

REGULAR AGENDA MEETING
Mayor and Council
Borough of Harrington Park, New Jersey
June 11, 2012

(PAH) Call Meeting to Order

Time: 7:02pm

Mayor's Announcement:

In compliance with Chapter 231, Public Law 1975, adequate notice of the meeting was made. It is included in the Annual Meetings posted on the bulletin board in the Municipal Center. Copies have been mailed to the BERGEN RECORD, SUBURBANITE and THE NORTHERN VALLEY PRESS. A copy has been filed with the Borough Clerk, and copies have been mailed to individuals requesting the same.

(ALB) Roll Call:

| | PRESENT | ABSENT |
|------------|---------|--------|
| | | |
| NAPOLITANO | x | |
| QUANTMEYER | | x |
| EVANELLA | x | |
| ROTH | x | |
| DUNLEA | x | |
| CHUNG | x | |

Also present:

Ms. Ann H. Bistriz, Borough Clerk

Mayor Hoelscher announced the following items:

- Reminder that the next meeting is TUESDAY June 19, 2012-Harrington Park School Graduation is on the 18th and there would not be a quorum.
- Bank of New Jersey donated \$250 to Club 60 and The Food Pantry
- Harrington Park Resident Marilyn Hering will read excerpts of her book, *A Woman Possessed*, the first in a planned trilogy on the silk mill workers in Paterson, New Jersey at the Harrington Park Public Library on Thursday, June 14 at 7:00 pm.
Evelyn Hershey, the Education Director of the American Labor Museum/Botto House in Haledon, NJ will give a talk on the 1913 Paterson Silk Strike serving as an introduction to Mrs. Hering's presentation.
- COAH updates will be presented at the June 12, 2012 BCLM Mayor's Breakfast
- June 13, 2012-UWR will hold an Emergency Preparedness seminar for Mayors and Police Departments.
- O & R has a Natural Preparedness program for Mayors on June 15, 2012 in Mahwah.
- Tax Maps are ready and approved by the State to start the revaluation process.

Individual Committee Reports

(AN) Planning Bd., Bd. of Adjustment, Construction, Fire

Fire Department-10 calls and 12 drills, 2 meetings, involvement in the Memorial Day Parade.

Ordinance Review Committee-will be meeting within the next two weeks. Materials will be distributed to members for review.

**(GQ) Recreation Commission, Environmental Commission
Personnel & Performance Evaluations**

(GE) Police, Municipal Court, Public Assistance

Police Department-New officers have filled the rotation slots well. The Borough will not see the savings in overtime until the two injured officers return back to work.

Discussion of department promotions-Special Counsel Wyss recommended moving forward and not waiting for the sample JIF Ordinance if Council is to consider promotions.

The Borough Ordinance is the one required to be followed. Any promotion ordinance would apply more to sergeants rather than the Chief's position. It is apparent who should be the next person to be promoted to Chief, however the committee wants to study all possible venues to make a very thorough and well thought out decision.

By being appointed Chief, the Local contract will no longer apply and any discipline or employment issues fall under State Statute. Currently, the Captain position is covered by all aspects of the Local PBA contract.

AN added that GE has invested much time in researching Civilian Directors and at an upcoming committee meeting they will discuss this option.

This week the Committee was holding a meeting between a police officer and Captain Maalouf to iron out some differences in hopes to benefit the functionality of the department. This is just an informal sit down and was highly recommended by Mr. Wyss.

Further discussion followed disability payments that have been suspended-Informal discussion regarding this situation. The committee is waiting to hear from Captain Maalouf for further details.

GE stated that all should be settled by the July 9, 2012 meeting. PAH added that he would appreciate if the Police Committee could come to a final conclusion regarding the Chief's position on a timely basis.

(JR) Finance, Administration & Exec., Grants, Newsletter

(JD) DPW, Recycling, Building & Grounds

DPW Report will be presented at the June 19, 2012 meeting

Bleachers at Highland have been installed-there are a few missing pieces, but the DPW is following up with the manufacturer. Positive response received from residents.

MK will be ordering a garbage can for the Schraalenburgh Bridge through the Clean Communities Trust Fund.

DPW will move the STOP sign so it does not block the Swim Club Entrance sign.

Green Team will be submitting their Sustainable New Jersey package-Dr. Schran will make a presentation at next week's meeting.

The dangerous trees on LaRoche and Parkway have been cut.

**(JC) Board of Health, Sanitation
Liaison to Board of Education**

49 Cats and 124 Dogs determined unlicensed through the census process during May. Board of Health will keep the cat license fee at \$10 with a late fee of \$10 per cat after March 1. This will need to be updated in the Board of Health Code Book.

It was decided that there will be no increase in food handling licenses since our current fees are in line with that of the neighboring towns.

(PAH) Mayor Hoelscher

Old Business

New Business

(AN) AN was fortunate to attend Christopher Mandalakis' Eagle Scout Ceremony. He was honored to make a presentation on behalf of the Mayor and Council. AN is an Eagle Scout as well and was able to participate in one portion of the ceremony.

(GQ) Torrie Speed Camp Summer Program-Addendum A

Motion to approve: GE

Second JR

Vote AIF

Council members were in agreement that one of them would try to attend any Recreation or Environmental meetings due to Councilman Quantmeyer's current schedule

(JR) Bond Discussion-Spread Sheet

AEM was asked to join the meeting-Costs need to be added in for legal and accounting and permanent financing. The list also needs to be reviewed to determine that all projects are acceptable and in line with their costs. This amount will be an increase on the next budget. 1st payment would be next year with 2 interest payments. We currently have two more years left on our existing bond.

GE noted that new Glockes are needed since our guns do wear out, even if they are only shot for qualifying.

JD-It needs to be determined if the Recreation Commission has spent any of their money from the last bond. Breakdown of backstop/fences needs to be submitted.

PAH and AEM were in agreement that the interest rates are favorable.

JR would like AEM to find out what the actual impact on the taxes would be to help decide if Council wants to delve into a bond this large. AEM will speak with the accountants and forward the information prior to the next meeting.

(JD) NJDOT Paving 2012 Application-Harriot Place

Paving would include Harriot Place and Belgium block around Don Horsey Park, appropriate signage at the dangerous intersection and new street signs in that area.

County Snow Plowing Agreement

Standard bi-annual agreement that needs to be signed.

ADA Grant Program for ADA Improvements Adjacent to County Roads

Required for the Borough to receive any County paving

Community Development-Senior Van-Haworth Lead Agency-Addendum B

Motion JD

Second GE

Vote-AIF

PAH added that he will be meeting with the Mayor of Norwood to discuss several shared services that would involve the DPW

Ordinances

(JR) Salary Ordinance 2012 Second Reading-Addendum C

Meeting Open to Public JR, GE AIF

Meeting Closed to Public-none

JR, GE AIF

Motion to approve JR

Second GE

Roll Call Vote AIF

Closed Session-None

Open to Public-None in attendance

Items for the Monthly Regular Meeting: June 19, 2012

Minutes:

Regular Agenda Meeting May 14, 2012

Regular Meeting May 21, 2012

Sustainable New Jersey Presentation-Green Team

Liquor Licenses

Proposed Ordinance #673-Ordinance Amending Section 131-2 Fee Schedule Chapter 131 of the Code of the Borough of Harrington Park Entitled "Fee Schedule"

Proposed Ordinance #672-Ordinance to Amend Fees to be Paid by Persons Conducting Business With the Borough of Harrington Park and to Provide For Payment of other Fees

Proposed Ordinance #671-Sewer Use

Proposed Ordinance #670-Requiring the Issuance of a Certificate of Continued Occupancy

Adjournment-Time: 7:50pm

Motion: AN

Second: JR

Vote: AIF

**Addendum A
Resolution**

WHEREAS, Mark Torrie DBA Speed Soccer, LLC has requested to lease the lower front field Highland Field for the sole purpose of operating a soccer camp, July 23 through July 27, 2012 and August 6 through August 10, 2012 from 8am-1pm each day; and

WHEREAS, Speed Soccer Camp has agreed to pay a fee of \$1200 (\$600 per session) for use of the facility of the specified dates, whether the field is used or not; and

WHEREAS, said fee shall be paid by the end of the rental period payable to “The Borough of Harrington Park-Recreation Trust”; and

WHEREAS, the Borough has determined that Speed Soccer, LLC is a responsible company.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Council of the Borough of Harrington Park hereby authorizes the Speed Soccer, LLC to rent Highland Field in accordance to Harrington Park Recreation Field Use Agreement during the week of July 23 through July 27 and August 6 through August 10, 2012 for a fee of \$1200 to be paid pursuant to the Agreement.

**Addendum B
Resolution**

Community Development Senior Van

WHEREAS, the Borough of Harrington Park and the Borough of Haworth participate in an Interlocal Agreement in connection with the sharing of a van providing transportation to senior citizens.

NO THEREFORE BE IT RESOLVED, the Borough of Haworth in agreement with the Borough of Harrington Park will serve as Lead Agency to administer the Grant Agreement through the Community Development program with the County of Bergen.

**Addendum C
PROPOSED ORDINANCE No. 669**

AN ORDINANCE TO FIX THE SALARY, WAGE OR
COMPENSATION OF PERSONS HOLDING OFFICE,
POSITION OR EMPLOYMENT IN THE BOROUGH OF
HARRINGTON PARK, COUNTY OF BERGEN, STATE OF
NEW JERSEY.

Be it ordained by the Mayor and Council of Harrington Park
as follows:

| | | | | | |
|--------------------|--------------------|----|----------------|----------------|----------------|
| | (Full Time) | Or | Manner of | | |
| <u>Description</u> | <u>(Part Time)</u> | | <u>Payment</u> | <u>Minimum</u> | <u>Maximum</u> |

Borough Clerk; Registrar of Vital Statistics,

| | | | | | |
|---|-------------|-------------|-----------------------|---|------------|
| Assmt. Search Officer . . . | F | C | 40,000.00 | - | 65,000.00 |
| Assessor | P | C | 7,500.00 | - | 20,000.00 |
| Chief Financial Officer/QPA . | F | C | 50,000.00 | - | 80,000.00 |
| Clerk: | | | | | |
| Environmental Commission | P | E | 500.00 | - | 850.00 |
| Clerk: Planning Board/ Board Of Adjustment | | | | | |
| | P | D | 12.00/hr. | - | 20.00/hr |
| Construction: | | | | | |
| Construction Code | | | | | |
| Official | P | C | 6,500.00 | - | 15,000.00 |
| Electrical Sub-Code | | | | | |
| Official | P | C | 6,000.00 | - | 8,500.00 |
| Building Inspector | P | C | 4,500.00 | - | 10,000.00 |
| Building Sub-Code | | | | | |
| Officer | P | C | 5,000.00 | - | 12,000.00 |
| Fire Protection | | | | | |
| Sub-Code Official | P | C | 5,500.00 | - | 7,500.00 |
| Plumbing Sub-Code | | | | | |
| Official | P | C | 6,000.00 | - | 8,500.00 |
| Technical Assistant | P | D | 13.00/hr. | - | 20.00/hr. |
| Zoning Officer | P | C | 2,500.00 | - | 7,500.00 |
| Magistrate | P | C | 10,000.00 | - | 18,500.00 |
| Magistrate Fee | | | | | |
| Special Ct. Session | P | F | | - | 100.00 |
| Payroll/Accts. Clerk | F | C | 25,000.00 | - | 40,000.00 |
| Police Chief | F | C | 115,000.00 | - | 170,000.00 |
| Prosecutor | P | G | | | 3,000.00 |
| Public Defender | P | F | | | 100.00 |
| Sanitarian | P | C | 9,500.00 | - | 12,000.00 |
| *School Guards | P | D | Hired prior to 9/2009 | - | 41.00 |
| *School Guards | P | D | Hired after 9/2009 | - | 31.00 |
| Or | | | | | |
| School Guards—Special | | | | | |
| Assign | P | D | | | 12.28/hr. |
| Secretary: | | | | | |
| Board of Health | P | D | 10.00/hr. | - | 20.00/hr. |
| Recreation Commission . . . | P | B | | - | 50.00 |
| Tax Assessor | P | D | 10.00/hr. | - | 20.00/hr. |
| Tax Collector/Tax | | | | | |
| Search Officer | F | C | 15,000.00 | - | 22,500.00 |
| Temporary & Part-time | | | | | |
| D.P.W. & Recycling | P | D | 8.00 | - | 20.00/hr. |
| Temporary Office Assistance | P | I | 10.00 | - | 20.00/hr. |
| Town Nurse | P | D | 20.00 | - | 30.00/hr. |

PUBLIC WORKS DEPARTMENT

| | | | | | |
|--------------------------------|-------------|-------------|-----------|---|------------|
| DPW Superintendent | F | C | 80,000.00 | - | 130,000.00 |
| Waste Water Operator | F | C | | - | 1,500.00 |

Manner of Payment (Explanatory references to the above)

- A – Annual Salaries – paid quarterly during first pay period - March, June, Sept., and Dec.
- B – Per Meeting - vouchered
- C – Annual Salaries – paid on bi-weekly basis
- D – Hourly basis – paid bi-weekly on a submitted voucher

- E – Annual Salary – paid once a year
- F - Per session - vouchered
- G - paid quarterly - vouchered
- H - Annual Salary - paid monthly
- I – Hourly basis – On submitted voucher – paid monthly

ANNIVERSARY DATE for full-time employees shall be the first of the year. When full-time employment begins prior to June 1st in any year the anniversary date shall revert back to January 1st of the same year. When it begins on or after June 1st the anniversary date shall not be effective until January 1st of the following year. That section shall be effective for all purposes of the salary ordinance.

LONGEVITY: All full-time employees will be paid the following percentages of their base pay as shown: (Includes DPW Superintendent)

- 5 years continuous full-time Borough employment 1-1/2%
- 8 years continuous full-time Borough employment 3%

Above increment to be included in equal installments in regular pay periods.

**Any full-time Borough Hall employee hired after December 31, 1997, is not eligible for longevity.

LONGEVITY: All full-time DPW & Police Department employees will be paid the following percentages of their base pay as shown: (Excludes DPW Superintendent)

- 5 years continuous full-time DPW/Police Dept. employment 1-1/2%
- 8 years continuous full-time DPW/Police Dept. employment 3%
- 11 years continuous full-time DPW/Police Dept. employment 4%
- 14 years continuous full-time DPW/Police Dept. employment 5%
- 18 years continuous full-time DPW/Police Dept. employment 6%
- 23 years continuous full-time DPW/Police Dept. employment 7%

**Any DPW employee hired after January 1, 1995, is not eligible for longevity.

PAID HOLIDAYS: FOR FULL-TIME Borough employees shall be thirteen (13).

These to be paid:

- January 2 New Year’s Day
- February 20 President’s Day
- April 6 Good Friday
- May 28 Memorial Day
- July 4 Independence Day
- September 6 Holiday
- September 7 Labor Day
- November 12 Veteran’s Day
- November 22 Thanksgiving Day
- November 23 Holiday
- December 24 Christmas Eve holiday
- December 25 Christmas Day holiday
- December 26 Holiday

OVERTIME: There is no provision for overtime in this Ordinance.

VACATION PAY: Full-time Borough employees are entitled to paid vacations as follows:

- Six months (employment) – 1 year 1 week
- 2 – 5 years 2 weeks
- 6 – 10 years 3 weeks
- 11 – 18 years 4 weeks
- 19 & over 5 weeks

EFFECTIVE DATE: This Ordinance shall take effect immediately after passage and publication

as provided by law and shall be retroactive to January 1, 2012.