

**ORGANIZATION MEETING
OF THE TOWNSHIP COUNCIL OF THE TOWNSHIP OF LITTLE FALLS
WAS HELD THIS EVENING IN THE MUNICIPAL BUILDING**

Monday, January 7, 2013

Township Clerk William Wilk called the meeting to order at 7:01 p.m. with the following Council members present: Louis Fontana, Pamela Porter and John Vantuno. Also present were Mayor Darlene Post, Township Attorney William Northgrave, Township Engineer Dennis Lindsay, Township Auditor Gary Higgins and Township Administrator Joanne Bergin

Absent: Councilmember Mercedes Gonzalez

Following the Salute to the Flag, Reverend Ed Hawkins gave the invocation.

The Township Clerk read the Statement of Public Notice as follows:

STATEMENT OF PUBLIC NOTICE: Take notice that adequate notice of this meeting was provided in accordance with N.J.S.A. 10:4-8 and N.J.S.A. 10:4-10 as follows: A notice of the meeting was prominently posted on the bulletin board at the Municipal Building, located at 225 Main Street, Little Falls, N.J. on December 6, 2012; a copy of the notice was faxed to the North Jersey Herald and News and The Record on the same date; additionally, a copy of the notice was filed in the office of the Township Clerk on said date.

OATH OF OFFICE administered by Judge G. Dolph Corradino, to Mayor-Elect DARLENE POST

OATH OF OFFICE administered by Judge G. Dolph Corradino, to Township Council Member-Elect LOUIS FONTANA

OATH OF OFFICE administered by Judge G. Dolph Corradino, to Township Council Member-Elect PAMELA PORTER

OATH OF OFFICE administered by Judge G. Dolph Corradino, to Township Council-Member Elect JOSEPH RENTO

NOMINATION AND ELECTION OF COUNCIL PRESIDENT FOR 2013 – Councilmember Fontana, seconded by Councilmember Porter, nominated JOHN VANTUNO. No further nominations were made.

Poll: Ayes: Fontana, Porter, Rento and Vantuno
 Nays: None

The Council President declared the motion passed.

OATH OF OFFICE administered by Municipal Court Judge G. Dolph Corradino to Council President JOHN VANTUNO.

PRESENTATION OF EMBLEM OF AUTHORITY was presented to Council President Vantuno by Darlene Post of the Little Falls Republican Club.

At this time, Mayor Post recognized Congressmen Rodney Frelinghuysen and Scott Rumana in the audience, and asked if they had any remarks. Both congressmen wished everyone a happy and healthy new year.

OATH OF OFFICE administered by Mayor Darlene Post, to Fire Chief JACK SWEEZY

REMARKS OF MAYOR POST

At this time, Mayor Post presented the following Mayoral Proclamations:

*Shop Rite
Fairway Market
William Organisciak
Scott Miller*

She thanked each person accepting the proclamations for all of their contributions to the Township. She commended them for their volunteerism and their willingness to help in times of need.

Mayor Post also recognized Woodland Park Mayor Keith Kazmark and Police Chief Anthony Galietti at this time. She welcomed everyone to the meeting and she thanked her family and friends, as well as Judge Corradino for their support.

Mayor Post reported as follows:

Two years ago, I was honored to be elected by you to serve as a Councilwoman and this past year to serve as your Interim Mayor. Today, I am deeply honored that you have put your trust in me once again to serve as your Mayor for the next four years. Congratulations to our new Council President, John Vantuno, congratulations to Lou Fontana and Pam Porter, and congratulations and welcome to Joe Rento.

This past year we have gone through many changes and we have implemented many building blocks for the future of Little Falls and I am excited to be able to be here to see them through. Through the use of our email system, we requested residents that would be interested in serving on one of our many committees to please send a letter of interest as well as any qualifications they may have. The response was overwhelming and we are excited to have new faces and innovative ideas to work collectively on positive change. As the students of Montclair State University return to a new semester, we will be asking them for the first time to become involved in a few of our committees as well as tapping a student in the capacity of an internship. We will continue to seek out new and innovative ways to not only save money, but to bring revenue into our Township as well as much needed ratables.

As I stated in my Mayor's Message, one of my goals for 2013 is to surround myself with positive energy and to create a working environment that is productive and progressive; not one of negativity and bullying. Let's focus on the work ahead and make a difference one project at a time. I look forward to a productive year and look forward to working with our Council as well as our many professionals.

REMARKS OF COUNCIL PRESIDENT VANTUNO

Council President VANTUNO thanked everyone for coming out this evening. He also welcomed Councilmember Rento and congratulated all other elected officials. He thanked everyone for nominating him as Council President, and commended Councilmember Fontana for his service as Council President.

REMARKS BY COUNCILMEMBERS

Councilmember FONTANA thanked his family for being so understanding and supportive. He congratulated all of the newly elected officials. He also noted that being the Council President is not the easiest seat to fill, and said he did his best during his term. He welcomed Councilmember Rento, noting that everyone would be happy to help him to learn procedures. He was excited about having some new committees this year, and said they would be working to bring more ratables into town in order to stabilize taxes. He also informed that the Council would be looking to get the Open Space Trust working for the Township. He thanked the residents of the town for allowing him to do his job.

Councilmember PORTER wished all a Happy New Year and a Happy Russian Christmas. She thanked her family for their support and said she hopes there will only be happy and prosperous events in 2013. The volunteers make this town a wonderful place to live; she looks forward to working with these people. She said she is proud to work with this town and she thanked all of the officials who were sworn in tonight. She is excited about the next four years and promised to work hard. She thanked everyone for their votes of confidence and also acknowledged and commended the Township employees.

Councilmember RENTO thanked everyone for being here. He thanked all of the officials who were sworn in this evening. He hopes to contribute to the Township to the best of his ability.

It was moved by Councilmember Gonzalez, seconded by Councilmember Vantuno, that the Council approve the following appointment:

APPOINTMENTS by MAYOR of persons to fill the following positions with ADVICE and CONSENT of COUNCIL for a four-year term, concurrent with the Mayor (each needs motion/second – one poll at the end)

		<u>Moved by</u> <u>Councilmember</u>	<u>Seconded by</u> <u>Councilmember</u>
Municipal Attorney	William Northgrave	Fontana	Porter
Township Administrator	Joanne Bergin	Fontana	Porter
DPW Department Head	Phillip Simone	Porter	Fontana
Finance Department Head	William Schaffner	Vantuno	Fontana

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

APPOINTMENTS by MAYOR of persons to fill the following positions with ADVICE and CONSENT of COUNCIL for a one-year term (each needs motion/second – one poll at the end)

		<u>Moved by</u> <u>Councilmember</u>	<u>Seconded by</u> <u>Councilmember</u>
Municipal Auditor	Gary Higgins	Porter	Vantuno
Bond Counsel	McManimon & Scotland	Fontana	Rento
Municipal Engineer	Riddick Associates	Fontana	Porter
Certified List of Special Project(s) Engineers	CME Associates Crew Engineers Alaimo Group H2M Boswell Engineering VanCleef Engineering	Porter	Fontana
Municipal Planner	CME Associates	Fontana	Vantuno
Prosecuting Attorney	Donald DeDio	Porter	Vantuno
Public Defender	William Marotta	Vantuno	Rento
Police/Township Physician	Joseph Farnese	Fontana	Vantuno
Alternate Township Physician	Sylvia Coscia	Porter	Vantuno
Tax Search Officer	Denise Whiteside	Fontana	Vantuno
Unconfirmed Assessment Search Officer	William Wilk	Fontana	Vantuno
OEM Coordinator (Final year of 3-year term)	Alfred Batelli	Fontana	Vantuno
Deputy OEM Coordinator	Daniel Gianduso	Porter	Vantuno
Fire Official	Edmund Pomponio	Fontana	Rento
Fire Inspector, Senior	Frank Bender	Fontana	Rento
Fire Inspectors	David Meisberger Greg Laskowski Thomas Fahy		
Police Dispatcher – Per Diem	Mike Onder Richard Timmerman Robert Scalera	Fontana	Porter
Municipal Alliance Coordinator	Christopher Kania Catherine Sokalski	Fontana Porter	Rento Vantuno

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

APPOINTMENTS TO BOARDS AND COMMISSIONS

Emergency Management Council – one-year term – TOWNSHIP COUNCIL appoints (NO MORE THAN 15 MEMBERS)

It was moved by Council President Vantuno, seconded by Councilmember Rento, that the following appointments be made:

Automatic member (2): Mayor and OEM Coordinator

Township Council member (2): *Pamela Porter, Lou Fontana* (motion,second,poll)

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the following appointments be made:

Regular Members: TOWNSHIP COUNCIL appoints: *John Dmuchowski, Phillip Simone, Joseph Macones, Daniel Gianduso, James Hearney, Hans Prell, Jack Sweezy, Ronnie Cordero, Robert McFarlane, Richard Timmerman, Scott Carter and Joanne Bergin (liaison)* (motion second, poll),

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

It was moved by Council President Vantuno, seconded by Councilmember Porter, that the following appointments be made:

Planning Board

Class I – DARLENE POST, Mayor – Four-Year term

Class III – COUNCIL appoints (1) member of the Council: one-year term - Louis Fontana (motion,second,poll)

Class IV – MAYOR appoints – Four-Year term: William VanHouten and Walter Kilpatrick

Class IV – MAYOR appoints – Two-Year unexpired term: William Kohlman

Planning Board Alternates

1st Alternate – MAYOR appoints: 2-year term – Edward Bennett

2nd Alternate – MAYOR appoints: 1-year unexpired term – John Reilly

3rd Alternate – MAYOR appoints: 2-year term – John Switzer

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Local Assistance Board - Four-year term

Automatic Member: (1), MAYOR: 1-year term

Regular members: (2) MAYOR appoints – Edward Hawkins, Robert Borbeck
And Jody Santangelo (MSU Intern)

Director – MAYOR appoints: 5-year term – *Robert D’Antonia*

Shade Tree Commission – Five-year term

Regular Members (8) – MAYOR appoints: *Eileen Zaneski, Patricia Toomey, John Lockwood and Greg White*

Shade Tree Commission Alternates

1st Alternate – MAYOR appoints: 5-year term: Joanne Bergin

2nd Alternate – MAYOR appoints: 5-year term: Phillip Simone

Library Board

Automatic Member: - *Mayor*

Alternate for MAYOR – *Lou Fontana*

Rent Leveling Board - MAYOR appoints – One-year term

Regular Members (3) –*James Cestone, Howard Lipoff, Lou Conti; two more members to be appointed.*

Environmental Commission - MAYOR appoints – Three-Year term

Regular Members (4) – *Susan McGoldrick, Claude Diltz, Lou Tortola and John Reilly*

Historic Preservation Commission - MAYOR appoints with ADVICE and CONSENT of COUNCIL – One-Year term

Regular Members (5) – *Helen Witecki, James Cestone, Peggy Olivi and Clifford Swisher and John Veteri.* (after Mayor appoints-need motion,second,poll)

It was moved by Council President Vantuno, seconded by Councilmember Fontana, that the Council approve the appointments.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Municipal Ethics Board - MAYOR appoints with ADVICE and CONSENT of COUNCIL – Five-Year term

Regular Members (2) – (after Mayor appoints-need motion,second,poll) *Rosemarie Bello-Truland and James Damiano*

It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the appointments.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Municipal Alliance - MAYOR appoints – One-Year term

Regular Members (9) – *Mayor Darlene Post, Bethanne Youngster-Strippoli, Elizabeth Gobeille, Linda Crosman, Tricia Czornomor, Pamela Porter, Joyce Cupoli, Janice Wronko and Lynn Volonnino*

Regional Flood Control Board - COUNCIL appoints – Three-Year term

Regular Member (1) – *Dorothy O’Haire* (need motion,second,poll)

It was moved by Councilmember Porter, seconded by Council President Vantuno, that the Council approve the appointments.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

SUBCOMMITTEES – COUNCIL PRESIDENT appoints

Finance (3) – Council President and 2 Council members – Pamela Porter, Joseph Rento

Senior Citizen Advisory Committee – Mercedes Gonzalez, Pamela Porter

Community Representatives (5) Marcella Kelleher, Jean Giancola, Lucille Clifford, Helen Witecki, Phyllis Dillon, Secretary

Technology Committee (1) John Vantuno

Community Representatives (5) Scott Miller, Bill Organisciak, Nick Spooov, Dave Kiewra, Kacey Campbell

Open Space Committee (4) Louis Fontana, Joseph Rento, John Pace, Joanne Bergin

Community Representatives (5) Kristi Burbano, Dorothy O’Haire, Mark Seber, Pat Toomey, Frank O’Neill

School Liaison (K-12) John Vantuno

Domestic Violence Prevention Committee (1) Mercedes Gonzalez

Community Representatives (9) Judy Schumacher (chair), Rosemarie Bello-Truland, Janet Clark, Marianne Holzach, Marcella Kelleher, Dick Kessler, Paul Kim, Emily Ratering-Youngberg, Darlene Post (Mayor), John Dmuchowski (Chief of Police)

Zoning/Code Committee – Joseph Rento, Louis Fontana, Joanne Bergin, Joseph Macones

Community Representatives (7) Stephen Mattina, Ray Damiano, AJ Alvarez, Christy Anderson, Mike Onder, Janine Barone

Transportation Committee – Louis Fontana, John Vantuno, Joanne Bergin

Community Representatives (6) Arnold Korotkin, Thomas Paulhus, Dottie Breslin, John Healy, Renea Shapiro, Ed English

RESOLUTIONS

Adopting Temporary Budget for 2013 – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [A] 13-01-07 - #1

Resolution Re: Establishing Temporary Budget Appropriations for 2013

WHEREAS, N.J.S. 40:4-19 provides that where contracts, commitments or payments are to be made prior to final adoption of the 2013 Budget, temporary appropriations should be made for the purposes and amounts required in the manner and time therein provided, and

WHEREAS, the date of this resolution is within the first thirty (30) days of January, 2013, and

WHEREAS, said total temporary appropriations are limited to 26.25 percent of the total appropriations in the 2012 Budget exclusive of any appropriations made for debt service, capital improvement fund and public assistance in the said 2012 Budget.

NOW THEREFORE, BE IT RESOLVED, by the Township Council of the Township of Little Falls, that the following temporary appropriations be made and a certified copy of this resolution be transmitted to the Treasurer for his records.

OPERATIONS

General Government

General Administration	
Salaries & Wages	\$23,000
Other Expenses	2,300
Mayor and Council	
Salaries and Wages	3,000
Municipal Clerk	
Salaries and Wages	49,000
Other Expenses	26,000
Financial Administration	
Salaries and Wages	35,000
Other Expenses	10,000
Assessment of Taxes	
Salaries and Wages	10,100
Other Expenses	6,100
Revenue Administration (Tax Collection)	
Salaries and Wages	25,000
Other Expenses	3,600
Legal Services and Costs	
Other Expenses	60,000
Engineering Services and Costs	
Salaries and Wages	1,000

Other Expenses	17,500
Municipal Land Use Administration	
Planning Board	
Salaries and Wages	4,000
Other Expenses	5,300
Insurance	
Liability - Other	6,000
Liability – NJIF	100,000
Workers Compensation	37,000
Employee Group Health	270,000
Unemployment Insurance	15,000
Police	
Salaries and Wages	750,000
Other Expenses	25,000
Fire Department	
Salaries and Wages	22,000
Other Expenses	42,000
Fire Prevention	
Salaries and Wages	15,000
Other Expenses	1,500
Fire Hydrant Services	
Other Expenses	42,000
Emergency Management Services	
Salaries and Wages	2,500
Other Expense	1,700
Municipal Prosecutor	
Salaries and Wages	4,400
Other Expenses	75
Streets and Roads Maintenance	
Salaries and Wages	194,000
Other Expenses	41,000
Other Public Works Functions (Shade Tree)	
Salaries and Wages	300
Other Expenses	2,400
OPERATIONS (Continued)	
General Government (Continued)	
Solid Waste Collection	
Salaries and Wages	8,800
Other Expenses	122,500
Public Buildings and Grounds	
Salaries and Wages	2,100
Other Expenses	21,100
Vehicle Maintenance	
Salaries and Wages	19,300
Other Expense	21,400
Health and Welfare	
Board of Health	
Other Expenses	29,000
Administration of Public Assistance	
Salaries and Wages	3,000
Other Expenses	100
Recreation Services and Programs	
Salaries and Wages	36,000
Other Expenses	16,400
Senior Citizen’s Transportation	
Other Expenses	700
Senior Citizen’s Activities	
Salaries and Wages	4,900
Other Expenses	700
PEOSHA Mandated Costs	
Physical Exam – Volunteer Fire Department	1,500
State Uniform Construction Code (52:27D-120 et seq)	
Construction Code Official	
Salaries and Wages	24,900
Other Expenses	2,300
Sub Code Official	
Plumbing Inspectors	
Salaries and Wages	3,500
Electrical Inspection	
Contractual	3,800
Unclassified:	
Utilities	
Street Lighting	30,000
Telephone	12,000
Natural Gas	74,000
Water	5,000
Gasoline	24,000
Fuel Oil (Diesel)	15,000
Landfill/Solid Waste Disposal Costs	90,000
Municipal Court	
Salaries and Wages	35,000
Other Expenses	5,000
Municipal Public Defender	
Other Expenses	900
Deferred Charges and Statutory Expenditures	
Statutory Charges	
Social Security (O.A.S.I.)	56,900
Pension-Volunteer Firemen’s Widow (NJS 43:12-38)	1,300
DCRP 150	
Sewer Contracts (Ch. 10, P.L. 1977)	
Passaic Valley Sewer Commission	227,000
Second River Joint Meeting	2,394
Third River Joint Meeting	1,300
Maintenance of Free Public Library	160,000
Municipal Alliance – State Share	6,600
Recycling Tax Appropriation	3,900

Total Current Fund	<u>\$2,925,219</u>
Debt Service	
Principal on Bonds	\$ 150,000
Interest on Bonds	165,000
Interest on Notes	<u>22,000</u>
Total Debt Service	<u>\$ 337,000</u>

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Awarding Contract for Municipal Auditor Services for 2013 and appointing Gary Higgins – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [B] 13-01-07 - #2
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR
PROVISION OF SERVICES OF MUNICIPAL AUDITOR FOR 2013

WHEREAS, the Township of Little Falls has a need to acquire Auditing and Other Financial and Accounting Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and
WHEREAS, it is expected that the value of the acquisition of these services will exceed \$17,500; and
WHEREAS, the term of the contract is one year; and
WHEREAS, Lerch, Vinci & Higgins, LLP has submitted a response to the Township’s Request for Qualifications for provision of services of a municipal auditor and other financial services and the submission clearly details Lerch, Vinci & Higgins’ qualifications and experience; and
WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2013 budget;
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Gary Higgins of the firm of Lerch, Vinci & Higgins, LLP for the services as described herein; and
BE IT FURTHER RESOLVED that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.
BE IT FURTHER RESOLVED by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Gary Higgins be and he is hereby appointed Municipal Auditor for the Township of Little Falls for a one-year term ending December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Awarding Contract for Services of Municipal Attorney for 2013 and appointing William Northgrave – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [C] 13-01-07 - #3
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR
PROVISION OF SERVICES OF MUNICIPAL ATTORNEY FOR 2013

WHEREAS, the Township of Little Falls has a need to acquire the services of a Municipal Attorney as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and
WHEREAS, it is expected that the value of the acquisition of these services will exceed \$17,500; and
WHEREAS, the term of the contract is one year; and
WHEREAS, McManimon, Scotland & Baumann, L.L.C. has submitted a response to the Township’s Request for Qualifications for provision of services of a Municipal Attorney and the submission clearly details McManimon, Scotland & Baumann’s qualifications and experience; and
WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2013 budget;
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with William Northgrave of the firm of McManimon, Scotland & Baumann, L.L.C. for the services as described herein; and
BE IT FURTHER RESOLVED that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.
BE IT FURTHER RESOLVED by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that William Northgrave of the firm of McManimon, Scotland & Baumann, LLC be and are hereby appointed for the services of Municipal Attorney for the Township of Little Falls for a one-year term ending December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Awarding Contract for Municipal Bond Counsel Services for 2013 to McManimon and Scotland – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following::

RESOLUTION [D] 13-01-07 - #4
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR
PROVISION OF SERVICES OF MUNICIPAL BOND COUNSEL FOR 2013

WHEREAS, the Township of Little Falls has a need to acquire Bond Counsel Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and
WHEREAS, it is expected that the value of the acquisition of these services will exceed \$17,500; and
WHEREAS, the term of the contract is one year; and
WHEREAS, McManimon, Scotland & Baumann, L.L.C. has submitted a response to the Township’s Request for Qualifications for provision of services of a Municipal Bond Counsel and the submission clearly details McManimon, Scotland & Baumann’s qualifications and experience; and
WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2013 budget;
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with the firm of McManimon, Scotland & Baumann, L.L.C. for the services as described herein; and
BE IT FURTHER RESOLVED that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.
BE IT FURTHER RESOLVED by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that the firm of McManimon, Scotland & Baumann, LLC be and are hereby appointed for the services of Municipal Bond Counsel for the Township of Little Falls for a one-year term ending December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Awarding Contract for Municipal Planner Services for 2013 and appointing Municipal Planner – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [E] 13-01-07 - #5
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR
PROVISION OF SERVICES OF MUNICIPAL PLANNER FOR 2013

WHEREAS, the Township of Little Falls has a need to acquire Planning Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and
WHEREAS, it is expected that the value of the acquisition of these services will exceed \$17,500; and
WHEREAS, the term of the contract is one year; and
WHEREAS, CME Associates has submitted a response to the Township’s Request for Qualifications for provision of services of a municipal planner and the submission clearly details CME Associates’ qualifications and experience; and
WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2013 budget;
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Peter Van den Kooy of the firm of CME Associates for the services as described herein; and
BE IT FURTHER RESOLVED that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.
BE IT FURTHER RESOLVED by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, that Peter Van den Kooy be and is hereby appointed for the services of Municipal Planner for the Township of Little Falls for a one-year term ending December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Awarding Contract for Municipal Engineer Services for 2013 and Appointing Municipal Engineer – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [F] 13-01-07 - #6
AUTHORIZING THE AWARD OF FAIR AND OPEN CONTRACT FOR
PROVISION OF SERVICES OF MUNICIPAL ENGINEER FOR 2013

WHEREAS, the Township of Little Falls has a need to acquire Engineering Services as a FAIR AND OPEN CONTRACT pursuant to N.J.S.A. 19:44A-20.5; and
WHEREAS, it is expected that the value of the acquisition of these services will exceed \$17,500; and
WHEREAS, the term of the contract is one year; and
WHEREAS, Riddick Associates, P.C., has submitted a response to the Township’s Request for Qualifications for provision of services of a municipal engineer and the submission clearly details Riddick Associate’s qualifications and experience; and
WHEREAS, the award is subject to the Availability of Funds and certification of same in the 2013 budget;
NOW, THEREFORE, BE IT RESOLVED that the Township Council of the Township of Little Falls authorizes the Mayor to enter into a contract with Dennis G. Lindsay of the firm of Riddick Associates, P.C for the services as described herein; and
BE IT FURTHER RESOLVED that the Township Clerk is authorized and directed to cause notice to be published in the newspaper once in accordance with the provisions of statute.
BE IT FURTHER RESOLVED by the Township Council of the Township of Little Falls that, based on the recommendation of the Mayor, Dennis G. Lindsay be and he is hereby appointed Municipal Engineer for the Township of Little Falls for a one-year term ending December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Designate Bank Depositories for 2013 - It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [G] 13-01-07 - #7
DESIGNATING BANK DEPOSITORIES FOR 2013

- BE IT RESOLVED by the Governing Body of the Township of Little Falls that the
- Chase Manhattan Bank
- Columbia Savings Bank
- Hudson City Savings Bank
- TD Bank North
- Lakeland Savings Bank
- PNC Bank
- Penn Federal Savings Bank
- Sovereign Bank
- Capital One
- United Jersey Bank
- Valley National Bank
- Wachovia
- New Jersey Arbitrage Rebate Management Program
- New Jersey Cash Management Fund

be and they are hereby designated as depositories of the Township of Little Falls (subject to each named entity's filing with the Township proof of its authorization by the State to serve as a depository for governmental agencies); and

BE IT FURTHER RESOLVED that the funds of said Township deposited in said banks and/or financial entities be subject to withdrawal upon checks or other orders for the payment of money when signed by any two of the following officials, to wit:

- Mayor Darlene Post
- Township Clerk William E. Wilk
- Treasurer William Schaffner

BE IT FURTHER RESOLVED that funds deposited in the Public Assistance Trust Fund II account be subject to withdrawal upon check or other orders for the payment of money when signed by any two of the following officials, to wit:

- Mayor Darlene Post
- Township Clerk William E. Wilk
- Treasurer William Schaffner
- Humane Services Director Robert D’Antonia

BE IT FURTHER RESOLVED that funds deposited in the Tax Collector’s Lien Redemption Accounts be subject to withdrawal upon check or other orders for the payment of money when signed by:

- Tax Collector Denise Whiteside

and, BE IT FURTHER RESOLVED that the said banks and/or funds are hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue, or the disposition of the proceeds even if drawn to the individual order of any signing official; and

BE IT FURTHER RESOLVED that the Mayor, Clerk and Treasurer be and they are hereby authorized to borrow, from time to time, on behalf of this Township from said banks, sums of money for such period or periods of time and upon such terms, rates of interest and amounts as may be authorized and to execute notes or agreements in the forms required by said banks in the name of the Township of the payment of any sums so borrowed; and that the foregoing powers and authority will continue until written notice of revocation has been delivered to said banks; and

BE IT FURTHER RESOLVED that the Clerk of the Township of Little Falls be and he is hereby authorized to certify to the above-noted entities the within resolution and that the provisions thereof are in conformity with the provisions of law.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Authorizing payroll check signatures – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [H] 13-01-07 - #8
AUTHORIZING PAYROLL CHECK SIGNATURE

BE IT RESOLVED by the Governing Body of the Township of Little Falls that the Township's Payroll Account, Account No.622402277 Lakeland Bank, be and the same is hereby made subject to withdrawal upon checks or other orders for the payment of money when signed by either one of the following, to wit:

William Schaffner - Treasurer
William E. Wilk - Township Clerk

and

BE IT FURTHER RESOLVED that the bank is hereby authorized to pay any such orders and also to receive the same for credit of or in payment from the payee or any other holder without inquiry as to the circumstances of issue, or the disposition of the proceeds even if drawn to the individual order of the signing official; and

BE IT FURTHER RESOLVED that the Clerk of the Township of Little Falls be and he is hereby authorized to certify the within resolution to the above-noted bank.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Authorizing Investment of Idle Funds and Fund Transfers – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [I] 13-01-07 - #9
AUTHORIZING INVESTMENT OF IDLE FUNDS AND FUND TRANSFERS

WHEREAS, it is desirable that idle funds of the Township of Little Falls be invested in legal investment vehicles at all times; and

WHEREAS, it is occasionally necessary to transfer funds for the purpose of meeting current Township expenses or for the purpose of effecting investments;

NOW, THEREFORE, BE IT RESOLVED by the governing body of the Township of Little Falls, County of Passaic, State of New Jersey, that it does hereby authorize the Chief Financial Officer to request bids and to place orders for the investment of idle funds solely in legally authorized investment vehicles, such investments to the investing institution; and

BE IT FURTHER RESOLVED that the Chief Financial Officer is hereby authorized to transfer funds by wire solely for the following purposes and subject to all pertinent regulations:

- 1. To or from Township checking or savings accounts to other Township accounts
- 2. To or from Township checking or savings accounts to or from accounts specified banks or the State of New Jersey Cash Management Funds solely for the purpose of investing the account of the Township of Little Falls.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Authorizing Treasurer to disburse funds to Local/Regional School Boards – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [J] 13-01-07 - #10

AUTHORIZING TREASURER TO DISBURSE FUNDS TO BOARDS OF EDUCATION

BE IT RESOLVED that the Treasurer be and he is hereby authorized to disburse funds to the Little Falls Board of Education and the Regional Board of Education for the year 2013 as requests are received and funds are available.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Authorizing Treasurer to Pay Interest & Debt Redemption Charges on Certain Bonds – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [K] 13-01-07 - #11
AUTHORIZING TREASURER TO PAY INTEREST AND DEBT REDEMPTION CHARGES
ON CERTAIN BONDS

BE IT RESOLVED that the Treasurer be and he is hereby authorized and directed to disburse funds for interest and debt redemption charges on certain bonds for the year 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Re-establishing Four (4) Petty Cash Funds for Current Year – It was moved by Council President Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [L] 13-01-07 - #12
RE-ESTABLISHING FOUR (4) PETTY CASH FUNDS FOR CURRENT YEAR

BE IT RESOLVED by the Township Council that, pursuant to approval previously given by the Director, Division of Local Government Services, the following Petty Cash Funds be and the same are hereby established for the year 2013 and that the Clerk and Treasurer be and they are hereby authorized and directed to issue checks payable to the said Petty Cash accounts in the amounts respectively listed:

- Municipal Alliance Coordinator - \$100.00
- Township Clerk - \$250.00
- Recreation Director - \$250.00
- Police Department - \$500.00

and, BE IT FURTHER RESOLVED that the within authorized Petty Cash funds may, from time to time, be replenished as funds are expended therefrom; and

BE IT FURTHER RESOLVED that claims be honored for payment from the within-authorized Petty Cash Funds only up to the following respectively listed maximum amounts per claim:

- Municipal Alliance Coordinator - \$35.00 per claim
 - Township Clerk - \$25.00 per claim
 - Recreation Director - \$50.00 per claim
 - Police Department – No Maximum
- *****

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Fixing 2013 Holidays – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [M] 13-01-07 -#13
FIXING HOLIDAYS FOR CURRENT YEAR

BE IT RESOLVED by the Township Council of the Township of Little Falls that the official holidays for 2013 be and they are hereby fixed as follows:

- | | |
|------------------|---|
| New Year's Day | General Election Day |
| Presidents' Day | Columbus Day |
| Good Friday | Veterans's Day |
| Memorial Day | Thanksgiving Day |
| Independence Day | Day after Thanksgiving |
| Labor Day | Christmas Day |
| | One-half of last work day preceding
Christmas Day and New Year's Day |
- *****

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Fixing interest rates for nonpayment of taxes or assessments – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [N] 13-01-07 - #14

FIXING INTEREST RATES FOR NONPAYMENT OF TAXES OR ASSESSMENTS and AUTHORIZING ISSUANCE OF, AND FIXING FEE FOR, DUPLICATE CERTIFICATES IN EVENT OF LOSS OR DESTRUCTION OF THE ORIGINAL and AUTHORIZING TAX COLLECTOR TO PROCESS ANY PROPERTY TAX REFUNDS OF LESS THAN \$10.00 AND CANCEL ANY PROPERTY TAX REFUNDS OR DELINQUENCIES OF LESS THAN \$10.00

WHEREAS, NJSA 54:4-67 permits the governing body of each municipality to fix the rate of interest to be charged for nonpayment of taxes or assessments subject to any abatement or discount for the late payment of taxes as provided by law; and

WHEREAS, NJSA 54:4-67 has been amended to permit the fixing of said rate of 8% per annum on the first \$1,500 of the delinquency and 18% per annum on any amount in excess of \$1,500 and allows an additional penalty of 6% to be collected against any delinquency, including tax sale redemption liens, in excess of \$10,000 on properties that fail to pay the delinquency prior to the end of the calendar year; and

WHEREAS, NJSA 40A:5-17.1, as amended permits the governing body to authorize a municipal employee to process without further action on the part of the governing body, any property tax refund of less than \$10.00 and to cancel any property tax refund or delinquency of less than \$10.00; and

WHEREAS, NJSA 54:5-26 was amended to replace the current phrase "set of notices" with the word "notice". This change clarifies that the cost of mailing a notice of tax sale, by either regular or certified mail, to each interested party may not exceed \$25 for each notice, or mailing, for a particular property. The cost of mailing shall be added to the cost of the tax sale in addition to those provided in NJSA 54:5-38.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Little Falls as follows:

1. The Tax Collector is hereby authorized and directed to charge 8% per annum on the first \$1,500 of taxes becoming delinquent after due date; 18% per annum on any amount of taxes in excess of \$1,500 becoming delinquent after the due date; and, if any delinquency, including tax sale redemption lien, is in excess of \$10,000 and remains in arrears beyond December 31st of each year, an additional penalty of 6% shall be charged against such delinquency.

2. A ten (10) day grace period for quarterly payments shall be in effect for 2013.

3. Any payments not made in accordance with paragraph 2. of this resolution shall be charged interest from the due date as set forth in paragraph 1 of this resolution.

and, BE IT FURTHER RESOLVED that the Tax Collector be and she is hereby authorized and directed to issue a Duplicate Tax Sale Certificate in the event the original is lost or destroyed, provided that:

1. The Tax Collector shall obtain an affidavit from the person shown as owner of the lost certificate verifying that he is and was the owner; that he has lost the certificate or that it has been destroyed; and that he has not transferred or otherwise assigned the certificate.

2. The Tax Collector shall provide a copy of the affidavit to be attached to the resolution authorizing issuance of the duplicate certificate.

and, BE IT FURTHER RESOLVED that the Tax Collector be and she is hereby authorized and directed to charge the following fees for the services respectively shown:

For duplicate copies of tax bills - \$5.00 per copy for first duplicate
\$25.00 for each subsequent duplicate bill in same calendar year

For returned checks - \$20.00 per check

For duplicate copy of a lost or destroyed tax sale certificate - \$100

For each notice - \$25 per set in lieu of two normal lien advertisement Publications

and, BE IT FURTHER RESOLVED that the Tax Collector be and she is hereby authorized to process any property tax refund of less than \$10.00 and cancel any property tax refund or delinquency of less than \$10.00 without further action on the part of the governing body.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Authorizing sale of tax liens in 2013 on property in arrears as of 11/11/12 & authorize notice by mail in lieu of two publications thereof – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [O] 13-01-07 - #15
AUTHORIZING SALE OF TAX LIENS IN 2013 ON PROPERTY IN ARREARS
AS OF NOVEMBER 11 OF THE PRIOR CALENDAR YEAR
AND AUTHORIZING NOTICE OF TAX SALE BY MAIL
IN LIEU OF TWO PUBLICATIONS OF NOTICE THEREOF

WHEREAS, C 99, PL '97 has amended R.S. 54:5-19 to permit a municipality, by resolution, to authorize sale of tax liens on property in tax arrears as of November 11 of the prior calendar year; and

WHEREAS, C 99, PL '97 has amended R.S. 54:5-26 to permit substitution of notice by regular or certified mail for any two of the required publications in a newspaper in general circulation in the municipality; and

WHEREAS, C 99, PL '97 has amended R.S. 54:5-26 to require addition of the cost of such mail notices to the costs of sale in an amount not to exceed \$25.00 for each notice as defined in the statute;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Little Falls as follows:

1. The Tax Collector is hereby authorized and directed to hold in the current calendar year a sale of unpaid tax liens, or any unpaid municipal lien or part thereof on real property, found to be in arrears as of November 11 of the prior calendar year.
2. In lieu of any two publications, notice by Regular Mail shall be made to the property owner and to any person or entity entitled to notice of foreclosure pursuant to Section 20 of PL 1948, C. 96 (C.54:5-104.48).
3. The cost of postage, paper and copying for such mailings shall be added to the costs of sale in addition to those provided in R.S. 54:5-38.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Requiring Bank Certified Check for redemption of tax liens – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [P] 13-01-07 - #16
REQUIRING BANK CERTIFIED CHECK FOR REDEMPTION OF TAX LIENS

BE IT RESOLVED by the Township Council of the Township of Little Falls that the Tax Collector be and she is hereby authorized and directed to accept only BANK CERTIFIED CHECKS for redemption of tax liens.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Fixing service charges for returned checks on any municipal account – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [Q] 13-01-07 - #17
FIXING SERVICE CHARGES FOR RETURNED CHECKS ON ANY MUNICIPAL ACCOUNT

BE IT RESOLVED by the Township Council of the Township of Little Falls that, pursuant to C. 105, P.L. 1990, a service charge of \$20 be added to any account owing to the municipality if payment was tendered on the account by a check or other written instrument which was returned for insufficient funds; and

BE IT FURTHER RESOLVED that in the case of accounts owing to the Township for a tax or special assessment, the service charge authorized by the within Resolution shall be included on whatever list of delinquent accounts is prepared for enforcement of the lien; and

BE IT FURTHER RESOLVED that the service charge authorized by the within Resolution be collected in the same manner prescribed by law for the collection of the account for which the check or other written instrument was tendered; and

BE IT FURTHER RESOLVED that all resolutions or parts of resolutions which are inconsistent with the provisions of this Resolution be and they are hereby rescinded to the extent of such inconsistency.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Establishing authorization procedures for payment of vouchered claims – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [R] 13-01-07 - #18
FIXING AUTHORIZATION PROCEDURES FOR PAYMENT OF VOUCHERED CLAIMS

BE IT RESOLVED by the Township Council of the Township of Little Falls that the Mayor, Clerk and Treasurer be and they are hereby authorized and directed to accept and process for payment any voucher signed as approved by the respective Board, Commission or Department Head whose appropriation is to be charged; and duly signed by at least two of the three members of the Finance Committee; and

BE IT FURTHER RESOLVED that the Mayor, Clerk and Treasurer be and they are hereby authorized and directed to sign checks in payment of vouchers authorized as herein described.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Fixing Public Office Hours of Tax Collector's Office – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [S] 13-01-07 - #19
FIXING PUBLIC OFFICE HOURS OF TAX COLLECTOR'S OFFICE

BE IT RESOLVED by the Township Council of the Township of Little Falls that the public office hours of the Tax Collector's Office for collection purposes be and they are fixed as follows:

Daily: 8 a.m. to 4:00 p.m.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Requiring Physical Examination for All Newly Hired Employees – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

**RESOLUTION [T] 13-01-07 - #20
REQUIRING PHYSICAL EXAMINATION FOR ALL NEWLY HIRED EMPLOYEES**

BE IT RESOLVED, by the Township Council of the Township of Little Falls, that all new employees being hired by the Township, whether permanently or temporarily, for any department or division whatsoever, except for the Recreation Division’s summer counselors, shall be administered a physical examination, by a State of New Jersey licensed physician in good standing, within fourteen (14) calendar days of the date of hire, with the cost of said physical examination to be paid solely by the new employee. The physical examination shall include, but shall not be limited to, the following medical testing, based upon the position being filled :

- CBC and SMAC Blood Tests, Urinalysis, Pulmonary Function Test, EKG and Chest X-Rays, Lumbosacral X-Rays (for Police Division Bargaining Unit Employees and Public Works Division Employees only)

BE IT FURTHER RESOLVED, in the event that the newly hired employee shall have, within the prior sixty (60) days, received a duplicate examination, in whole or in part, then the Township at its sole discretion may, after reviewing the relevant medical records, accept the results of the earlier examination and elect to forego elements of the medical examination provided for herein, either in whole or in part; and

BE IT FURTHER RESOLVED that the Township’s Physician, Joseph T. Farnese, M.D., shall be the Police Medical Administrator, unless the Township Counsel shall by formal resolution specify an additional or replacement medical provider; and

BE IT FURTHER RESOLVED that all such examinations shall include drug testing, and in view of the fact that all such new employees shall be on a probationary status as employees of the Township, any confirmed positive drug testing results shall be grounds for the immediate dismissal of any such newly hired employee; and

BE IT FURTHER RESOLVED that the within resolution shall be re-adopted annually at the Township’s Reorganization Meeting, or as soon as practicable thereafter, for the ongoing guidance of the Township’s staff, until such time as the Township Council shall elect to alter, expand, eliminate or otherwise modify the policy implemented herein.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Appointing Recycling Coordinator, authorizing Tonnage Grant application – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

**RESOLUTION [U] 13-01-07 - #21
AUTHORIZING FILING OF TONNAGE GRANT APPLICATION**

WHEREAS, the Mandatory Source Separation and Recycling Act, P.L. 1981, c. 278, has established a Recycling fund from which tonnage grants may be made to municipalities in order to encourage local source separation and recycling programs; and

WHEREAS, it is the intent and spirit of the Mandatory Source Separation and Recycling Act to use the tonnage grants to develop new municipal recycling programs and to continue and expand existing programs; and

WHEREAS, the New Jersey Department of Environmental Protection has promulgated recycling regulations, N.J.A.C. 14A:6-1 et seq., to implement the Mandatory Source Separation and Recycling Act; and

WHEREAS, the recycling regulations imposed on municipalities certain requirements as a condition for applying for tonnage grants, including, but not limited to, making and keeping accurate, verifiable records of materials collected and claimed by the municipality; and

WHEREAS, a resolution authorizing this municipality to apply for the 2013 Recycling Tonnage Grant will memorialize the commitment of this municipality to recycling and indicate the assent of the Township Council to the efforts undertaken by the municipality and the requirements contained in the Recycling Act and recycling regulations;

WHEREAS, Phil Simone is designated the individual authorized to ensure that the application is properly completed and timely filed;

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Little Falls that the Township of Little Falls hereby endorses the submission of a Municipal Recycling Tonnage Grant Application to the New Jersey Department of Environmental Protection, Office of Recycling.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Appointing Public Agency Compliance Office (PACO) – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

**RESOLUTION [V] 13-01-07 - #22
APPOINTING PUBLIC AGENCY COMPLIANCE OFFICER**

BE IT RESOLVED by the governing body of the Township of Little Falls that William E. Wilk be and is hereby appointed Public Agency Compliance Officer for the Township of Little Falls.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
Nays: None

The Council President declared the motion passed.

Designating Herald & News as Official Newspaper – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

**RESOLUTION [W] 13-01-07- #23
DESIGNATING OFFICIAL NEWSPAPER**

BE IT RESOLVED by the governing body of the Township of Little Falls that the North Jersey Herald & News

be and the same is hereby designated the official newspaper for 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Fixing Meeting dates for current year – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [X] 13-01-07 - #24
 FIXING TOWNSHIP COUNCIL MEETING SCHEDULE

BE IT RESOLVED by the Township Council of the Township of Little Falls that the following be and is hereby established as the Township Council meeting schedule for the year 2013:

Meetings of the TOWNSHIP COUNCIL shall be held at 7:30 p.m. in the Municipal Building, 225 Main Street, Little Falls, N.J., as follows:

REGULAR MEETINGS

January 14, 2013	July 8, 2013
January 28, 2013	August 12, 2013
February 11, 2013	September 9, 2013
February 25, 2013	September 23, 2013
March 11, 2013	October 7, 2013
March 25, 2013	October 21, 2013
April 8, 2013	November 4, 2013
April 22, 2013	November 18, 2013
May 6, 2013	December 9, 2013
May 20, 2013	December 23, 2013
June 10, 2013	

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Re-fix policy re positive drug/alcohol results on CDL driver tests – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [Y] 13-01-07 - #25
 FIXING TOWNSHIP RESPONSE AND ACTION POLICY
 IN EVENT OF POSITIVE EMPLOYEE BLOOD-ALCOHOL OR DRUG TEST RESULTS

BE IT RESOLVED by the Township Council of the Township of Little Falls that the attached summary tabulation of Recommendations by the Public Works Superintendent, which comply with the Federal guidelines administered by NJDOT, be and it is hereby adopted as the Township's response and action policy in the event of the within positive blood-alcohol-level readings and/or verified positive drug test for any Township- employed CDL driver, subject to its augmentation by such additional provisions as are required by law; and

BE IT FURTHER RESOLVED that in event of a Township-employed CDL driver refusing random or post-accident testing the penalties therefor shall be the same as the penalties provided for Post-Accident blood alcohol readings of .02-.039 or verified positive drug test.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Establishing policy for public-portion, public-hearing speakers – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [Z] 13-01-07- #26
 GOVERNING MAXIMUM PERMISSIBLE TIME PER SPEAKER DURING
 PUBLIC PORTION AND PUBLIC HEARINGS AT TOWNSHIP COUNCIL MEETINGS

BE IT RESOLVED by the Township Council of the Township of Little Falls that the following policy be and is hereby established for conduct of the Public Portion and Public Hearings at all Regular and Special Township Council meetings:

1. Except as provided in items 4 and 5 below, any member of the public wishing to address the Township Council during the Public Portion of a meeting shall be allotted a period of time not to exceed three (3) minutes total for the evening, regardless of the number of subjects the speaker addresses at any one meeting.
2. To simplify timekeeping, members of the public shall not leave and return to the microphone but shall include all topics they wish to cover, other than agenda items already listed for public hearing, in a single address to the Township Council, except as provided in items 4 and 5.
3. Any member of the public wishing to address the Township Council during a public hearing on any scheduled agenda matter including, but not limited to, public hearings on pending Township ordinances, shall be allotted a period of time not to exceed three (3) minutes total, except as provided in items 4 and 5 below.
3. Any member of the public wishing to address both unscheduled and agenda matters at a single meeting shall be heard on unscheduled matters during the Public Portion and on agenda items at the publicly-announced appropriate time, but shall be limited to a total of three (3) minutes on all subjects.
5. At the discretion of the Council President, or any other Township Council member presiding in the Council President's absence, an additional two (2) minutes may be allotted to a member of the public, for a total not to exceed five (5) minutes for any one speaker during any one meeting.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Adopt NJIIF-Required Standard Tort Claim Act Notice Forms – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [AA] 13-01-07 - #27
 APPROVING AND ADOPTING THE STANDARD TORT CLAIM ACT NOTICE FORMS
 REQUIRED BY THE NEW JERSEY INTERGOVERNMENTAL INSURANCE FUND

WHEREAS, the Township of Little Falls is a member of the New Jersey Intergovernmental Insurance Fund ("NJIIF"); and
 WHEREAS, the NJIIF has determined that it is reasonable and necessary to develop a standard form and procedure by which persons are required to notify members of the NJIIF ("Members") of claims which arise under the authority of N.J.S.A. 59:1-1 et seq. ("Tort Claims Act"); and
 WHEREAS, the Tort Claims Act at N.J.S.A. 59:8-6 authorizes Members of the NJIIF to develop and adopt forms specifying information to be contained in claims filed against them or their employees and which forms claimants are required to complete and submit in order to perfect their notification obligations under the Tort Claims Act; and

WHEREAS, for purposes of developing a uniform system for investigating and responding to potential claims, the NJIIF is requiring that its Members adopt a standard cover letter and claim notification form to be used by the Members in matters arising under the Tort claims Act.

NOW, THEREFORE, BE IT RESOLVED by the Municipal Council of the Township of Little Falls that the Township does hereby approve and adopt for its use the standard cover letter and notice forms prepared by the NJIIF, attached hereto as Exhibit A, which forms the Township will require all persons claiming injury or damage under the tort Claims Act to complete and return to the Township in order to perfect their notification requirements under the Act.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Fixing Rate for Officers Working for Private Entities – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [AA] 12-01-04 - #26
 FIXING RATE FOR OFFICERS WORKING FOR PRIVATE ENTITIES

WHEREAS, the Township Council has adopted an ordinance (#861/875) providing for assignment of police officers to work for private entities; and
 WHEREAS, this ordinance provides that the private entity shall pay the Township in advance, an amount equal to the number of estimated hours of the assignment plus administrative fees; and
 WHEREAS, the ordinance further provides that the hourly fee for an officer, the hourly rate for use of a patrol car and the hourly administrative fee be determined annually;
 NOW THEREFORE BE IT RESOLVED, by the Township Council of the Township of Little Falls that the 2012 hourly base rate for police officers shall be \$65.08, with a double time rate (after 8 consecutive hours) of \$86.76, the hourly rate for a police car shall be \$6.00 and the hourly administrative fee shall be \$8.00.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Establishing Televised Township Council Meetings – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [CC] 13-01-07 - #29
 ESTABLISH TELEVISED LITTLE FALLS TOWNSHIP COUNCIL MEETINGS FOR 2013

WHEREAS, the Little Falls Township Council has discussed and expressed their support in open public meetings to televise regular and special Township Council meetings; and
 WHEREAS, it is in the public interest for the residents of Little Falls to be better informed about their local government by having access to televised Township Council meetings, thus enabling them to have a greater understanding of the issues being addressed by the Mayor and Council; and
 WHEREAS, televised Township Council meetings nurture a more informed public, thus providing more opportunities for residents to participate in their local government by enabling them to express their concerns, comments and questions to Township Officials; and
 WHEREAS, televised Township Council meetings will benefit some residents, and in particular those homebound, by providing access to Township Council meetings; and
 WHEREAS, televised Township Council meetings will provide the Mayor and Council better access to the public to make announcements pertinent to community interests on matter such as health, special meetings, events and other such important issues; and
 WHEREAS, televised Township Council meeting will enhance the Mayor and Council’s ability to govern more effectively with the input of a broader public viewpoint on Township matters;
 NOW, THEREFORE BE IT RESOLVED that the appended operating procedures for providing televised meetings be and they are hereby adopted by the Little Falls Township Council upon passage of this resolution.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Authorizing Contracts with Certain Approved State Contract Vendors for Contracting Unit Pursuant to N.J.S.A. 40A:11-12a – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [DD] 13-01-07 - #30
 AUTHORIZING CONTRACTS WITH CERTAIN APPROVED STATE CONTRACT VENDORS FOR CONTRACTING UNITS PURSUANT TO N.J.S.A. 40A:11-12a

Whereas, the Township of Little Falls, pursuant to N.J.S.A. 40A:11-12a and N.J.A.C. 5:34-7.29(c), may by resolution and without advertising for bids, purchase any goods or services under the State of New Jersey Cooperative Purchasing Program for any State contracts entered into on behalf of the State by the Division of Purchase and Property in the Department of the Treasury; and
Whereas, the Township of Little Falls has the need on a timely basis to purchase goods or services utilizing State contracts; and
Whereas, the Township of Little Falls intends to enter into contracts with the attached Referenced State Contract Vendors through this resolution and properly executed contracts, which shall be subject to all the conditions applicable to the current State contracts;
Now, Therefore, Be It Resolved, that the governing body of the Township of Little Falls authorizes the Purchasing Agent to purchase certain goods or services from those approved New Jersey State Contract Vendors on the attached list and any other approved State Contract Vendor that may be utilized throughout the year, pursuant to all conditions of the individual State contracts; and
Be It Further Resolved, that the governing body of the Township of Little Falls, pursuant to N.J.A.C. 5:30-5.5(b), the certification of available funds, shall either certify the full maximum amount against the budget at the time the contract is awarded, or no contract amount shall be chargeable or certified until such time as the goods or services are ordered or otherwise called for prior to placing the order, and a certification of availability of funds is made by the Chief Finance Officer; and
Be It Further Resolved, that the duration of the contracts between the Township of Little Falls and the Referenced State Contract Vendors shall be from January 1, 2011 to December 31, 2013.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None

The Council President declared the motion passed.

Increasing the Bid Threshold with a Qualified Purchasing Agent, Pursuant to N.J.S.A. 40A:11-3a and N.J.S.C. 5:34-5 et seq. – It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the Council approve the following:

RESOLUTION [EE] 13-01-07 - #31
 INCREASING THE BID THRESHOLD WITH A QUALIFIED PURCHASING AGENT, PURSUANT TO N.J.S.A. 40A:11-3a AND N.J.S.C. 5:34-5 et seq.

WHEREAS, the recent changes to the Local Public Contracts Law gave local contracting units the ability to increase their bid threshold up to \$36,000; and
 WHEREAS, N.J.S.A. 40A:11-3a, permits an increase in the bid threshold if a Qualified Purchasing Agent is appointed as well as granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent; and
 WHEREAS, Susan McKenna possesses the designation of Temporary Purchasing Agent as issued by the Local Finance
 Notice 2011-15, which reads in part: "If a QPA vacates the position, the appointing authority for the contracting unit may appoint, for
 one year from the date of the vacancy, a person who does not possess a QPA certificate as "temporary purchasing agent."; and,
 WHEREAS, the Township of Little Falls desires to take advantage of the increased bid threshold;
 NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Township of Little Falls in the County of
 Passaic, in the State of New Jersey hereby increases its bid threshold to \$36,000.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None
 The Council President declared the motion passed.

Establishing Rules of Conduct for Council Meetings – It was moved by Councilmember Fontana, seconded by
 Council President Vantuno, that the Council approve the following:

RESOLUTION [FF] 13-01-07 - #32

WHEREAS, the Little Falls Township Council wishes to establish rules of conduct for Council Meetings: and,
 WHEREAS, these regulations should apply to elected officials and the public alike,
 NOW, THEREFORE, BE IT RESOLVED, that the following code of conduct is hereby be established for all meetings of the Little Falls
 Township Council:

CONDUCT OF COUNCIL MEMBERS. Each member of the Council shall cooperate with the chair in preserving order and decorum, and no member shall, by conversation or otherwise, delay or interrupt the proceedings of the Council nor disturb any member while speaking or fail to abide by the orders of the Council or its President, except as specifically permitted by these rules.
CONDUCT OF PUBLIC. Any person who shall disturb the peace of the Council, make offensive or abusive remarks or conduct himself in a boisterous manner while addressing the Council shall be forthwith barred by the presiding officer from further audience before the Council, except that if the speaker shall submit to proper order under these rules, permission for him to continue may be granted by a majority vote of the Council.
 Failure by any member of the public to conform to proper order after being told to do so by the presiding officer shall be subject that person to possible removal by the Little Falls Police.

PUBLIC PORTION

It was moved by Councilmember Fontana, seconded by Council President Vantuno, that the meeting be and it was opened to the public.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None
 The Council President declared the motion passed.

No one having come forward to be heard, it was moved by Councilmember Rento, seconded by Councilmember Porter, that the meeting be and it was closed to the public.

Poll: Ayes: Fontana, Porter, Rento and President Vantuno
 Nays: None
 The Council President declared the motion passed.

TIME CAPSULE: 55 years and three months remain until the opening of the Time Capsule on April 2, 2068. The Time Capsule was buried in Memorial Park on Wilmore Road on April 2, 1968, in connection with the Centennial Celebration, the 100th Anniversary of the Township of Little Falls; and the then Township Committee directed that the Township Clerk shall, at each Organization Meeting of the Township’s governing body, insert in the Minutes a notation of the time remaining until it shall be opened.

There being no further business to come before the meeting, it was moved by Councilmember Fontana, seconded by Council President Vantuno, that the meeting be and it was adjourned at 7:50 p.m.

H A P P Y N E W Y E A R
