

## **FINANCE MEETING**

**June 15, 2017**

**A REGULAR SCHEDULED FINANCE MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Caucus Room of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Thursday, June 15, 2017 at 7:10 P.M.

Mayor Craig Lahullier asked Claire Foy, Borough Clerk to call the roll: Mayor Craig Lahullier, Councilmen Robert Zimmermann, Richard Bartlett, James Lenoy, Joseph Emerson and William Shockley were present. Councilman David Stoltz arrived at 7:20 P.M.

Mayor Lahullier led all present in the Pledge of Allegiance to the Flag.

Mayor Lahullier – This meeting has been called pursuant to the Open Public Meetings Law and in accordance with Section 5 of the Open Public Meetings Act, adequate notice of this meeting having been provided in the annual notice schedule which contained the time, date and location of the meeting, copies of which were sent and advertised in the following official newspapers of Carlstadt: The Record on January 6, 2017 and the Herald News on January 6, 2017 a copy of which is on the Bulletin Board in the Borough Hall and a copy on file in the office of the Borough Clerk.

Mayor Lahullier said he went to the Borough of Northvale to look at senior housing about a month ago. He took some pictures and passed them around for the Council to see. John Biale who is the Director of Development of the Bergen County Housing Development Corporation was in attendance and made his presentation for senior housing. His job is to investigate and set up and share some information with all of our communities. It is his experience that we should have a senior apartment building for our seniors in every town in Bergen County. There was a lengthy discussion on this. He mentioned the towns where work was done and how they got funding for the projects.

Mayor Lahullier said at our last Council meeting we wanted to put out a questionnaire. The people on the committee for the senior housing project had worked very hard with what we would like. As long as we get the number of people we need for this, we can go to the next step.

A representative from a new payroll company was in attendance. The payroll clerk, Ginny Bello sent a memo to the Mayor and Council stating she has met with an alternate payroll company and would like to have them replace Paycom. This change would result in significant process improvements as well as saving the Borough a cost savings of over \$8,000. She would like to begin the transaction now in order to go live for our first payroll in July. He made his presentation to the Mayor and Council.

Mayor Lahullier thanked him for his time and said we will look this over and talk to payroll and see where we are going to go with this.

### **EXECUTIVE SESSION MEETING ACT RECESS INTO CLOSED SESSION**

**WHEREAS**, it is necessary for the Governing Body of the Borough of Carlstadt to conduct an executive session closed to the public in order to discuss one or more of the following subject: personnel and property.

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**NOW, THEREFORE BE IT RESOLVED** that the Mayor and Council of the Borough of Carlstadt hereby moves to go into executive session in accordance with the provisions of the Open Public Meetings Act, N.J.S.A. 10:4-6 et. Seq. for the purpose of discussing one or more of the following subjects: personnel and property.

**AND, BE IT FURTHER RESOLVED** that the public will be informed either later this evening after reconvening the public meeting or at a future public meeting said date is not predictable at the present time.

**AND, BE IT FURTHER RESOLVED** that the matters discussed in and minutes of the closed session shall be disclosed to the public when the reason for confidentiality no longer exists.

Mayor Lahullier entertained a motion to go into closed session at 8:15 P.M. On motion by Bartlett, seconded by Zimmermann, unanimous on call of roll.

The meeting went back into open session at 10:00 P.M. with the following members in attendance: Mayor Lahullier, Councilmen Zimmermann, Stoltz, Bartlett, Lenoy, Emerson and Shockley.

Mayor Lahullier said we have to open the Zimmermann Park Phase IV hearing.

Mayor Lahullier entertained a motion to open this to a hearing of citizens.

On motion by Zimmermann, seconded by Lenoy, unanimous on call of roll.

Mayor Lahullier asked if any citizen wished to be heard on the Zimmermann Park Phase IV application.

Mayor Lahullier said to let the record note there are no citizens to speak on this.

Mayor Lahullier entertained a motion to close this to a hearing of citizens.

On motion by Bartlett, seconded by Zimmermann, unanimous on call of roll.

**CONSENT AGENDA  
RESOLUTION NO. 2017-186**

**BE IT RESOLVED**, by the Mayor and Council of the Borough of Carlstadt that a handicapped parking space is hereby approved at the following location:

1. 340 Eighth Street

all in accordance with the requirements as stated in Ordinance No 97-14 and with the recommendation of the Police Chief of the Carlstadt Police Department.

**BE IT FURTHER RESOLVED** that said location shall be added to the certified list of designated handicapped parking spaces.

**RESOLUTION NO. 2017-187**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that permission is granted to the following for the use of facilities on the specified dates:

**Community Center**

1. Project Graduation Committee – Monday, May 22, 2017 from 7:00 P.M. to 9:30 P.M. to have a meeting.
2. Carlstadt Girls' Softball – Sunday, June 4, 2017 from 1:00 P.M. to 3:00 P.M. to have a meeting.
3. Carlstadt Girl Scouts – Tuesday, June 13, 2017 from 3:00 P.M. to 6:00 P.M. to have a meeting.
4. Carlstadt Soccer League – Friday, September 8, 2017 from 4:00 P.M. to 10:00 P.M. for their annual soccer picture night.

**Washington Street Park**

1. Carlstadt Girl Scouts – Tuesday, June 20, 2017 from 2:00 P.M. to 6:00 P.M. for their year-end get together and registration drive.

**Borough Hall Council Chambers**

1. Berry Lawn Cemetery Association – Tuesday, June 20, 2017 at 7:00 P.M. to have a meeting.

**RESOLUTION NO. 2017-188**

**WHEREAS**, thirteen (13) applications have been filed requesting renewal of Plenary Retail Consumption Licenses; and

**WHEREAS**, three (3) applications have been filed requesting renewal of Plenary Retail Distribution Licenses; and

**WHEREAS**, the regular fee of one thousand seventy-four dollars (\$1,074.00) has been submitted with each application in accordance with the Borough Ordinance governing the same; and

**WHEREAS**, one (1) application has been filed requesting renewal of a Hotel/Motel Exception License together with the fee of one thousand seventy-four dollars (\$1,074.00) in accordance with the Borough Ordinance governing the same; and

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**WHEREAS**, one (1) application has been filed requesting renewal of a Club License together with the fee of one hundred and fifty dollars (\$150.00) in accordance with the Borough ordinance governing the same.

**NOW, THEREFORE BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey, that the thirteen (13) applications for renewal of Plenary Retail Consumption Licenses, the three (3) applications for Plenary Retail Distribution Licenses, the one (1) application for renewal of the Hotel/Motel Exception License and the one (1) application for renewal of the Club License are hereby approved. All licenses when granted, will be effective on the First Day of July, 2017 and expire on the Thirtieth Day of June 2018; and

**BE IT FURTHER RESOLVED**, that the Borough Clerk be and she is hereby authorized and directed to issue the following licenses for Plenary Retail Consumption, Plenary Retail Distribution, Hotel/Motel Exception License and Club License.

**PLENARY RETAIL CONSUMPTION**

0205-33-002-007	Triple J's Bar & Grill, LLC	446 Hackensack Street
0205-33-004-001	Carlstadt Turnverein Inc.	500 Broad Street
0205-33-006-005	Wil-Dam Corp.	295 Hoboken Road
0205-33-008-008	Leekay, L.L.C.	843 Washington Avenue
0205-33-012-011	Biggies Clam Bar Route 17 LLC	430 Route 17 South
0205-33-013-007	Il Jamra, LLC	491 Broad Street
0205-33-014-003	Palsi Corp.	317 Washington Avenue
0205-33-015-009	Spain USA 645 LLC	645 Washington Avenue
0205-33-016-011	335 PPR, LLC	335 Paterson Plank Road
0205-33-017-010	CJD2L Corp.	2 Palmer Terrace
0205-33-018-003	Veroli, Inc.	651 Route 17 North
0205-33-021-004	XXX Food Corp.	320 Route #17 South
0205-33-022-005	Steve's Steakhouse Inc.	620 Route 17 South

**PLENARY RETAIL DISTRIBUTION**

0205-44-005-007	Dawd Rizk H.	287 Broad Street
0205-44-010-006	Daily Deli Inc.	434 Hackensack Street
0205-44-019-007	Amrutha, LLC	675 Paterson Avenue

**HOTEL/MOTEL EXCEPTION**

0205-36-030-001	Calandra Enterprises Inc.	304 Paterson Plank Road.
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**CLUB**

0205-31-026-001

GC Burkadt Post #69  
American Legion, Inc.

412 Third Street

All licenses are issued subject to any special conditions now existing or hereafter imposed by the A.B.C. or the Borough of Carlstadt. All renewals where fees have been paid by uncertified check are subject to said check being cleared for payment on or before June 30, 2017.

**RESOLUTION NO. 2017-189**

**TRUST FUND APPLICATION  
MUNICIPAL ENDORSING RESOLUTION**

**WHEREAS**, the Bergen County Open Space, Recreation, Floodplain Protection, Farmland & Historic Preservation Trust Fund (“County Trust Fund”), provides matching grants to municipal governments and to nonprofit organizations for assistance in the development or redevelopment of outdoor municipal recreation facilities; and,

**WHEREAS**, the *Borough of Carlstadt* desires to further the public interest by obtaining a matching grant of *Seventy-Five Thousand Dollars* (\$75,000.00) from the County Trust Fund to fund the following project: *Zimmermann Park Phase IV*; and,

**WHEREAS**, the governing body/board has reviewed the County Trust Fund Program Statement, and the Trust Fund Municipal Program Park Improvement application and instructions and desires to make an application for such a matching grant and provide application information and furnish such documents as may be required; and,

**WHEREAS**, as part of the application process, the governing body/board received public comments on the proposed park improvements in the application on June 15, 2017; and,

**WHEREAS**, the County of Bergen shall determine whether the application is complete and in conformance with the scope and intent of the County Trust Fund; and,

**WHEREAS**, the applicant is willing to use the County Trust Fund in accordance with such rules, regulations and applicable statutes, and is willing to enter into an agreement with the County of Bergen for the above named project and ensure its completion on or about the project contract expiration date.

**NOW, THEREFORE BE IT RESOLVED** by the *Governing Body of the Borough of Carlstadt*:

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1. That it is hereby authorized to submit the above completed project application to the County by the deadline of June 30, 2017, as established by the County; and,
2. That, in the event of a County Trust Fund award that may be less than the grant amount requested above, the *Governing Body of the Borough of Carlstadt*, has or will secure, the balance of funding necessary to complete the project, or modify the project as necessary; and,
3. That the *Governing Body of the Borough of Carlstadt* is committed to providing a dollar for dollar cash match for the project; and,
4. That only those park improvements identified and approved in the project application, its Trust Fund contract, or other documentation will be considered eligible for reimbursement.
5. That the *Governing Body of the Borough of Carlstadt* agrees to comply with all applicable federal, state, and local laws, rules, and regulations in its performance of the project; and,
6. That this resolution shall take effect immediately.

On motion by Emerson, seconded by Zimmermann, unanimous on call of roll.

Mayor Lahullier said before we get into the correspondence, he said to Councilman Bartlett, you wanted to make a motion.

Councilman Bartlett made a motion to authorize the Police Chief to do the background checks for the top five candidates, seconded by Stoltz. Councilman Zimmermann, Stoltz and Bartlett voted yes. Councilman Lenoy, Emerson and Shockley voted no. Mayor Lahullier voted yes and broke the tie.

Mayor Lahullier went over the correspondence that was received.

Chief Stephen Capuano of the Carlstadt Fire Department mentioned that on July 23, 2017 the department will be attending a driver training class given by the V.F.I.S. The class will be held in Lowe's parking lot in East Rutherford. He is requesting a Certificate of Insurance for the day so we are covered.

Chief Stephen Capuano of the Carlstadt Fire Department is asking for permission to take the pickup truck 706 out of state to Newport, NY on August 4, 2017 and returning on August 6, 2017 for the Annual Field Day Event.

On motion by Bartlett, seconded by Shockley, unanimous on call of roll.

Mayor Lahullier went over the auction list with the Councilmembers. Mayor Lahullier asked for a motion to approve this auction list with the corrections that we made. On motion by Shockley, seconded by Stoltz, unanimous on call of roll.

Mayor Lahullier said we need to ratify a Special Police Officer for the June 6, 2017 Primary Election. On motion by Stoltz, seconded by Zimmermann, unanimous on call of roll.

Mayor Lahullier talked to the Council about the audit report. There are two items that need to be looked at. This was discussed and Mayor Lahullier said that at Monday's meeting they all have to sign that you read the audit report.

Mayor Lahullier went over some items regarding the budget with the Council. He asked the Council to look this over so that on Monday at the Council Meeting we can adopt the budget.

Mayor Lahullier said we have to make a motion that we have to Rice Notice Matt Kronyak. On motion by Emerson, seconded by Zimmermann, unanimous on call of roll.

It was also mentioned about the copies of the newsletters that were talked about a couple of weeks ago. He would like it to be more of a newsletter on one side. There isn't a lot going on in July, so the thought is to talk about it for a few minutes on Monday. If we are all in agreement on Monday probably put it on Facebook and the website. Not much is happening but we can list things that have happened. Mayor Lahullier asked if this would go out every month. The answer was yes.

Mayor Lahullier asked the Council what they wanted to do about the summer help this year. Councilman Emerson said last year we hired twenty-five people part-time and he would like to do that again this year. The part-timers will fill in when people go on vacation. They will work a three hour shift.

This was further discussed.

Mayor Lahullier entertained a motion to adjourn the meeting at 11:20 P.M. On motion by Bartlett, seconded by Emerson, the meeting was unanimously adjourned.

APPROVED: \_\_\_\_\_  
CRAIG LAHULLIER, MAYOR

ATTEST: \_\_\_\_\_  
CLAIRE FOY, BOROUGH CLERK