS PROPERTIES

WHEREAS, in 2015, the Mayor and Council of the Borough of Totowa authorized various actions to assist the Borough of Totowa with achieving constitutional compliance with its Affordable Housing mandate in accordance with the State of New Jersey Fair Housing Act; and

WHEREAS, the Mayor and Council of the Borough of Totowa desire to retain the services of a professional firm to continue to assist the Borough of Totowa with achieving the judicial version of the substantive certification under the newly established transitional process by providing surveying services in order to complete topographic surveys for various properties; and

WHEREAS, these services include the completion of a topographic to determine elevations and surface features within the limits of these various properties and this information will be used to draft base maps for the steep slope analysis with property lines shown based upon the current Borough of Totowa Tax Map; and

WHEREAS, Richard A. Alaimo Engineering Associates has submitted a proposal dated December 30, 2015 to provide the topographic surveys at a cost not to exceed the lump sum of Twelve Thousand and 00/100 Dollars (\$12,000.00), a copy of which is on file in the office of the Borough of Totowa Municipal Clerk; and

WHEREAS, the Mayor and Council of the Borough of Totowa on January 1, 2016 did examine the proposal submitted by Richard A. Alaimo Engineering Associates; and

WHEREAS, pursuant to the applicable New Jersey State laws, these professional services may be awarded without public bidding.

NOW, THEREFORE, BE IT RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby accept the proposal submitted by Richard A. Alaimo Engineering Associates for professional surveying services to assist the Borough of Totowa with its Affordable Housing mandate in the amount of Twelve Thousand and 00/100 Dollars (\$12,000.00).

BE IT FURTHER RESOLVED, that the Mayor and Council of the Borough of Totowa do hereby authorize Richard A. Alaimo Engineering Associates to perform the professional services as set forth in their proposal.

The following appointments were made by Mayor Coiro and do not require Council consent or confirmation:

POSITION	TERM/YEARS	APPOINTED
Planning Board Class IV	4	Richard Hennion
Planning Board Class IV (Alt. 2)	2	Anthony Zarek
Planning Board Class III	1	Louis D'Angelo
Planning Board Class II	1	Ernest Paese, Jr.
Board of Recreation	5	Donna Alvino
Board of Recreation	2 (Unexp)	

Shade Tree Commission	5	Doreen Makoujy
Senior Citizen Coordinator	1	Maria Murphy
Local Assistance Board	1	Debra Andriani
Local Assistance Board	4	Frank DeCeglie, Jr.

Mayor Coiro announced the following Council Committees for the year 2016. The first Councilman/Councilwoman listed is the Chair of that Committee.

FINANCE & ADMINISTRATION

PICARELLI D'ANGELO FONTANELLA

PUBLIC SAFETY

PUGLISE FONTANELLA BUCHER

PUBLIC WORKS

D'ANGELO PUGLISE ANDRIANI

ENGINEERING & PUBLIC PROPERTY

FONTANELLA ANDRIANI D'ANGELO

LIAISON & INSPECTION

ANDRIANI BUCHER PICARELLI

LEGISLATIVE & ORDINANCES

BUCHER PICARELLI PUGLISE

Mayor Coiro gave his annual New Year's State of the Municipality Address and Message to the Citizens of the Borough of Totowa.

Dear Fellow Residents,

As I do each New Year's Day, I would like to review some of the events and accomplishments that took place in our town during the past year and to announce some of the plans we have for 2016. First of all, I'd like to again welcome Carolyn Fontanella and Anthony Picarelli back to the Council and congratulate them on their re-election. Carolyn

and Anthony have both served our town well for years and I am sure I can count on them to continue to serve Totowa well in the future. I would also like to congratulate Vinny Marciano upon his re-election as Fire Chief and look forward to working with him and the entire department.

Beginning with our infrastructure, as many of you are fully aware, PSEG proactively replaced the older gas lines in our town. This was done to try to avoid some of the gas problems that occurred during Hurricane Irene and Superstorm Sandy. In doing so, many roads in our town were dug up and our residents were inconvenienced for a period of time. Once the project had been completed and new gas lines installed, the roads that were dug up were either completely repaved or repaved from the curb to the middle of the street, depending on how long ago the road had been last paved. This has made many of our roads smooth again. With grants from the Department of Transportation, we will also be repaving Gordon Avenue and Hobart Place in 2016.

We applied for another grant from Passaic County to continue relining our sanitary sewers and were recently notified that we have been awarded a grant to continue relining the sewers on Dewey Avenue near Totowa Road as well as Mitchell Avenue. As I reported last year, we are also in the process of buying out five homes that have been habitually suffering from flooding. These buyouts should be completed in early 2016. We will continue looking at ways to improve our water and sewer system while alleviating flooding to our residents.

In 2015, we completed the revisions to our Master Plan. It is important that we continually review our plans for our community as this planning will have an impact on our town's development for many years. You certainly have seen some of the building changes that are occurring on Union Boulevard. More changes will be coming as the property where Wells Fargo is located becomes redeveloped. I believe that changes on Union Boulevard will continue to occur as the main streets of towns are becoming more developed. To that end, we will revive our Parking Authority so that they can look for solutions to help alleviate the traffic on Union Boulevard.

Our municipal building is undergoing changes as well. We are installing a new generator which we purchased with a grant from FEMA. In addition, we are just about completed with replacing the aging roof on this building.

At the PAL ball field, we have received another grant from the Passaic County Open Space Fund to construct a tennis court at the PAL field where the old street hockey area is. This will be done at no cost to our taxpayers. In addition, we have installed lights at the Minnisink Road field to replace some of the temporary lighting that had been previously used.

In June, 2014, the State of New Jersey closed down the North Jersey Development Center. This facility had been in operation in Totowa since 1928. We have been in communication with officials from the State to discuss the disposition of the property. The State and the Borough will jointly determine how the property will be developed. In 2015, we concluded environmental testing at the site. Totowa has formally designated the site as “one in need of redevelopment.” This designation will give our municipality more of a say in how the property is developed. At this time, no final determination has been made on the ultimate use of the property but we will be introducing a “plan for redevelopment” of the site ordinances in the early part of 2016 and we will remain very involved in the process.

In 2015, we began curb side pick-up of recycling material twice a month. We have received extremely positive responses from our residents in moving to twice a month pick-ups. But remember, pick up is twice a month and not every other week. Please check the flyer that will be mailed out or our website for details.

Our community continues to be strengthened by the support of our volunteers. Be they fire fighters, first aid squad members, PAL members, PTO members or a member of one of our municipal boards, the time and effort of all of our town’s volunteers are truly appreciated by the Council and me. For our firefighters, we purchased a new fire rescue vehicle in 2015 and it is now housed at Fire Rescue on Mitchell Ave.

On the property tax front, as you all know from the property tax bills you received last summer and from my previous communications, we were slammed with an enormous increase from Passaic County. In 2015, while the municipal portion of taxes on the average home in our town increased about \$34, the county portion of taxes on the average home increased by a whopping \$450, an increase of 20% over the prior year. We believe this may be the largest increase to one municipality from the County of Passaic in history. Nonetheless, we are determined to be fiscally prudent. In Totowa we have decided to make tough choices and not place a financial burden on future budgets and future generations. We have now achieved our fourth consecutive year without any long term debt in our municipality. Our core belief is that we should pay currently to meet our obligations where we can and not borrow if possible. By freeing ourselves of debt, we can utilize those funds for much needed improvements to our infrastructure and replacing outdated equipment.

Even with the enormous tax increase passed along to us in 2015, Totowa continues the distinction of having the lowest tax rate of the 16 municipalities in Passaic County. Hopefully, the financial and economic instability that we have experienced will subside and the County will get a handle on its finances. The Council and I will once again work hard to maintain the lowest tax rate for our residents.

The Council and I will remain active in our community's affairs in 2016. I am confident that we will continue our improvements to our town as well as our stability here in Totowa. On behalf of our Council members, I would like to wish everyone a healthy and peaceful New Year.

Thank you.

Mayor Coiro invited everyone in attendance to the Barnyard & Carriage House on behalf of the Republican Club/Party to enjoy some refreshments and to congratulate Councilwoman Andriani and Councilman Picarelli.

There being no further business to come before the Council, there was a motion by Councilman Puglise, seconded by Councilman D'Angelo that the meeting be adjourned. The next regular Council Meeting will be on January 12, 2016. On roll call vote, all members of the Council present voted in the affirmative.

Joseph Wassel, RMC
Municipal Clerk