

The Regular Meeting of The Mayor and The Borough Council of The Borough of Glen Ridge was held on Monday, November 13, 2023, in the Glen Ridge Municipal Building Council Chambers at 7:30 p. m.

Council President Law 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, Lefkovits, Meyer, Law and Morrow

Absent: Mayor Patrick and Councilor Hughes

The following Borough Officers were present: Borough Administrator Michael Zichelli, Lt. Faranda, Borough Clerk Tara Ventola and Borough Attorney Malyska.

It was moved by Councilor Mans, seconded by Councilor Morrow, that the Minutes of the Meeting of The Mayor and Borough Council of The Borough of Glen Ridge that was held on October 23, 2023.

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

Council President Law called for written communications.

No written communications were presented.

Council President Law congratulated Mayor Elect Mans, and Councilors Elect Lefkovits and Moody.

Council President Law presented the following Proclamation:

**WHEREAS**, injuries are the leading cause of death and disability to US children ages 1 to 18; and The Borough of Glen Ridge is committed to creating a safe environment contributing to the safety and well-being of our children; and

**WHEREAS**, an estimated 54 percent of gun owners don't lock all of their guns securely and an estimated that 5.4 million children live in a home with at least one unlocked and loaded gun, an increase of 800,000 children since 2015; and

**WHEREAS**, almost every single day, a child gets their hands on a gun and unintentionally kills or injures themselves or someone else in the US; and research shows that the best way to protect children and teens from accessing guns is to implement secure firearm storage practices; and

**WHEREAS**, protecting public safety in the community they serve is mayor's highest responsibility; and

**WHEREAS**, hospitals, state agencies and community organizations are committed to their crucial role in reducing injuries and deaths by promoting safe practices; and

**WHEREAS**, National Injury Prevention Day raises awareness and promotes efforts to reduce injuries among children; Glen Ridge Borough commends Be SMART, a program developed by the Everytown for Gun Safety Support Fund and Moms Demand Action, and all involved in their endeavor to protect children from injury;

**NOW, THEREFORE BE IT RESOLVED**, that Mayor Stuart Patrick of the Borough of Glen Ridge declares the November 18, 2023, to be National Injury Prevention Day.

Council President Law called for comments of the public.

Maureen Myka of Forest Avenue inquired about the gas lamp lighting repairs and current water billing issues and new consultant hired.

Council President Law suspended the regular order of business for the CDBG hearing.

Borough Administrator Zichelli reported that this was the first of two required hearings. The borough will be seeking CDBG federal funds for ADA ramps. The final hearing will be held on November 23, 2023.

Council President Law reinstated the regular order of business.

**RESOLUTION NO. 158-23**

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

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

<b>CURRENT FUND</b>	<b>\$512,497.62</b>
<b>FEDERAL &amp; STATE GRANT FUND</b>	<b>\$339.26</b>
<b>GENERAL CAPITAL FUND</b>	<b>\$51,607.00</b>
<b>WATER OPERATING FUND</b>	<b>\$20,208.47</b>
<b>WATER CAPITAL FUND</b>	<b>\$0.00</b>
<b>POOL OPERATING FUND</b>	<b>\$6,157.97</b>
<b>POOL CAPITAL FUND</b>	<b>\$0.00</b>
<b>GENERAL TRUST FUND</b>	<b>\$770.50</b>

<b>PAYROLL AGENCY</b>	<b>\$49,396.67</b>
<b>STATE UNEMPLOYMENT INSURANCE TRUST FUND</b>	<b>\$0.00</b>
<b>DOG LICENSE / ANIMAL CONTROL TRUST FUND</b>	<b>\$0.00</b>

**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 Nov 15, 2023.

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

**RESOLUTION NO. 159– 23**

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

**WHEREAS**, it is the policy of the Borough of Glen Ridge to treat employees and prospective employees in a manner consistent with all applicable employment laws and regulations including, but not limited to Title VII of the Civil Rights Act of 1964, as amended by the Equal Opportunity Act of 1972, the Age Discrimination in Employment Act, the Equal Pay for Equal Work Act, the Fair Labor Standards Act, the New Jersey Law Against Discrimination, the Americans with Disabilities Act, the Family and Medical Leave Act, the Conscientious Employee Protection Act, the Public Employee Occupational Safety and Health Act, (the New Jersey Civil Service Act,) (the New Jersey Attorney General’s guidelines with respect to Police Department personnel matters,) the New Jersey Workers Compensation Act, the Federal Consolidated Omnibus Budget Reconciliation Act (COBRA) and the Open Public Meeting Act; **and,**

**WHEREAS**, the Mayor and Borough Council has 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 these laws and regulations.

**NOW, THEREFORE, BE IT RESOLVED**, by The Mayor and Borough Council that the revised Personnel Policies and Procedures Manual dated OCTOBER 2023 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 manual 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 to the maximum extent permitted by law, employment practices for the Borough shall operate under the legal doctrine known as “employment at will”; **and**,

**BE IT FURTHER RESOLVED**, that Arthur Thibault is hereby appointed as Labor Attorney to advise The Borough in personnel matters; **and**,

**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)	Mans		None		None		Hughes	
		Meyer						
	Lefkovits	Morrow						

**Ordinance No. 1799** an Ordinance establishing titles for employees of the Borough of Glen Ridge represented by the PBA Local 58 and fixing maximum salaries and other compensations for those titles, was presented for first reading. Councilor Moans moved that Ordinance No. **1799** be passed on first reading; the motion was seconded by Councilor Meyer. Council President Law 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		Hughes	
		Meyer						
	Lefkovits	Morrow						

**Ordinance No. 1800** an Ordinance establishing titles for employees of the Borough of Glen Ridge represented by PBA 58A and fixing maximum salaries and other compensation for those titles, was presented for first reading. Councilor Mans moved that Ordinance No. **1800** be passed on first reading; the motion was seconded by Councilor Lefkovits. Council President Law 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		Hughes	
		Meyer						
	Lefkovits	Morrow						

**Ordinance No. 1801** an Ordinance establishing titles for employees for non-union and other employees of the Borough of Glen Ridge and fixing the 2024 maximum annual salaries and other compensations for those titles, was presented for first reading.

Councilor Mans moved that Ordinance No. **1801** be passed on first reading; the motion was seconded by Councilor Meyer . Council President Law 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		Hughes	
		Meyer						
	Lefkovits	Morrow						

**RESOLUTION NO. 160-23**

Offered By Councilor **LEFKOVITS**  
 Seconded By Councilor **MORROW**

**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 Draw Raffle** submitted by the **Glen Ridge High School HSA** to be held on December 3, 2023, at 200 Ridgewood Avenue, Glen Ridge, New Jersey 07028.

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

**RESOLUTION NO. 161-23**

Offered by Councilor **LEFKOVITS**  
 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 February 8, 2024, 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		Hughes	
		Meyer						
	Lefkovits	Morrow						

Councilor Lefkovits, Chair of the Community Affairs and Public Relations Committee thanked Council President Law for the Proclamation presented to BeSmart.

**RESOLUTION NO. 162–23**

Offered by Counselor **LAW**

Seconded by Counselor **LEFKOVITS**

**WHEREAS**, the Borough of Glen Ridge sought removal of Borough trees and stump grinding services; and,

**WHEREAS**, that in accordance with N.J.S.A. 40A:11, et. seq., the Borough of Glen Ridge used a fair and competitive process to solicit proposals for the aforesaid services; and,

**WHEREAS**, on November 9, 2023, **Dujets Tree Experts Inc.** of 54 Notch Road Woodland Park, NJ 07424 submitted the lowest responsible proposal in the amount of **\$38,665.00**.

**NOW, THEREFORE, BE IT RESOLVED** by The Mayor and Council of the Borough of Glen Ridge that **Dujets Tree Experts Inc.** be awarded the 2023 Tree Removal & Stump Grinding Contract; and,

**BE IT FURTHER RESOLVED**, that the Administrator and Director of Planning & Development are hereby authorized to sign the contract documents necessary to effectuate the award of this contract.

DUJETS TREE EXPERTS	\$38,665.00
DOWNES TREE SERVICE	\$40,450.00
HARMONY TREE CARE	\$58,900.00

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

**Ordinance No. 1798** 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. Council President Law declared the meeting open for a public hearing on the Ordinance. No one wished to be heard on the Ordinance. Council President Law declared the Public Hearing closed. It was moved by Councilor Morrow, seconded by Councilor Mans that Ordinance No. **1798** be finally adopted. The Motion was adopted by an aye and no vote.

Council President Law declared that this Ordinance is finally adopted.

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

**Ordinance No. 1802** an Ordinance to add Chapter 12.26 Shade Tree Commission to the Code of the Borough of Glen Ridge; was presented for first reading. Councilor Morrow moved that Ordinance No. **1802** be passed on first reading; the motion was seconded by Councilor Mans. Council President Law 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		Hughes	
		Meyer						
	Lefkovits	Morrow						

**RESOLUTION NO. 163– 23**

Offered by Councilor **LEFKOVITS**  
 Seconded by Councilor **MEYER**

**WHEREAS**, the Borough of Glen Ridge is a public body established and existing under the laws of the State of New Jersey and, as such, has all the powers and is entitled to all the deference granted thereto under the New Jersey Constitution, Article 4, 87, paragraph 1;

**WHEREAS**, in furtherance of the foregoing, New Jersey courts have affirmed that the New Jersey Constitution (1947) Art. IV, s VII, par. 1, provides that laws concerning municipalities and counties shall be liberally construed in their favor;

**WHEREAS**, the Mayor and Council have determined that it is necessary and expedient for the preservation of the Borough’s public health, safety and general welfare that Borough own an unmanned aircraft (a drone) and that such drone be operated by an individual qualified as a public aircraft operator pursuant to 49 U.S.C. §40102(a)(41)(C);

**WHEREAS**, one or more officers of the Borough Police Department have already obtained an FAA Part 107 license and are authorized to operate the unmanned aircraft and to train other Borough employees in pursuit of a license to also operate the unmanned aircraft;

**NOW THEREFORE BE IT RESOLVED**, that under the authority given under the Borough under the laws of the State of New Jersey, the Mayor and Council determine that it is necessary and expedient for the preservation of the Borough’s public health, safety and general welfare that:

- (a) the Borough own an unmanned aircraft (a drone); and
- (b) such drone be operated by an individual qualified as a public aircraft operator pursuant to 49 U.S.C. §40102(a)(41)(C), it being recognized that one or more officers of the Borough Police Department already have obtained an FAA Part 107 license

and are authorized to operate the unmanned aircraft and to train other Borough employees in pursuit of a license to also operate the unmanned aircraft; and

**BE IT FURTHER RESOLVED**, that those officers of the Borough Police Department who already have obtained an FAA Part 107 license and are authorized to operate the unmanned aircraft are hereby authorized to train other Borough employees in pursuit of a license to also operate the unmanned aircraft; and

**BE IT FURTHER RESOLVED** that the Borough shall not use the unmanned aircraft for any commercial purposes, compensation or hire, nor shall the Borough use the unmanned aircraft to carry any individual to any location (as the unmanned aircraft is incapable of carrying any individual), in compliance with the requirements of 94 U.S.C. §40125(b); and

**BE IT FURTHER RESOLVED** that, in accordance with 49 U.S.C. §40125(a)(2), the Borough shall utilize its unmanned aircraft for only the following purposes and operations (such purposes and operations meeting the definition of “Governmental Function” under 49 U.S.C. §40125(a)(2)):

- (1) use in critical incident/Tactical Operations, to provide situational awareness to the Tactical Commanders in the Command Post;
- (2) use in vehicular accident reconstruction;
- (3) use in search and rescue operations;
- (4) use in crime scene photography and documentation;
- (5) use in hazmat scene development;
- (6) use in major disaster scenes;
- (7) use in storm damage;
- (8) use in fire scenes; and
- (9) should the need arise as determined by the approval of the Borough Chief of Police or his/her designee, deployment outside of the Borough’s jurisdictional boundaries for the purposes of achieving the above referenced governmental function goals; and

**BE IT FURTHER RESOLVED** that the Borough’s current and future planned activities for its unmanned aircraft comply with the terms of 94 U.S.C. §40125(a)(2).

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

Administrator Zichelli stated that the Shade Tree Commission consists of five members that are core trained and earn CEU's as required by Ordinance. Administrator Zichelli announced the Borough will be hosting the Ashenfelter 8K on Thanksgiving morning, and the Holiday Tree lighting and Santa Parade in December.

Chief Quinn announced that the PBA will be collecting Toys for Tots on December 10, 2023, from 2:00 PM to 4:00 PM at the Train Station prior to the Santa Parade.

Mayor Patrick called for comments of the public.

No public comment was made.

It was moved by Councilor Lefkovits, 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		None		None		Hughes	
		Meyer						
	Lefkovits	Morrow						

The Council adjourned at 8:21 PM.

Tara Ventola  
Municipal Clerk