

REORGANIZATION MEETING

JANUARY 2, 2024

OATH OF OFFICE

ADMINISTERED BY _____

COUNCILMAN JAMES D. CAMPBELL

BIBLE HELD BY _____

COUNCILMAN ANTONIO CIRILLO

BIBLE HELD BY _____

COUNCILMAN BRADFORD J. HABERLIN

BIBLE HELD BY _____

REORGANIZATION MEETING called to order, _____ in the chair, at the Municipal Building on Tuesday, January 2nd, 2024 at _____ P.M.

Mayor called for Pledge of Allegiance to the Flag.

ROLL CALL: Bauer, Cirillo, Campbell, Haberlin, Surak, Wende.

Borough Clerk Stated that Borough Clerk stated that notice of the meeting was announced in accordance with the Open Public Meeting Act and published in the Record on December 19, 2023.

Motion by _____ and second by _____ to waive the regular order of business.

ROLL CALL:

Motion by _____ and second by _____ to elect _____ as Council President.

ROLL CALL:

RESOLUTIONS:

Motion by _____ and second by _____ to approve following Resolutions:

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
1. Appointment of <u>Frank Migliorino</u> as Borough Attorney for the year 2024.	_____	_____	_____
2. Appointment of <u>Kevin Boswell</u> as Borough Engineer for the year 2024.	_____	_____	_____
3. Appointment of <u>Paul Lerch</u> as Borough Auditor for the year 2024.	_____	_____	_____
4. Appointment of Helene Herbert as Special Tax Counsel for year 2024.	_____	_____	_____
5. Adopting existing By-laws of the Mayor & Council.	_____	_____	_____
6. Setting schedule of meetings for calendar year 2024.	_____	_____	_____
7. Appointment of DeCotiis, Fitzpatrick, Cole & Giblin for services in connection with the issuance of bonds & notes.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
8. Appointment of Joshua H. Reinitz as a Public Defender at fee of \$200.00 per Court Case.	_____	_____	_____
9. Appointment of DKL Consulting as Financial Consultant.	_____	_____	_____
10. Appointment of James V. Gardella, P.I.A. Security Programs, a division of World Insurance Associates, LLC as an insurance Consultant/Benefits Coordinator.	_____	_____	_____
11. Appointment of James V. Gardella, P.I.A. Security Programs, a division of World Insurance Associates, LLC as a Risk Management Consultant.	_____	_____	_____
12. Appointment of Raymond R. Wiss, Esq. as General Labor Counsel.	_____	_____	_____

ROLL CALL:

APPOINTMENTS:

The Mayor made the following appointments:

Borough Administrator:

Anthony Ciannamea

term to expire 12/31/2024

Affirmative Action Officer:

Anthony Ciannamea

term to expire 12/31/2024

Assessment Search Officer:

Supriya Sanyal

term to expire 12/31/2024

Tax Search Officer:

Lisa Ciannamea

term to expire 12/31/2024

Deputy Borough Clerk

Jennifer Cooney

term to expire 12/31/2024

Prosecutor:

Linda H. Schwager

term to expire 12/31/2024

Alternate Prosecutor:

term to expire 12/31/2024

Borough Physician: term to expire 12/31/2024
Occupational Medicine

Compcare Representative: term to expire 12/31/2024
Terri Campbell

Property Maintenance Official: term to expire 12/31/2024
William G. Hunt, Jr.

Ombudsman: term to expire 12/31/2024
Joseph Licata

Clerk to Ombudsman: term to expire 12/31/2024

Planning Board:
Class II
Gino Tessaro term to expire 12/31/2024
(no confirmation)

Board of Health:
Madelena Mezzina term to expire 12/31/2026

Historical Committee:
Anthony Ciannamea term to expire 12/31/2024
Frederick J. Dressel term to expire 12/31/2024

Recycling Coordinator:
Jennifer Cooney term to expire 12/31/2024

Safety Committee:
Anthony Ciannamea, Administrator - Delegate term to expire 12/31/2024
Richard Behrens, Police Chief
Frank Smith, Captain of First Aid & Rescue Squad
William G. Hunt Jr., Chief Fire Department
Dennis Williams, Department of Public Works
Frank Covelli, PIA

Municipal Alliance Coordinator:
Philip Facendola term to expire 12/31/2024

Motion by _____ and second by _____ to confirm appointments.
ROLL CALL:

Motion by _____ and second by _____ to appoint Councilman Wende as a
Class 3 member of the Planning Board term to expire 12/31/2024.
ROLL CALL:

Motion by _____ and second by _____ to approve the following Resolutions:

RESOLUTION#24-

Confirming Mayor’s appointment of representatives Councilwoman Karen Surak and _____ for Teterboro Aircraft Noise Abatement Advisory Committee.

RESOLUTION #24-

Confirming Mayor’s appointment of Councilman Antonio Cirillo as 1st Alternate representative and Administrator Anthony Ciannamea as 2nd Alternate representative for the Hackensack Meadowlands Municipal Committee.

ROLL CALL:

CONSENT RESOLUTIONS:

Motion by _____ and second by _____ to approve consent Resolutions.

ROLL CALL:

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
1. Setting official newspapers: The Record Herald News Star Ledger	_____	_____	_____
2. Setting Borough Depositories: Valley National Bank- Moonachie Wells Fargo Bank- Little Ferry N.J. Cash Management.	_____	_____	_____
3. Signatories for Borough Accounts: Dennis Vaccaro, Mayor Anthony Ciannamea, Administrator/Chief Financial Officer Supriya Sanyal, Borough Clerk	_____	_____	_____
4. Authorizing petty cash check to Borough Clerk in the amount of \$100.00.	_____	_____	_____
5. Approval of Borough’s Official Holiday Schedule for the year 2024.	_____	_____	_____
6. Authorize payment of Group Hospitalization Premiums for retired Police Lieutenant Russell Beideman and his family.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
7. Authorizing Re-Affirmation of the Policy & Procedures Manual for the Borough.	_____	_____	_____
8. Adopting Policies and Procedures for DPW effective 01/01/2024.	_____	_____	_____
9. Adoption of the Temporary Budget for 2024.	_____	_____	_____
10. Authorizing investment of Borough’s funds from time to time in interest bearing accounts & securities.	_____	_____	_____
11. Adopting Cash Management Plan for the year 2024.	_____	_____	_____
12. Approval of not requiring claimant certification(signatures) for purchase orders of \$2,625.00 or less except for advances, employee reimbursement for expenses, professional fees, services provide by sole proprietor.	_____	_____	_____
13. Authorize that a purchase order is not Required prior to purchasing items costing less than \$2,625.00.	_____	_____	_____
14. Adopting No- Cash policy for the payment of taxes (Property and Sewer).	_____	_____	_____
15. Adopting No-Cash policy for any Payments for Borough’s Offices.	_____	_____	_____
16. Setting interest rates on delinquent taxes & sewer charges at 8% for first \$1,500 & 18% over \$1,500.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
17. Releasing Tax Collector from taxes not collectible for reasons enumerated in the Statute.	_____	_____	_____
18. Authorize additional 6% year end interest penalty on delinquencies over \$10,000.	_____	_____	_____
19. Authorize Tax Collector to process cancellation of tax refunds and tax delinquencies of less than Ten(\$10.00).	_____	_____	_____
20. Approval of Policy 2024-01 regarding Tax Assessor’s Reports on Tax Appeals.	_____	_____	_____
21. Appointing Administrator as Commissioner to South Bergen Municipal Joint Insurance Fund, Municipal Employee Benefits Fund and Bergen County Municipal Energy Joint Purchasing System.	_____	_____	_____
22. Appointing Anthony Ciannamea as the Purchasing Agent.	_____	_____	_____
23. Appointment of Police Chief Richard Behrens as Bloodborne Pathogens Coordinator.	_____	_____	_____
24. Appointment of Police Officer Victor Migliorino as Municipal Humane Law Enforcement Officer.	_____	_____	_____
25. Confirming appointment of Lisa Ciannamea as Deputy Registrar effective 1/1/2023.	_____	_____	_____
26. Appointment of Acadia Financial Group Inc. as Financial Advisory Services Consultant in connection with issuance of Bond anticipation Notes.	_____	_____	_____
27. Appointment of AM Consultants as Fixed Asset Inventory Consultant.	_____	_____	_____
28. Setting fees for certified copies of marriage, Civil union, domestic partnership, death, & birth certificates.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
29. Setting fees for amendment of marriage, Civil union, domestic partnership, death & birth certificates.	_____	_____	_____
30. Setting the fees in the amount of \$20.00 for each return Bank check.	_____	_____	_____
31. Establishing a fee of \$35.00/Inspection for all temporary Sub-Code Officials.	_____	_____	_____
32. Establishing a fee of \$240 per Court Appearance for Alternate Prosecutors.	_____	_____	_____
33. Establishing a fee of \$100 per Court Appearance for Alternate Public Defender.	_____	_____	_____
34. Establishing the fee of \$17.50 /hour for all temporary worker for Snow Removal and \$ 20.00 /hour for all temporary worker for Snow Plowing.	_____	_____	_____
35. Establishing the fee in the amount of \$20.00 per hour for all temporary DPW workers for emergency call out.	_____	_____	_____
36. Establishing a fee of \$17.50/hour for all temporary bus driver.	_____	_____	_____
37. Authorizing Borough to collect 50 % of the cost for yearly library membership for Wood-Ridge Memorial Library-per family.	_____	_____	_____
38. Authorizing Borough to collect 50% of the cost for yearly library membership for Johnson Library in Hackensack - per family.	_____	_____	_____
39. Authorizing Borough to collect 50% of the cost for yearly library membership for Little Ferry Public Library- per family.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
40. Authorizing residents be reimbursed for required reading books purchased by them, when books are not available in the Wood-Ridge, Little Ferry and Johnson Public Library and donating the book to the School Library.	_____	_____	_____
41. Authorize Borough Clerk to issue additional membership to a library (Wood-Ridge Memorial Library/Little Ferry Public library/Johnson Public Library) after collecting 100% cost for the membership of the library.	_____	_____	_____
42. Authorizing Borough’s participation in a Mutual Aid Plan and Rapid Deployment Force in accordance with the plan as submitted by the Bergen County Police Chief’s Association.	_____	_____	_____
43. Affirming Borough’s participation of the following: a) National Joint Powers Alliance b) Educational Services Commission of New Jersey Cooperative Pricing System c) County of Union Cooperative Pricing System d) Bergen County Cooperative Pricing System	_____	_____	_____
44. Approval of annual Contribution to Comprehensive Behavioral Healthcare, Inc. for Mental Health Services rendered to the residents of Moonachie.	_____	_____	_____
45. Confirming Police Chief’s determination for following 2024 approved towers: Nick’s Towing Service, Inc. A&D Towing and Recovery LLC	_____	_____	_____
46. Authorize Borough Administrator to issue a check in the amount of \$16,000.00 to Moonachie Fire Dept. as an annual Contribution.	_____	_____	_____
47. Authorize Mayor to sign a Software Maintenance agreement with Munidex for Vital Statistics.	_____	_____	_____

	<u>Motion</u>	<u>Second</u>	<u>Roll Call</u>
48. Approval of the Mobile Home Park License to Metropolitan Associates Ltd. for the year 2024.	_____	_____	_____
49. Approval of the Mobile Home Park License to Vanguard Associates for the year 2024.	_____	_____	_____
50. Approval of Truck Transfer Terminal License of T-Force Freight, Inc. for the year 2024.	_____	_____	_____
51. Appointment of Scott A. Romano as DPW Laborer effective Jan . 1 st , 2024.			

BILLS:

Motion by _____ and second by _____ to approve the payment of bills amounting to _____.

ROLL CALL:

COMMITTEE APPOINTMENTS BY CONSENT

Motion by _____ and second by _____.

ROLL CALL:

PUBLIC HEARING:

Motion by _____ and second by _____ to close public hearing.

ROLL CALL:

Motion by _____ and second by _____ to adjourn meeting at _____.

ROLL CALL:

BOROUGH OF MOONACHIE
2024 COUNCIL COMMITTEES

<u>COMMITTEE</u>	<u>CHAIR</u>	<u>MEMBER</u>
POLICE	_____	_____
FIRE & FIRST AID	_____	_____
LAW & ORDINANCE	_____	_____
DPW/ BUILDINGS & GROUNDS	_____	_____
UTILITIES & BCUA	_____	_____
FINANCE & INSURANCE	_____	_____
RECREATION	_____	_____
COMMUNITY AFFAIRS, CIVIC CENTER & PUBLIC INFORMATION	_____	_____
HEALTH & ENVIRONMENT	_____	_____
EMERGENCY MANAGEMENT	_____	_____
AIRPORT	_____	_____
RENT LEVELING & MOBILE HOME PARK	_____	_____
PERSONNEL	_____	_____
COMMERCE & INDUSTRY RELATIONS	_____	_____
GRANTS	_____	_____
<u>LIAISONS:</u>		
BOARD OF EDUCATION		_____
SCHOLARSHIP		_____
SENIOR CITIZENS		_____
<u>MEMBER:</u>		
PLANNING BOARD		_____
MUNICIPAL ALLIANCE		_____
MOONACHIE MUNICIPAL CRISIS RESPONSE TEAM		_____