

The Regular Meeting of The Mayor and The Borough Council of The Borough of Glen Ridge was held on Monday, August 14, 2023, in the Glen Ridge Municipal Building Council Chambers at 7:30 p. 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 Mans, Hughes, Lefkovits, Meyer and Morrow

Absent: Law

The following Borough Officers were present: Deputy Borough Administrator Erik DeLine, Lt. Gnardellis, Borough Clerk Tara Ventola and Borough Attorney Malyska.

It was moved by Councilor Morrow, seconded by Councilor Lefkovits, that the Minutes of the Meeting of The Mayor and Borough Council of The Borough of Glen Ridge that was held on July 10, 2023, be approved.

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

Mayor Patrick called for written communications.

The following written communications were presented:

An email from David Shaw of Willow Street stating how he is against the use of gas-powered leaf blowers and supports a ban on them.

An email from Sapna Chaudhary regarding the restricted access to George Washington Field for the field hockey program, and how it is affecting the program.

A letter from the NJ Department of Transportation announcing that applications for the 2024 Safe Routes to School Program are now being accepted.

Mayor Patrick called for comments of the public.

Eloise Kincade, Glen Ridge rising 5th grader and field hockey player, read a prepared statement regarding the lack of access to George Washington Field and requesting access to another turf field. She specifically noted why field hockey needs to be played on a turf field.

Deputy Administrator, Erik DeLine responded with an update of the interactions with Montclair and the existing contract for the shared use of George Washington Field.

Mayor Patrick stated the Borough will continue to attempt to work with Montclair as well as explore other options to gain more turf field time for players.

Gordon Leavitt of Hillside Avenue inquired about ordinances that regulate the maintenance of bushes blocking the public right of way. The Friends of the Library will be hosting a fall shredding day on October 28, 2023 from 9-1 at the Central School Parking lot. The Town-wide yard sale will be held on September 30th rain or shine. In 2024 the Kiwanis Club and the Friends of the Library will be hosting a Kenny Garrett concert in March and selected shorts program in May.

Sandra Lefkovits of Appleton Place sought an update to the proposed Air B&B ordinance.

Ray Donnelly of Madison Street reported high vegetation at the corner of Maolis and Hawthorne at Freeman Gardens. Many streets and sidewalk need vegetation control including some vacant properties in town. He suggested the Borough install turf at Hurrell Field. Mr. Donnelly thanked the GRPD for assisting in the funeral procession for the recovered WWII sailor.

Edward Hunter of Stonehouse Road gave his support for the banning of gas-powered leaf blowers.

Erik Matisoff also extended his support for a gas-powered leaf blower ban.

Roberta Baldwin noted that there are often 3-5 leaf blowers being used at a property.

Matthew Stratton of Hillcrest Road sought information about the parking near the High School.

A resident of Forest Avenue inquired about hydrant flushing specifically when left on by the fire department.

Erik Goldman of Lorraine Street offered his support for the ban on gas-powered leaf blowers.

Daniel Kirk of Baldwin Street also stated he was in support of a gas -powered leaf blower ban as the noise and pollution they give off are a quality-of-life issue.

RESOLUTION NO. 128-23

Offered by Councilor **MANS**
Seconded by Councilor **MEYER**

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

CURRENT FUND	\$6,013,063.32
FEDERAL & STATE GRANT FUND	\$2,452.60
GENERAL CAPITAL FUND	\$130,426.73
WATER OPERATING FUND	\$495,528.80
WATER CAPITAL FUND	\$0.00
POOL OPERATING FUND	\$21,856.61
POOL CAPITAL FUND	\$0.00
GENERAL TRUST FUND	\$2,241.84
PAYROLL AGENCY	\$72,010.29
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 of August 15 and Sept 1, 2023.

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

Ordinance No. 1788 an Ordinance appropriate capital improvement funds for various capital improvements and equipment; was presented for final reading. The Ordinance title was read by Councilor Mans. Municipal Clerk Ventola reported that the Ordinance has been published and posted as required by statutes. Mayor Patrick declared the meeting open for a public hearing on the Ordinance. No one wished to be heard on the Ordinance. Mayor Patrick declared the Public Hearing closed. It was moved by Councilor Mans, seconded by Councilor Meyer that Ordinance No. **1788** be finally adopted. The Motion was adopted by an aye and no vote.

Mayor Patrick declared that this Ordinance is finally adopted.

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

Ordinance No. 1793 an Ordinance appropriate grant funds for various capital improvements (roads); was presented for first reading. Councilor Mans moved that Ordinance No. **1793** be passed on first reading; the motion was seconded by Councilor

Lefkovits. Mayor Patrick referred the Ordinance to the Municipal Clerk for the purposes of statutory publication and posting.

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

Ordinance No. 1794 an Ordinance to appropriate grant funds for various capital improvements (roads); was presented for first reading. Councilor Mans moved that Ordinance No. **1794** be passed on first reading; the motion was seconded by Councilor Morrow. Mayor Patrick referred the Ordinance to the Municipal Clerk for the purposes of statutory publication and posting.

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

RESOLUTION NO. 129-23

Offered by Councilor **MANS**
 Seconded by Councilor **LEFKOVITS**

GOVERNING BODY CERTIFICATION OF THE ANNUAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions, and

WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a Registered Municipal Accountant with the Municipal Clerk pursuant to N.J.S.A. 40A:5-6, and a copy has been received by each member of the governing body; and,

WHEREAS, R.S. 52:27BB-34 authorizes the Local Finance Board of the State of New Jersey to prescribe reports pertaining to the local fiscal affairs; and,

WHEREAS, the Local Finance Board has promulgated N.J.A.C. 5:30-6.5, a regulation requiring that the governing body of each municipality shall by resolution certify to the Local Finance Board of the State of New Jersey that all members of the governing body have reviewed, as a minimum, the sections of the annual audit entitled “Comments and Recommendations, and,

WHEREAS, the members of the governing body have personally reviewed as a minimum the Annual Report of Audit, and specifically the sections of the Annual Audit entitled “Comments and Recommendations, as evidenced by the group affidavit form of the governing body attached hereto; and,

WHEREAS, such resolution of certification shall be adopted by the Governing Body no later than forty-five days after the receipt of the annual audit, pursuant to N.J.A.C. 5:30-6.5; and,

WHEREAS, all members of the governing body have received and have familiarized themselves with, at least, the minimum requirements of the Local Finance Board of the State of New Jersey, as stated aforesaid and have subscribed to the affidavit, as provided by the Local Finance Board, and

WHEREAS, failure to comply with the regulations of the Local Finance Board of the State of New Jersey may subject the members of the local governing body to the penalty provisions of R.S. 52:27BB-52, to wit:

R.S. 52:27BB-52: A local officer or member of a local governing body who, after a date fixed for compliance, fails or refuses to obey an order of the director (Director of Local Government Services), under the provisions of this Article, shall be guilty of a misdemeanor and, upon conviction, may be fined not more than one thousand dollars (\$1,000.00) or imprisoned for not more than one year, or both, in addition shall forfeit his office.

NOW, THEREFORE BE IT RESOLVED, That the Mayor and Council of Borough of Glen Ridge, hereby states that it has complied with N.J.A.C. 5:30-6.5 and does hereby submit a certified copy of this resolution and the required affidavit to said Board to show evidence of said compliance.

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

RESOLUTION NO. 130-23

Offered by Councilor
 Seconded by Councilor

MANS
MEYER

APPROVING THE CORRECTIVE ACTION PLAN FOR THE 2022 MUNICIPAL AUDIT

WHEREAS, N.J.S.A. 40A:5-4 requires the governing body of every local unit to have made an annual audit of its books, accounts and financial transactions; and
WHEREAS, the Annual Report of Audit for the year 2022 has been filed by a registered accountant with the Borough Clerk as per the requirements of N.J.S.A. 40A:5-6, a copy has been received by each member of the Governing Body; and
WHEREAS, in accordance with regulation promulgated by the Single Audit Act and the Division of Local Government Services, all municipalities are to prepare and submit to the Division of Local Government Services a Corrective Action Plan with regards to the municipal audit findings; and

WHEREAS, the Corrective Action Plan must be approved by formal resolution of the Mayor and Council;

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the Borough of Glen Ridge, as follows:

1. That the Corrective Action Plan, which is attached hereto, as it relates to the 2022 Municipal Audit is hereby approved; and
2. That the Borough Clerk shall forward one (1) certified copy of this resolution to the Division of Local Government Services.

**CORRECTIVE ACTION REPORT
BOROUGH OF GLEN RIDGE
2022 Audit Report**

Finding #1 Animal Control Fund:

Description: Animal control receipts and animal control licenses recorded in the monthly reports submitted to the State of New Jersey revealed an immaterial difference from the posting made in the software system. It was noted during testing that license numbers reported by the animal control department did not align with the sequential license numbers submitted to the State of New Jersey.

Analysis Animal Control Fund reports were not submitted to the State of NJ on a monthly basis. The reports were submitted by year end. Additionally, the internal records should be reconciled with the data submitted to the State of New Jersey.

Corrective Action The Municipal Clerk will review the submission of the Animal Control Fund monthly reports and take corrective action on any reconciliation differences prior to the submission each month. Reports will be submitted monthly to ensure accurate reporting.

Implementation Date August 2023

Finding #2 Purchase Order System:

Description Accounting practices prescribed by the Division of Local Government Services require the Borough expenses to follow an encumbrance accounting system. Purchase made prior to encumbrance of the funds can result in over expenditure of a budget line.

Analysis Transaction testing found purchases for which the invoice date was prior to the date of the purchase order. Occasionally, instances arise for which items must be purchased through verbal approval prior to entering into the formal requisition system. The need these types of approvals have been required due to the COVID pandemic and supply chain issues.

Corrective Action The Borough has widened its use of blanket purchase orders for reoccurring purchases and vendors. All purchases are reviewed prior to final expenditure of funds and the budget is monitored thoroughly to avoid over expenditures.

Implementation Date Ongoing

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

RESOLUTION NO. 131-23

Offered by Councilor **MANS**
 Seconded by Councilor **MORROW**

WHEREAS, there exists a need within the Borough for interim Tax and Water Collections services as well as general tax office support; and

WHEREAS, Battaglia Associates, LLC; 490 Ridgfield Terrace, Fairview, New Jersey is qualified in training and experience to provide such specialized services; and

WHEREAS, the Chief Financial Officer of the Borough of Glen Ridge has determined that the value of the contract may exceed \$17,500; and

WHEREAS, Battaglia Associates LLC has provided the Business Entity Disclosure Certification in accordance with the N.J.S.A. 19:44A-20.8 and completed Political Contribution Disclosure Form; and

WHEREAS, the Local Public Contracts Law (NJSA 40A:11-1 et seq.) requires that a Resolution authorizing the payment of such professional fees, without competitive bidding must be publicly advertised;

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Glen Ridge in the County of Essex as follows:

1. That the Borough Administrator is hereby authorized and directed to execute a Professional Services agreement with Battaglia Associates LLC to provide Tax and Water Collection services for the Borough at a rate of \$8,000 per month, not to exceed \$24,000 in total, as per proposal dated June 31, 2023 and the Chief Financial Officer has certified that funds are available within the 2023 municipal budget.
2. That this contract is made without competitive bidding as “professional services” under the provisions of the Local Public Contracts Law of the qualitative nature of the services to be performed.

3. That a notice of this resolution shall be published in Glen Ridge Paper as required by law.

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

Ordinance No. 1789 an Ordinance amend parking restrictions on designated streets was presented for final reading. The Ordinance title was read by Councilor Hughes. Municipal Clerk Ventola reported that the Ordinance has been published and posted as required by statutes. Mayor Patrick declared the meeting open for a public hearing on the Ordinance. No one wished to be heard on the Ordinance. Mayor Patrick declared the Public Hearing closed. It was moved by Councilor Hughes, seconded by Councilor Lefkovits that Ordinance No. **1789** be finally adopted. The Motion was adopted by an aye and no vote.

Mayor Patrick declared that this Ordinance is finally adopted.

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

Ordinance No. 1790 an Ordinance to permit parking on designated streets was presented for final reading. The Ordinance title was read by Councilor Hughes. Municipal Clerk Ventola reported that the Ordinance has been published and posted as required by statutes. Mayor Patrick declared the meeting open for a public hearing on the Ordinance. No one wished to be heard on the Ordinance. Mayor Patrick declared the Public Hearing closed. It was moved by Councilor Hughes, seconded by Councilor Mans that Ordinance No. **1790** be finally adopted. The Motion was adopted by an aye and no vote.

Mayor Patrick declared that this Ordinance is finally adopted.

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

RESOLUTION NO. 132-23

Offered by Councilor **HUGHES**
 Seconded by Councilor **MEYER**

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor & Borough Council approve the Division of Alcoholic Beverage Control application

submitted by **Women’s Club of Glen Ridge** for a **Social Affair Permit** for the fundraiser to be held on September 13, 2023 at the Women’s Club of Glen Ridge, 219 Ridgewood Avenue, Glen Ridge, New Jersey, 07028.

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

RESOLUTION NO. 133-23

Offered by Councilor **HUGHES**
 Seconded by Councilor **LEFKOVITS**

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor & Borough Council approve the Division of Alcoholic Beverage Control application submitted by **Kiwanis Club of Glen Ridge** for a **Social Affair Permit** for the fundraiser to be held on October 16, 2023 at the Women’s Club of Glen Ridge, 219 Ridgewood Avenue, Glen Ridge, New Jersey, 07028.

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

RESOLUTION NO. 134-23

Offered By Councilor **HUGHES**
 Seconded By Councilor **LEFKOVITS**

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor and Borough Council approves the **Raffle License** application for an **Off-Premise 50/50 Raffle** submitted by the **Banyan School** to be held on October 23, 2023 at 555 Ridgewood Avenue, Glen Ridge, New Jersey 07028.

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor and Borough Council approves the **Raffle License** application for an **On-Premise Merchandise Raffle** submitted by the **Banyan School** to be held on October 23, 2023 at 555 Ridgewood Avenue, Glen Ridge, New Jersey 07028.

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor and Borough Council approves the **Raffle License** application for an **On-Premise Merchandise Raffle** submitted by the **Banyan School** to be held on October 23, 2023 at 555 Ridgewood Avenue, Glen Ridge, New Jersey 07028.

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

Councilor Lefkovits, Chair of the Public Relations committee reported that the Library is moving forward with construction of new meeting and study spaces and bathroom renovation and the project has come in under bid.

Ordinance No. 1791 an Ordinance to amend Chapter 15.12 Zoning Compliance Certificate was presented for final reading. The Ordinance title was read by Councilor Morrow. Municipal Clerk Ventola reported that the Ordinance has been published and posted as required by statutes. Mayor Patrick declared the meeting open for a public hearing on the Ordinance.

The following spoke during the public hearing:

Ray Donnelly asked if these requirements were just for the sale of a home.

Greg Lane relayed some questions local realtors had regarding the sidewalk inspection and the water line replacement.

Resident of 20 Hillcrest Road inquired about the definition of uneven sidewalk heights and how subjective it can be and if there was any allowance for exemptions for historical elements of the house number being replaced.

A resident inquired about the sidewalk height alignment requirements.

Mayor Patrick declared the Public Hearing closed. It was moved by Councilor Morrow, seconded by Councilor Hughes that Ordinance No. **1791** be finally adopted. The Motion was adopted by an aye and no vote.

Mayor Patrick declared that this Ordinance is finally adopted.

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

Ordinance No. 1792 an Ordinance to amending, repealing and replacing Chapter 15.04 – Building Codes; was presented for final reading. The Ordinance title was read by Councilor Morrow. Municipal Clerk Ventola reported that the Ordinance has been published and posted as required by statutes. Mayor Patrick declared the meeting open for a public hearing on the Ordinance. No one wished to be heard on the Ordinance. Mayor Patrick declared the Public Hearing closed. It was moved by Councilor Morrow,

seconded by Councilor Meyer that Ordinance No. **1792** be finally adopted. The Motion was adopted by an aye and no vote.

Mayor Patrick declared that this Ordinance is finally adopted.

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

RESOLUTION NO. 135-23

Offered by Councilor **MORROW**
 Seconded by Councilor **MANS**

RESOLUTION APPOINTING DINA DESHAW AS A MEMBER OF THE GLEN RIDGE HISTORIC PRESERVATION COMMISSION

BE IT RESOLVED, that the Mayor’s appointment of **Dina DeShaw** as a Class C Member, Alternate #2 member of the **Glen Ridge Historic Preservation Commission** for the term expiring December 31st, 2026 is hereby approved and confirmed.

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

RESOLUTION NO. 136-23

Offered by Councilor **MORROW**
 Seconded by Councilor **LEFKOVITS**

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 Reprogramming program year 2023.

NOW THEREFORE BE IT RESOLVED, that the Mayor and the 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	\$61,313

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

Councilor Morrow, Chair of the Planning and Development Committee reported that the Greenway Outreach from NJDEP held initial public info sessions in Newark and several more sessions are planned.

Deputy Borough Administrator, Erik DeLine stated that the delayed water bills were just sent out.

Mayor Patrick called for comments of the public.

Raymond Donnelly commented that the Public Works new F450 was very nice. He is unsure of his stance on the proposed Air B&B regulations, suggested nonslip sidewalks and is not in support of the gas powered leaf blower ban.

The following students presented written communication they prepared with regard to George Washington Field:

- Nakita Gupta
- Eloise Kincade
- Payton & Blythe

RESOLUTION NO. 137-23

Offered By Councilor **MANS**
 Seconded By Councilor **MEYER**

BE IT RESOLVED, that in accordance with N.J.S.A. 33:74.1, et. seq., the Mayor and Borough Council approves the **Raffle License** application for an **On Premise 50/50 Raffle** submitted by the **Meadowlands Area YMCA** to be held on October 2, 2023 at 555 Ridgewood Avenue, Glen Ridge, New Jersey 07028.

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

It was moved by Councilor Meyer, seconded by Councilor Morrow that this meeting be adjourned. The Motion was adopted by an aye and no vote.

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

The Council adjourned at 8:26 PM.

Tara Ventola

Municipal Clerk