

TOWNSHIP COUNCIL WORKSHOP AGENDA

MONDAY, AUGUST 12, 2024

7:00 P.M.

SALUTE TO THE FLAG

STATEMENT OF PUBLIC NOTICE - TAKE NOTICE THAT ADEQUATE NOTICE OF THIS MEETING HAS BEEN 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 JANUARY 4, 2024. A COPY OF THE NOTICE WAS SENT TO THE NORTH JERSEY HERALD & 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.

A LINK AND A TELEPHONE NUMBER TO JOIN THE MEETING VIRTUALLY CAN BE ACCESSED ON THE TOWNSHIP WEBSITE AT WWW.LFNJ.COM. ELECTRONIC PROVISIONS HAVE BEEN ESTABLISHED FOR THE PUBLIC TO PARTICIPATE DURING THE PUBLIC COMMENT PORTION OF THE MEETING.

ROLL CALL

HEALTH DEPARTMENT REPORT BY HEALTH OFFICER JOHN BIEGEL

PUBLIC COMMENT - GENERAL MATTERS AND AGENDA ITEMS

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO THROUGH THE COUNCIL PRESIDENT. IT IS PREFERRED IF YOU GIVE YOUR NAME AND ADDRESS FOR THE RECORD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES, HOWEVER, IF APPROPRIATE, YOU MAY BE GRANTED ADDITIONAL TIME IN THE SOLE DISCRETION OF THE COUNCIL PRESIDENT.

MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIRTUALLY AND DESIRE TO PROVIDE COMMENT SHALL RAISE THEIR VIRTUAL HAND IN THE ZOOM APPLICATION. THE MEETING MODERATOR WILL QUEUE THE MEMBERS OF THE PUBLIC THAT WISH TO PROVIDE COMMENT AND THE COUNCIL PRESIDENT WILL RECOGNIZE THEM IN ORDER. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING BY CALLING IN MUST PRESS *6 TO MUTE AND UNMUTE THEMSELVES AND *9 TO RAISE THEIR HAND. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIA THE ZOOM APPLICATION MUST CLICK THE REACTIONS ICON AND THEN THE RAISE HAND ICON. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

ITEMS TO BE DISCUSSED:

MAYOR/ADMINISTRATOR:

1. RESOLUTION AUTHORIZING TOWNSHIP TO APPLY FOR FUNDS FROM THE NJDCA UNDER THE FY 2025 ROID GRANT PROGRAM
2. RESOLUTION RENEWING THE GROUP DENTAL BENEFITS PROGRAM
3. RESOLUTION DENYING APPLICATION OF CHELA'S RESTAURANT AND BAR, LLC FOR RENEWAL OF A PLENARY RETAIL CONSUMPTION LICENSE

ACTION ITEMS:

RESOLUTION AUTHORIZING THE TOWNSHIP TO APPLY FOR FUNDS FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS UNDER THE FY2025 RECREATIONAL OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES (ROID) GRANT PROGRAM [A]

RESOLUTION RENEWING THE GROUP DENTAL BENEFITS PROGRAM FOR ELIGIBLE EMPLOYEES AND THEIR COVERED DEPENDENTS THROUGH DELTA DENTAL OF NEW JERSEY, INC. [B]

RESOLUTION DENYING APPLICATION OF CHELAS RESTAURANT AND BAR, LLC FOR RENEWAL OF A PLENARY RETAIL CONSUMPTION LICENSE [C]

BILL LIST [D]

APPLICATIONS

RAFFLE, LITTLE FALLS FOOTBALL PARENT ASSOCIATION, OFF-PREMISE 50/50, 10/19/24, 6:00 P.M. - 6:30 P.M.

RAFFLE, PVRHS FOOTBALL CHEER PARENTS ASSOCIATION, ON-PREMISE DRAW RAFFLE, 11/24/24, 8:00 A.M. - 1:00 P.M.

RAFFLE, PVRHS FOOTBALL CHEER PARENTS ASSOCIATION, OFF-PREMISE 50/50, 11/24/24, 12:00 P.M.

NEW BUSINESS

INTRODUCTION OF ORDINANCE NO. 1497, AN ORDINANCE ENTITLED, "2024 LITTLE FALLS SALARY ORDINANCE", WITH A SECOND READING AND PUBLIC HEARING SCHEDULED FOR AUGUST 26, 2024.

COUNCIL TOPICS FOR DISCUSSION

PUBLIC COMMENT - AGENDA ITEMS ONLY

ANYONE WISHING TO ADDRESS THE TOWNSHIP COUNCIL MAY DO SO THROUGH THE COUNCIL PRESIDENT. IT IS PREFERRED IF YOU GIVE YOUR NAME AND ADDRESS FOR THE RECORD. COMMENTS ARE TO BE LIMITED TO THREE MINUTES, HOWEVER, IF APPROPRIATE, YOU MAY BE GRANTED ADDITIONAL TIME IN THE SOLE DISCRETION OF THE COUNCIL PRESIDENT.

MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIRTUALLY AND DESIRE TO PROVIDE COMMENT SHALL RAISE THEIR VIRTUAL HAND IN THE ZOOM APPLICATION. THE MEETING MODERATOR WILL QUEUE THE MEMBERS OF THE PUBLIC THAT WISH TO PROVIDE COMMENT AND THE COUNCIL PRESIDENT WILL RECOGNIZE THEM IN ORDER. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING BY CALLING IN MUST PRESS *6 TO MUTE AND UNMUTE THEMSELVES AND *9 TO RAISE THEIR HAND. MEMBERS OF THE PUBLIC WHO HAVE JOINED THE MEETING VIA THE ZOOM APPLICATION MUST CLICK THE REACTIONS ICON AND THEN THE RAISE HAND ICON. ONCE THE PROCESS IS COMPLETE, WE WILL RETURN TO THE REGULAR ORDER OF BUSINESS.

ADJOURN

RESOLUTION [A] 24-08-12 - # _____

TITLE: RESOLUTION AUTHORIZING THE TOWNSHIP TO APPLY FOR FUNDS FROM THE NEW JERSEY DEPARTMENT OF COMMUNITY AFFAIRS UNDER THE FY2025 RECREATIONAL OPPORTUNITIES FOR INDIVIDUALS WITH DISABILITIES (ROID) GRANT PROGRAM
TOWNSHIP OF LITTLE FALLS, PASSAIC COUNTY, NJ

WHEREAS, there is a need to provide recreation and leisure services for individuals with disabilities in the Township of Little Falls; and

WHEREAS, the Recreational Opportunities for Individuals with Disabilities (ROID) Grant supports projects that will provide these services to people with disabilities in our community by offering the ROID Grant Program; and

WHEREAS, the Township of Little Falls wishes to provide individuals with disabilities in need these services being offered under this grant program; and

WHEREAS, the Township of Little Falls desires to submit a grant application to the Department of Community Affairs for the FY2025 Recreational Opportunities for Individuals with Disabilities Grant Program for approximately \$20,000; and

WHEREAS, the Township of Little Falls recognizes and accepts that the Department may offer a lesser or greater amount, therefore upon receipt of the grant agreement from the New Jersey Department of Community Affairs, does further authorize the execution of any such grant agreement; and also, upon receipt of the fully executed agreement from the Department, does further authorize the expenditure of funds pursuant to the terms of the agreement between the Township of Little Falls and the New Jersey Department of Community Affairs.

NOW, THEREFORE BE IT RESOLVED by the Municipal Council of the Township of Little Falls that:

1. The Township of Little Falls authorizes the submission of the grant for funding; and
2. These funds will be used by the Little Falls Department of Recreation to provide services for individuals with disabilities; and
3. The Municipal Council approves the allocation of the required 20% matching funds for this grant opportunity, which will be provided by the Township of Little Falls .

Be it further resolved that the persons whose names, titles, and signatures appear below are authorized to sign the application and that they or their successors in said titles are authorized to sign the agreement, and any other documents necessary in connection therewith:

RESOLUTION [B] 24-08-12 - # _____

TOWNSHIP OF LITTLE FALLS

Passaic County, New Jersey

A RESOLUTION RENEWING THE GROUP DENTAL BENEFITS PROGRAM FOR ELIGIBLE EMPLOYEES AND THEIR COVERED DEPENDENTS THROUGH DELTA DENTAL OF NEW JERSEY, INC.

WHEREAS, the Township of Little Falls, hereinafter referred to as the Township, provides dental benefits coverage for eligible employees and their covered dependents as part of the comprehensive Employee Health Benefits Program; and

WHEREAS, the Township's Health Benefits Consultant, as a matter of due diligence, examined the plan usage, claims data and network utilization and further, engaged in active negotiations for the renewal of the Township's Dental Program, which currently consists of the Premier/Advantage and the PPO Plan, administered by Delta Dental of NJ, Inc. and,

WHEREAS, the Consultant was successful in negotiation in securing a renewal for the PPO Plan and the Premier/Advantage Plan, that:

- Provides a 24-month renewal with no increase in premium over expiring, and
- Provides for all coverages/benefits to remain unchanged from the expiring respective plans.

NOW, THEREFORE BE IT RESOLVED, the Mayor and Council of the Township of Little Falls, County of Passaic, State of New Jersey, hereby authorize the renewal of the dental benefits contract with Delta Dental of New Jersey for the period **July 1, 2024** through **June 30, 2026**; and

BE IT FURTHER RESOLVED, the Governing Body does hereby authorize and affirm the implementation of this renewal, which maintains the current plan design and level of benefits; thereby ensuring the moral and contractual obligation of the Township; and

BE IT FURTHER RESOLVED, the contract award for the insurance component of the Renewal Proposal is to a duly licensed and admitted Insurance Company within the State of NJ and therefore, such award is exempt from the requirements set forth by P.L. 2004, Chapter 19 (as amended by P.L. 2005, c.51) N.J.S.A.19:44A-20.5 et seq.

BE IT FURTHER RESOLVED, the Township Administrator is hereby authorized and directed to execute the renewal documents in accordance with the existing terms and conditions of the Agreement with the renewal rate provisions, as promulgated herewith; and

BE IT FURTHER RESOLVED, a certified copy of this Resolution shall be forwarded to PIA Security Programs, A Division of World Insurance Associates, LLC, 429 Hackensack Street, P.O. Box 818 Carlstadt NJ, Health Benefits Consultant to the Township, the Township Chief Financial Officer and Municipal Auditor.

Adopted this day: _____, 2024

ATTEST:

Mayor

Municipal Clerk

RESOLUTION [C] 24-08-12 - # _____

RESOLUTION DENYING APPLICATION OF CHELA'S RESTAURANT AND BAR, LLC
FOR RENEWAL OF A PLENARY RETAIL CONSUMPTION LICENSE

WHEREAS, Chela's Restaurant and Bar, LLC has made an application for the 2024-2025 renewal term of Plenary Retail Distribution License No. 1605-33-005-011); and

WHEREAS, the Little Falls Township Clerk has received a letter of denial from the Little Falls Township Chief of Police on said application setting forth ongoing issues of the applicant's inability to provide information sufficient to complete a proper background investigation, with numerous items requested not being supplied.

NOW, THEREFORE, BE IT RESOLVED by the Township Council of the Township of Little Falls, County of Passaic, that the application of renewal of a Plenary Retail Consumption License No. 1605-33-005-011 by Chela's Restaurant and Bar, LLC be and is hereby denied.

APPROVED: _____

cc: Chela's Restaurant and Bar, LLC
Police Department
Township Attorney
NJ ABC
File

**TOWNSHIP OF LITTLE FALLS
COUNTY OF PASSAIC NEW JERSEY**

ORDINANCE NO. 1497

**2024 LITTLE FALLS SALARY ORDINANCE
SCHEDULE "A"**

Section 1.-OFFICERS AND EMPLOYEES

Title

Full Time Employees:

Salary Range/ Amount

| | |
|--|------------------------|
| Administrator | \$150,000 - \$170,000 |
| Assistant Business Administrator | \$90,000 - \$125,000 |
| Township Clerk/Assessment Search Officer/Reg. of Vital Statistics | \$65,000 - \$130,000 |
| Township Clerk's Office/ Alt. Registrar/Bd. Of Health Secretary | \$35,000 - \$80,000 |
| Deputy Clerk/Payroll Supervisor/Deputy Registrar of Vital Statistics | \$60,000- \$90,000 |
| Assistant to the Chief Financial Officer | \$35,000 - \$75,000 |
| Deputy Chief Financial Officer | \$60,000 - \$105,000 |
| Executive Assistant to the Mayor | \$35,000 - \$65,000 |
| Administrative Assistant | \$35,000 - \$65,000 |
| Tax Collector /Tax Search Officer | \$75,000 - \$115,000 |
| Administrative Assistant/ Tax Assessor Office | \$25,000 - \$50,000 |
| Construction Code Official/Fire Sub-Code Official/Fire Official | \$95,000 – 130,000 |
| Code Enforcement Officer | \$ 50,000 - \$80,000 |
| Technical Assistant Construction Office | \$ 30,000 - \$48,400 |
| Administrative Assistant/ Construction Office | \$39,000-\$46,000 |
| Fire Prevention Inspector/Code Enforcement Officer | \$60,000-\$75,000 |
| Administrative Assistant/ Fire Prevention Bureau | \$40,000 - \$60,000 |
| Court Administrator/Violations Clerk | \$ 65,000 - \$95,000 |
| Dep. Court Administrator/Dep. Violations Clerk | \$ 45,000 - \$65,000 |
| Public Works Manager/Superintendent, DPW | \$100,000 - \$140,000 |
| DPW Secretary/Assistant to Recycling Coordinator | \$35,000 - \$50,000 |
| Police Chief | \$200,000 - \$250,000 |
| Police Captain | \$ 195,000 - \$215,000 |
| Supervising Communications Officer | \$70,000 - \$95,000 |
| Police Records Clerk/Administrative Clerk | \$40,000 - \$70,000 |
| Police Administrative Assistant | \$40,000--\$70,000 |
| Recreation Director | \$95,000 - \$110,000 |
| Assistant Recreation Director | \$50,000 - \$65,000 |
| Assistant to Recreation Director | \$30,000- \$45,000 |

Permanent Part Time Salary Employees:

| | |
|--|-----------------------|
| Mayor | \$7,500 – 10,000 |
| Council Members | \$3,000 – 5,000 |
| Certified Municipal Finance Officer /Treasurer/QPA | \$50,000 - \$75,000 |
| Fire Official, Bureau of Fire Prevention | \$9,100 - \$15,100 |
| Emergency Management Coordinator | \$10,000.00 -\$12,000 |
| Deputy Emergency Management Coordinator | \$5,000.00- \$7,500 |
| EMS Coordinator | \$45,000- \$65,000 |
| Tax Assessor | \$25,000 - \$40,000 |
| Judge, Municipal Court | \$34,025 - \$56,700 |
| Prosecutor | \$20,000 – 30,000 |
| Building Sub-Code Official | \$18,000 -\$30,000 |
| Electrical Sub-Code Official | \$18,000 - \$30,000 |
| Plumbing Sub-Code Official | \$18,000 - \$30,000 |
| Secretary, Planning Board | \$4,000 - \$7,000 |
| Municipal Alliance Coordinator | \$7,500 |
| Clean Communities Coordinator | \$7,500 |
| Recycling Coordinator | \$5,000 |
| Safety Officer DPW | \$2,500 |
| CRS Coordinator | \$7,500 |
| Planning Administrator | \$7,500 |

Permanent Part Time Hourly Employees:

| | |
|--|-------------------|
| Administrative Assistant | \$16.50 – \$25.00 |
| Police Department Administrative Clerk | \$15.13 - \$20.00 |
| Administrative Clerk | \$15.13-\$18.75 |

HOURLY EMPLOYEES

| | |
|---|-------------------|
| P/T Courtroom Security Attendant | \$15.13 - \$22.00 |
| P/T Fire Prevention Inspector, Bureau of Fire Prevention | \$21.00 - \$35.00 |
| P/T Laborer | \$15.13 - \$18.00 |
| P/T Temporary Skilled Worker, depending on Qualifications | \$15.13 - \$50.00 |
| P/T Temporary Unskilled Worker | \$15.13 - \$17.00 |
| P/T Recreation Building Supervisors | \$15.13 - \$17.00 |
| P/T Communications Officers | \$18.00 - \$24.00 |
| P/T Clerical and Secretarial | \$15.13 - \$20.00 |
| P/T EMT's | \$15.13- \$18.00 |
| P/T School Crossing Guard | \$17.99 - \$22.00 |
| Seasonal DPW Worker | \$15.13 – \$17.00 |
| Parking Enforcement Officer | \$15.13 - \$18.00 |

Section 2. –COLLECTIVE BARGANNING AGREEMENTS

Salaries and compensation provisions negotiated through the current Collective Bargaining Agreements for the Teamsters Local 97 DPW , the Little Falls PBA Local 346 and Public Safety Telecommunicators FMBA Local 459 are made apart of this ordinance. Employees covered by their respective Collective Bargaining Agreement shall be paid salary and compensation in accordance with those duly executed and approved agreements. All other provisions related to employees are incorporated herein from the Township’s Personnel Policy Manual.

Section 3. –LONGEVITY

Longevity has been eliminated for all employees hired after January 1, 1997.

Section 4. OVERTIME and KEY EMPLOYEE VACATION

The following provisions of the within ordinance are subject to the provisions of any applicable Federal or State statute; and to the provisions of any applicable collective bargaining agreements.

- a. Key employees: The following employees, when employed full-time, are considered exempt key employees and designated management of their departments: Township Administrator, Township Clerk, Chief Municipal Finance Officer, Construction Code Official, Superintendent of Public Works, Deputy Superintendent of Public Works, Tax Collector, Tax Assessor, Court Administrator and Police Chief. Key employees shall not receive overtime, nor any regimented compensatory time off in lieu of overtime but shall be paid on an annual salary as authorized by the Mayor.
- b. In lieu of overtime or compensatory time off they shall receive an additional vacation week annually. Overtime may be paid to key employees if an emergency is declared, and the Key Employee obtains authorization from the Mayor to work during the emergency.
- c. Non-key employees: Overtime pay may be paid to or compensatory time off may be given to non-key employees; however, compensatory time must be used within the same year and may not be carried over. Compensatory time shall commence only after the employee has worked the prescribed work week. Authorized compensatory time shall be computed at one and one-half (1½) times the hourly rate.

The hourly rate for overtime shall be computed by dividing the annual rate of pay by the number of hours in the employee’s prescribed work year. In the case of a forty-hour work week, the employee shall be paid time and one-half after the full forty hours have been worked. For employees working a thirty-five-hour week, compensation shall be at straight time for the first five hours of overtime worked; the time and one-half provisions shall take effect only after the full forty hours have been worked.

- d. Part-time employees: Part-time employees shall be paid overtime only when in a particular week they work a number of hours which under provisions of Federal or State Law requires the payment of overtime.

Section 5.

Such deductions as may be required by law shall be made from the salaries and compensation as hereinabove set forth.

Section 6.

The Township Treasurer is hereby authorized to sign payroll checks. All Permanent employees shall be paid through the direct deposit payroll system established in the Township.

Section 7. HOLIDAYS

Permanent full-time officers and employees and permanent part-time Township officers and employees who are regularly scheduled to work twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, are entitled to the following paid Holidays:

- | | |
|---|------------------------|
| New Year’s Day | General Election Day |
| President's Day | Columbus Day |
| Good Friday | Veterans’ Day |
| Memorial Day | Thanksgiving Day |
| Emancipation Day | Day After Thanksgiving |
| Independence Day | Christmas Day |
| Labor Day | |
| One-half of the last workday preceding New Year’s Day and | |
| One-half of the last workday preceding Christmas Day | |

Permanent part-time Township officers and employees who are regularly scheduled to work less than twenty (20) hours or more weekly for twelve (12) months a year, whether paid on an annual salary basis or hourly basis, shall receive holiday leave on a prorated basis of ½ the full time accrual.

Section 8.

In addition to the holidays set forth in Section 7, all full-time employees and part-time full-year employees paid by annual salary shall be entitled to two (2) personal days off each year, except as may be provided by collective bargaining contract.

Section 9.

All ordinances or parts of ordinances inconsistent with this ordinance are hereby repealed.

Section 10.

This ordinance shall take effect immediately upon final passage by the Township Council, upon approval by the Mayor, and publication as required by law.

INTRODUCED: _____

PASSED AND ADOPTED: _____

Mayor James B. Damiano

ATTEST: _____
Township Clerk