

A Meeting of The Mayor and The Borough Council of The Borough of Glen Ridge was held on Monday, December 29, 2020 via teleconference due to the Public Health crisis Covid-19 at 9:30 a. m.

Mayor Patrick led the Council and the citizens in attendance in a Salute to the Flag and read a prepared statement that adequate notice of this meeting has been provided to the public as required by statutes.

Present: Councilors Hughes, Lisovicz Mans, Murphy, Law and Morrow

Absent: None

The following Borough Officers participated in the teleconference: Borough Administrator Michael Zichelli, Chief Sheila Byron-Lagattuta, Municipal Clerk Tara Ventola, and Borough Attorney Malyska.

Mayor Patrick suspended the regular order of business for the CDBG hearing.

Borough Administrator Michael Zichelli addressed the council and public and explained this was the second and final public hearing required to apply for and receive funding from the Community Development Block Grant. The Borough receives approximately \$40,000 in funding from this grant and the funds are used for ADA compliance for crosswalks during road jobs throughout the year.

The hearing was opened to the public. No one wished to be heard.

Mayor Patrick resumed the regular order of business.

Mayor Patrick called for the written communications.

No written communications were presented.

Mayor Patrick called for comments of the public.

No public comment was made.

RESOLUTION NO. 159-20

Offered by Councilor **HUGHES**
Seconded by Councilor **LISOVICZ**

BE IT RESOLVED, that the following Claims be approved, and Warrants be drawn for the same:

CURRENT FUND	\$2,755,598.64
FEDERAL & STATE GRANT FUND	\$0.00
GENERAL CAPITAL FUND	\$28,647.65
WATER OPERATING FUND	\$16,277.43
WATER CAPITAL FUND	\$206,327.88
POOL OPERATING FUND	\$0.00
POOL CAPITAL FUND	\$0.00
GENERAL TRUST FUND	\$8,033.26
PAYROLL AGENCY	\$53,155.21
STATE UNEMPLOYMENT INSURANCE TRUST FUND	\$0.00
DOG LICENSE / ANIMAL CONTROL TRUST FUND	\$0.00

and, **BE IT RESOLVED**, that the Chief Financial Officer / Treasurer of The Borough of Glen Ridge is hereby authorized to issue the payroll for the Employees of the Borough of Glen Ridge for the Pay Date Jan 1, 2021.

RECORDED VOTE:	Ayes		Nays		Abstained		Absent	
(Insert last name)	Hughes	Murphy	None		None		None	
	Lisovicz	Law						
	Mans	Morrow						

RESOLUTION NO. 160-20

Offered by Counselor **HUGHES**
 Seconded by Counselor **LISOVICZ**

CANCELLATION OF CURRENT FUND, WATER UTILITY & SWIMMING POOL UTILITY OPERATING BALANCES AND APPROPRIATION TRANSFERS

WHEREAS, it has been determined that proper fiscal budgetary practice requires cancellation of appropriations contained in the 2020 Current Fund, Water Utility, & Swimming Pool Utility.

BE IT RESOLVED, by the Mayor and Council of the Borough of Glen Ridge, in the County of Essex, New Jersey that the following appropriations in the 2020 Current Fund, Water Utility & Swimming Pool Utility Budgets be cancelled to Fund Balance and the Chief Financial Officer is directed to make the appropriate Journal Entries:

CURRENT FUND

Employee Health Insurance	20,000.00
Inspections of Buildings – Other Expenses	5,000.00
Inspections of Buildings – Salary and Wages	10,000.00
Street and Road Salaries and Wages	75,000.00
Garbage Collection	25,000.00
Capital Improvement Fund	<u>80,000.00</u>
Total Current Fund	\$ 215,000.00

SWIMMING POOL UTILITY

Swimming Pool Salaries and Wages	15,000.00
Swimming Pool – Debt Service Note Principal	<u>140,000.00</u>
Total Swimming Pool Utility	\$ 155,000.00

WATER UTILITY

Water Utility Salaries and Wages	20,000.00
Water Utility – Other Expenses	<u>80,000.00</u>
Total Swimming Pool Utility	\$ 100,000.00

BE IT FURTHER RESOLVED, that the following **APPROPRIATION TRANSFERS** be made in the 2020 Current Fund Budget effective December 29th, 2020:

	To	From
Financial Administration - Salary and Wages	100.00	
Shade Tree - Other Expenses	1,000.00	
Parks and Playgrounds - Salary and Wages		1,100.00
	1,100.00	1,100.00

RESOLUTION NO. 161-20

Offered by Councilor **HUGHES**
 Seconded by Councilor **MURPHY**

WHEREAS, the Mayor and Borough Council have determined that there is a need for personnel policies and procedures to ensure that employees and prospective employees are treated in a manner consistent with applicable Federal and New Jersey laws and regulations.

NOW, THEREFORE, BE IT RESOLVED, by The Mayor and Borough Council that the revised Employee Handbook dated December 22, 2020 is hereby adopted; and,

BE IT FURTHER RESOLVED, that these personnel policies and procedures shall apply to all Borough officials, appointees, employees, volunteers and independent contractors. In the event there is a conflict between these rules and any collective bargaining agreement, personnel services contract or Federal or State law, the terms and conditions of that contract or law shall prevail. In all other cases, these policies and procedures shall prevail; and,

BE IT FURTHER RESOLVED, that this handbook is intended to provide guidelines covering public service by Borough employees and is not a contract. The provisions of this manual may be amended and supplemented from time to time without notice and at the sole discretion of the Borough of Glen Ridge.

BE IT FURTHER RESOLVED, that the Borough Administrator and all managerial / supervisory personnel are responsible for these employment practices. The Chief Financial Officer and the Labor Attorney shall assist the Borough Administrator in the implementation of the policies and procedures in this manual.

RECORDED VOTE:	Ayes		Nays		Abstained		Absent	
(Insert last name)	Hughes	Murphy	None		None		None	
	Lisovicz	Law						
	Mans	Morrow						

RESOLUTION NO. 162-20

Offered by Councilor **LISOVICZ**
 Seconded by Councilor **MURPHY**

WHEREAS, The Glen Ridge Police Department has determined that there is a need to purchase a new 2020 Ford Interceptor Utility Vehicle; and,

WHEREAS, the purchase of goods and services by local contracting units is authorized by The Local Public Contracts Law, N.J.S.A. 40A:11-12; and,

WHEREAS, **Cherry Hill Winner Ford**, 250 Berlin Road, Cherry Hill, New Jersey 08034 has a cooperative purchasing agreement with the State of New Jersey Division of Purchasing Contract #88728; and,

WHEREAS, The Chief Finance Officer certified the availability of funds for this contract from the Police capital operating.

NOW, THEREFORE, BE IT RESOLVED that The Mayor and Council of the Borough of Glen Ridge, New Jersey does hereby approve the purchase of the new 2020 Ford Interceptor from Cherry Hill Winner Ford in the amount of **\$71,101.00**.

RECORDED VOTE:	Ayes		Nays		Abstained		Absent	
(Insert last name)	Hughes	Murphy	None		None		None	
	Lisovicz	Law						
	Mans	Morrow						

Councilor Lisovicz, Chair of the Public Safety Committee thanked all those who participated in the Santa parade and wished everyone a Happy New Year.

Councilor Mans, Chair of the Community Affairs and Public Relations Committee reported the virtual information session for the energy aggregate program will be held on January 26, 2021 at 6:00 PM.

RESOLUTION NO. 163-20

Offered by Counselor **MURPHY**
 Seconded by Counselor **MANS**

Whereas, The Borough of Glen Ridge is a participating municipality in The Essex County Community Development Block Grant (CDBG) Program; and,

Whereas, The Borough of Glen Ridge desires to request funding under the CDBG program year 2021.

Now therefore be it resolved, that the Mayor and the Borough Council of the Borough of Glen Ridge do hereby authorize the Director of Planning and Development to submit an application for funding under the Essex County Community Development Block Program for the following projects by priority number:

<u>Priority No.</u>	<u>Project</u>	<u>Funds Requested</u>
1	ADA Street Ramps	\$40,000

RECORDED VOTE:	Ayes		Nays		Abstained		Absent	
(Insert last name)	Hughes	Murphy	None		None		None	
	Lisovicz	Law						
	Mans	Morrow						

RESOLUTION NO. 164- 20

Offered by Councilor **MURPHY**
 Seconded by Councilor **MORROW**

WHEREAS, The Mayor and Council of the Borough of Glen Ridge sought to rehabilitate the Borough’s sanitary sewer at various locations; and,

WHEREAS, National Water Main Cleaning Company of 1806 Newark Turnpike, Kearny, New Jersey 07032 submitted the lowest responsible bid in the amount of **\$672,397.50**; and,

WHEREAS, through the course of the construction, it was determined an additional lining and rehabilitation was desired; and,

WHEREAS, the proposed change order has been reviewed and verified by the project engineer; and,

WHEREAS, the Chief Finance Officer has certified the availability of fund for this contract from the Capital Ordinance.

NOW, THEREFORE, BE IT RESOLVED, that a change order in the amount of **\$25,273.70** is hereby approved bringing the total project cost to **\$697,671.20**.

Net Total Change Orders	\$25,273.00
Contract Base Bid	\$672,397.50
Revised Contract Total	\$697,671.20

RECORDED VOTE:	Ayes		Nays		Abstained		Absent	
(Insert last name)	Hughes	Murphy	None		None		None	
	Lisovicz	Law						
	Mans	Morrow						

Councilor Law, Chair of the Parks and Recreation Committee reported that the Glen Ridge Field Improvement Committee has recently been formed to evaluate Borough Fields.

Councilor Morrow, Chair of the Planning and Development Committee, reported that Essex County is continuing to provide Covid-19 testing to county residents three days a week. Councilor Morrow also reminded everyone to continue to social distance throughout the remainder of the Holiday Season.

Borough Attorney, John Malyska wished everyone a Happy New Year.

Chief Byron-Lagattuta thanks Councilor Morrow for the information on the County wide Covid-19 testing. Chief Byron-Lagattuta also informed residents the County will soon be providing Covid-19 vaccination for all county residents in several locations of the next several months and encouraged anyone who wished to be vaccinated to look out for more information coming out soon. The Chief also thanked Recreation Director Jim Cowan for coordinating snow removal for the senior citizens in the last storm.

Mayor Patrick called for comments of the public.

No public comment was made.

On motion by Councilor Morrow, seconded by Councilor Murphy the meeting was adjourned.

The Council adjourned at 9:57 AM.

Respectfully submitted,

Tara Lyn Ventola
 Tara Lyn Ventola
 Municipal Clerk