

## **CAUCUS/FINANCE MEETING**

**August 4, 2021**

**A REGULAR SCHEDULED CAUCUS/FINANCE MEETING** of the Mayor and Council of the Borough of Carlstadt was held in the Council Chambers of the Borough Hall, 500 Madison Street, Carlstadt, New Jersey on Wednesday, August 4, 2021 at 7:02 P.M.

Mayor Robert Zimmermann asked Claire Foy, Borough Clerk to call the roll: Mayor Robert Zimmermann, Council members David Stoltz, James Lenoy, Joseph Emerson, William Roseman, Suzanne Fonseca and Diane DeBiase were present.

Joseph Crifasi, Borough Administrator, Joseph Donahue, Borough Attorney and Gregory Polyniak of Neglia Engineering were also present.

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

Mayor Zimmermann – 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 7, 2021 and the Herald News on January 7, 2021 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.

### **PROFESSIONAL REPORT**

Gregory Polyniak of Neglia Engineering read his report for the month regarding projects that are being done in the Borough of Carlstadt. A copy of his report is on file in the Borough Clerk's office.

Councilman Roseman asked if he had a better idea of doing Hackensack Street with the trees and cutouts. Mr. Polyniak replied Hackensack Street is part of the Monroe Street project and will be awarded tonight and will be also done in the fall.

Councilman Emerson asked about the completion of the Soccer Complex. Mr. Polyniak replied we have been working it and have submitted to the CFO, Domenick Giancaspro a construction cost estimate for that complex to complete it in one overall phase. Mr. Giancaspro was going to work on it to see whether or not it would be financially advisable to build as one overall phase because interest rates are very low. This went into a lengthy discussion.

Councilman Emerson had questions regarding the Ninth Street complex. Mr. Polyniak presented drawings as to how the playground area would look.

Councilwoman Fonseca asked about the dog park and Mr. Polyniak replied as he had mentioned last month the price we received to do it was \$146,000.00. If the Governing Body wishes, he has a change order prepared that he can submit. There is funding on the 20% to do that. Councilwoman Fonseca asked was there a decision on this. Mr. Polyniak said right now it is going to be a wood chipped type surface and drains underneath it so the woodchips don't float away and go into the adjoining roadway. There will be a boarder and boundary.

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**SPECIAL REPORT**

Fire Chief Dennis Kronyak, Jr. said they participated in the National Night Out last night. He mentioned a five-year plan with regards to purchasing hoses as well as a plan for the chiefs' cars. In 2022 he believes they will need to replace two cars. The only other expense they will have in 2025 is Engine One will be reaching its 25<sup>th</sup> year life span. The Rescue Truck will be reaching its 20th year prior to that. The Fire Department mechanic and the manufacturer has checked everything out and the truck is really a strong piece. They decided at this time there is no need to replace that vehicle. Councilman Emerson said now that we have your outlook as well as the Police Department, this will be discussed soon by the Mayor and Council.

Bruce Young, 720 Washington Street – he said the seniors are doing very well. They are happy and you all are invited to the senior picnic on August 18, 2021. Food will be served at 12 noon. The picnic will be at the Civic Center. We need to revamp the whole area with a new tv and wi-fi. We should get the people back who did the sound system to get the tv and wi-fi set up correctly. Mr. Young had a meeting with the Fiesta as they lost out last year for the Christmas party. The Christmas party will be December 8, 2021 and you all will be getting an invitation. The new pizza parlor will be supplying the food for the picnic on August 18, 2021.

**CONSENT AGENDA**  
**RESOLUTION NO. 2021-165**  
**AWARD OF CONTRACT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Engineering Associates that the Contract for:

**8th Street Improvements (NJDOT FUNDED)**

be awarded to Smith Soudy Asphalt Construction Co., 150 Anderson Avenue, Wallington, New Jersey 07057 for the bid amount of Ninety Thousand Four Hundred Sixty-Four Dollars and Sixty Cents (\$90,464.60) which represents the Base Bid and being the lowest of nine bids submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2021-166**  
**AWARD OF CONTRACT**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey upon the recommendation of Neglia Engineering Associates that the Contract for:

**Monroe Street Improvements Project (CDBG Funded)**

be awarded to 4 Clean-Up, Inc., P.O. Box 5098, North Bergen, New Jersey 07047 for the bid amount of Three Hundred Thirty Thousand Six Hundred Seventy-Two Dollars and Zero Cents (\$330,672.00) (which represents the Base Bid and Alternate Bid A) being the lowest of eight bids submitted. This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2021-167**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt that the Carlstadt Firefighters Foundation, Inc. be granted permission to hold a raffle on Saturday, September 25, 2021 from 1:00 P.M. to 8:00 P.M. at the Carlstadt Borough Hall, 500 Madison Street, Carlstadt, NJ 07072 for which the application, fee and findings and determination sheet shall be forwarded to the Legalized Games of Chance Control Commission.

**RESOLUTION NO. 2021-168**

**BE IT RESOLVED** by the Mayor and Council of the Borough of Carlstadt, Bergen County, New Jersey that the contract for **Street Tree Installations** was constructed by **Downes Tree Service, Inc., 65 Royal Avenue, Hawthorne, NJ 07506**, in accordance with the Bid Solicitation and any approved Change Orders, as directed by the Borough Engineer. The contractor has submitted a one-year guarantee in accordance with the Bid Solicitation. The said construction is hereby accepted and final payment in the amount of **Thirty-Five Thousand, Six Hundred Twenty-Five Dollars and Fifty Cents (\$35,625.50)** is hereby approved.

This Resolution to take effect upon certification of this Resolution by the Borough Treasurer that sufficient funds are available.

**RESOLUTION NO. 2021-169**

**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 date:

**Community Center:**

1. PTA Eighth Grade Dance Committee – Wednesday, August 11, 2021 from 6:00 P.M to 9:00 P.M. to have a meeting.

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**Council Chambers:**

1. Carlstadt Soccer – Thursday, August 5, 2021 at 7:00 P.M. to have a meeting.

**RESOLUION NO. 2021-170**

**BE IT RESOLVED** that the following payments made by the Chief Financial Officer from Valley Bank during the month of June, 2021 be ratified:

<b><u>Date</u></b>	<b><u>Ck#</u></b>	<b><u>Account</u></b>	<b><u>Payee</u></b>	<b><u>Amount</u></b>
7/22/2021	502580	Current	Medical	\$ 63,000.00
7/26/2021	502581	Current	MCI	642.50
7/26/2021	502582	Current	Comcast	572.76
7/26/2021	502583	Current	PSE&G	72.80
7/28/2021	502584	Current	Medical	141,000.00
7/28/2021	502585	Current	Comcast	7.85
7/28/2021	502586	Current	Verizon	24.27
7/29/2021	502587	Current	PSE&G	20.80
7/29/2021	502588	Current	Medical	27,000.00
7/29/2021	502589	Current	Payroll	19,426.45
7/29/2021	502590	Current	Payroll	421,249.84
7/30/2021	502591	Current	Verizon	1,837.10
7/30/2021	502592	Current	Medical	27,000.00
7/30/2021	502593	Current	Verizon	129.29

**RESOLUTION NO. 2021-171**

**RESOLUTION ACCEPTING AND AWARDDING BID FOR AWARD OF A NEW HOTEL/MOTEL ("36") PLENARY RETAIL CONSUMPTION LIQUOR LICENSE TO CP CARLSTADT, LLC, d/b/a SPRING HILL SUITES, 192 PATERSON PLANK ROAD, CARLSTADT, NEW JERSEY 07072, CONTINGENT UPON A SATISFACTORY BACKGROUND INVESTIGATION BY THE CARLSTADT POLICE DEPARTMENT AND RECEIPT OF FULL BID AMOUNT AND ANY ADDITIONAL SUPPORTING DOCUMENTATION TO THE EXTENT IT IS REQUIRED**

**WHEREAS**, at the May 19, 2021 regular meeting of the Borough of Carlstadt Mayor and Council, the Governing Body adopted Resolution 2021-125, indicating its intent to issue pursuant to the "Public Sale Option", a New Hotel/Motel ("36") Plenary Retail Consumption Liquor License pursuant to N.J.S.A. 33:1-12.20 for the new Spring Hill Suites East Rutherford Meadowlands/Carlstadt Hotel located at 192 Paterson Plank Road, Carlstadt, New Jersey; and

**WHEREAS**, that same Resolution provided for a minimum bid of \$50,000 and set forth in detail the advertising and bidding procedures to be followed pursuant to law; and

**WHEREAS**, those advertising and bidding procedures were strictly followed and resulted in the receipt of a single bid in the amount of \$50,000.00 from CP Carlstadt, LLC, d/b/a Spring Hill Suites, with a principal address at 11410 Common Oaks Drive, Raleigh, North Carolina 27614, that entity to be the operator of the Spring Hill Suites East Rutherford Meadowlands/Carlstadt Hotel and the licensed premises to be located at the Spring Hill Suites East Rutherford Meadowlands/Carlstadt Hotel in Carlstadt, New Jersey; and

**WHEREAS**, CP Carlstadt, LLC, d/b/a Spring Hill Suites also submitted separately from its bid the required Certification as to its meeting the qualifications for a new Hotel/Motel ("36") Plenary Retail Consumption Liquor License and its 12-page Application for such license; and

**WHEREAS**, CP Carlstadt, LLC, d/b/a Spring Hill Suites purports and appears to meet all the qualifications set forth in Resolution 2021-125 and in the applicable New Jersey statutes and regulations to be a Licensee for the proposed Licensed premises at the Spring Hill Suites East Rutherford Meadowlands/Carlstadt Hotel at 192 Paterson Plank Road, Carlstadt, New Jersey 07072; and

**WHEREAS**, those qualifications of CP Carlstadt, LLC, d/b/a Spring Hill Suites are subject to the usual background investigation by the Carlstadt Police Department;

**NOW, THEREFORE BE IT AND IT HEREBY IS RESOLVED** by the Governing Body of the Borough of Carlstadt, that the bid in the amount of \$50,000.00 from CP Carlstadt, LLC, d/b/a Spring Hill Suites, with a principal address at 11410 Common Oaks Drive, Raleigh, North Carolina 27614, being the only bid received and in the required minimum amount as a result of the Public Sale Option authorized for issuance of the New Hotel/Motel ("36") Plenary Retail Consumption Liquor License for the new Spring Hill Suites East Rutherford Meadowlands/Carlstadt Hotel located at 192 Paterson Plank /Road, Carlstadt, New Jersey 07072 such license to be located and operated in that Hotel, such bid is hereby accepted and the License is conditionally awarded to CP Carlstadt, LLC, d/b/a Spring Hill Suites that entity to be the operator of the Hotel and the licensed premises to be located in that Hotel, all subject to and contingent upon the usual background investigation by the Carlstadt Police Department resulting in satisfactory findings as to the prospective Licensees qualifications, to the Borough of Carlstadt's receipt of the applicants check in the amount of \$45,000.00 (\$50,000.00 bid less \$5,000.00 bid deposit fee already paid by CP Carlstadt, LLC d/b/a Spring Hill Suites) to be deposited along with the \$5,000.00 bid deposit fee and held by the Borough of Carlstadt in escrow pending issuance of the New Hotel/Motel ("36") Plenary Retail Consumption Liquor License to CP Carlstadt, LLC, d/b/a Spring Hill Suites and to the Special Condition that

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the license is issued as a hotel exception license for a facility containing 100 or more sleeping rooms and may only be used in connection with a hotel or motel, and upon those conditions and contingencies being met, the Borough of Carlstadt will consider for adoption at a subsequent meeting a Resolution issuing the New Hotel/Motel ("36") Plenary Retail Consumption Liquor License to CP Carlstadt, LLC, d/b/a Spring Hill Suites.

Mayor Zimmermann entertained a motion to approve the Consent Agenda.

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

Mayor Zimmermann entertained a motion to ratify a dish garden for Michael Frees. On motion by Stoltz, seconded by Roseman, unanimous on call of roll.

**CONSIDERATION OF ORDINANCES  
FIRST READING**

**ORDINANCE NO. 21-9**

**AN ORDINANCE BY THE BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY PROHIBITING THE OPERATION OF ANY CLASS OF CANNABIS BUSINESSES WITHIN ITS GEOGRAPHICAL BOUNDARIES AND AMENDING SECTION 21-21.13a OF THE BOROUGH OF CARLSTADT MUNICIPAL CODE**

**WHEREAS**, in 2020 New Jersey voters approved Public Question No. 1, which amended the New Jersey Constitution to allow for the legalization of a controlled form of marijuana called "cannabis" for adults at least 21 years of age; and

**WHEREAS**, on February 22, 2021, Governor Murphy signed into law P.L. 2021, c. 16, known as the "New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act" (the "Act"), which legalizes the recreational use of marijuana by adults 21 years of age or older, and establishes a comprehensive regulatory and licensing scheme for commercial recreational (adult use) cannabis operations, use and possession; and

**WHEREAS**, the Act establishes six marketplace classes of licensed businesses, including:

- Class 1 Cannabis Cultivator license, for facilities involved in growing and cultivating cannabis;
- Class 2 Cannabis Manufacturer license, for facilities involved in the manufacturing, preparation, and packaging of cannabis items;
- Class 3 Cannabis Wholesaler license, for facilities involved in obtaining and selling cannabis items for later resale by other licensees;

- Class 4 Cannabis Distributer license, for businesses involved in transporting cannabis plants in bulk from one licensed cultivator to another licensed cultivator, or cannabis items in bulk from any type of licensed cannabis business to another;
- Class 5 Cannabis Retailer license for locations at which cannabis items and related supplies are sold to consumers; and
- Class 6 Cannabis Delivery license, for businesses providing courier services for consumer purchases that are fulfilled by a licensed cannabis retailer in order to make deliveries of the purchased items to a consumer, and which service would include the ability of a consumer to make a purchase directly through the cannabis delivery service which would be presented by the delivery service for fulfillment by a retailer and then delivered to a consumer.

**WHEREAS**, section 31a of the Act authorizes municipalities by ordinance to adopt regulations governing the number of cannabis establishments (defined in section 3 of the Act as “a cannabis cultivator, a cannabis manufacturer, a cannabis wholesaler, or a cannabis retailer”), cannabis distributors or cannabis delivery services allowed to operate within their boundaries, as well as the location manner and times operation of such establishments, distributors or delivery services, and establishing civil penalties for the violation of any such regulations; and

**WHEREAS**, section 31b of the Act authorizes municipalities by ordinance to prohibit the operation of any one or more classes of cannabis establishments, distributors, or delivery services anywhere in the municipality; and

**WHEREAS**, section 31b of the Act also stipulates, however, that any municipal regulation or prohibition must be adopted within 180 days of the effective date of the Act (*i.e.*, by August 21, 2021); and

**WHEREAS**, pursuant to section 31b of the Act, the failure to do so shall mean that for a period of five years thereafter, the growing, cultivating, manufacturing, selling and reselling of cannabis and cannabis items shall be permitted uses in all industrial zones, and the retail selling of cannabis items to consumers shall be a conditional use in all commercial and retail zones; and

**WHEREAS**, at the conclusion of the initial and any subsequent five-year period following a failure to enact local regulations or prohibitions, the municipality shall again have 180 days to adopt an ordinance regulating or prohibiting cannabis businesses, but any such ordinance would be prospective only and would not apply to any cannabis business already operating within the municipality; and

**WHEREAS**, the **GOVERNING BODY** of the Borough of Carlstadt has determined that, due to present uncertainties regarding the potential future impacts that allowing one or more classes of cannabis business might have on New Jersey municipalities in general, and on the Borough of

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Carlstadt in particular, it is at this time necessary and appropriate, and in the best interest of the health, safety and welfare of the Borough of Carlstadt's residents and members of the public who visit, travel, or conduct business in the Borough of Carlstadt, to amend Carlstadt's zoning regulations to prohibit all manner of marijuana-related land use and development within the geographic boundaries of the Borough of Carlstadt; and

**WHEREAS**, due to the complexity and novelty of the Act; the many areas of municipal law that are or may be implicated in decisions as to whether or to what extent cannabis or medical cannabis should be permitted for land use purposes or otherwise regulated in any particular municipality; and the relatively short duration in which the Act would allow such decisions to be made before imposing an automatic authorization of such uses in specified zoning districts subject to unspecified conditions, the most prudent course of action for all municipalities, whether or not generally in favor of cannabis or medical cannabis land development and uses, would be to prohibit all such uses within the Act's 180-day period in order to ensure sufficient time to carefully review all aspects of the Act and its impacts;

**NOW THEREFORE BE IT ORDAINED**, by the **GOVERNING BODY** of the Borough of Carlstadt, in the County of Bergen, State of New Jersey, as follows:

1. Pursuant to section 31b of the New Jersey Cannabis Regulatory, Enforcement Assistance, and Marketplace Modernization Act (P.L. 2021, c. 16), all cannabis establishments, cannabis distributors or cannabis delivery services are hereby prohibited from operating anywhere in the Borough of Carlstadt, except for the delivery of cannabis items and related supplies by a delivery service, to the extent such deliveries are otherwise permitted by law.

2. Section 21-21.13a of the Borough of Carlstadt Municipal Code is hereby amended by adding to the list of prohibited uses, the following: "All classes of cannabis establishments or cannabis distributors or cannabis delivery services as said terms are defined in section 3 of P.L. 2021, c. 16, but not the delivery of cannabis items and related supplies by a delivery service to the extent that such deliveries are otherwise permitted by law."

3. Any article, section, paragraph, subsection, clause, or other provision of the Borough of Carlstadt Municipal Code inconsistent with the provisions of this ordinance is hereby repealed to the extent of such inconsistency.

4. If any section, paragraph, subsection, clause, or provision of this ordinance shall be adjudged by a court of competent jurisdiction to be invalid, such adjudication shall apply only to the section, paragraph, subsection, clause, or provision so adjudged, and the remainder of this ordinance shall be deemed valid and effective.

5. This ordinance shall take effect upon its passage and publication and filing with the Bergen County Planning Board, and as otherwise provided for by law.

**RESOLUTION NO. 2021-172**

**AN ORDINANCE BY THE BOROUGH OF CARLSTADT, BERGEN COUNTY, NEW JERSEY PROHIBITING THE OPERATION OF ANY CLASS OF CANNABIS BUSINESSES WITH ITS GEOGRAPHICAL BOUNDARIES AND AMENDING SECTION 21-21.13a OF THE BOROUGH OF CARLSTADT MUNICIPAL CODE**

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 18<sup>th</sup> day of August, 2021 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested by given an opportunity to be heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to public said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

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

Mayor Zimmermann said we need a Board of Health appointment. If anyone knows of someone, please let us know.

**CORRESPONDENCE**

We received a letter from the Board of Elections and they would like to install a ballot drop box in Carlstadt. The location would need to be at least 100 feet from the entrance to a police station. It can be installed at the Library, Senior Center or anywhere there is a surveillance camera. There has to be a 24 hour, 7 days a week surveillance camera on the drop box.

Mayor Zimmermann entertained a motion to install the ballot drop box by the mail box in front of Borough Hall.

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

We received a letter from the Golden Cats Elite Competition Cheering Team. They are having a Tricky Tray fund raiser on Sunday, October 10, 2021. They are asking the Borough for a donation. Mayor Zimmerman entertained a motion to approve \$1,000.00 for the competition cheering team. On motion by Roseman, seconded by DeBiase, unanimous on call of roll.

**COUNCILMAN JOSEPH EMERSON**

He had nothing to discuss at this time.

**COUNCILMAN DAVID STOLTZ**

He had nothing to discuss at this time.

**COUNCILMAN WILLIAM ROSEMAN**

He had nothing to discuss at this time.

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**COUNCILWOMAN SUZANNE FONSECA**

She had nothing to discuss at this time.

**COUNCILWOMAN DIANE DeBIASE**

She had nothing to discuss at this time.

**COUNCILMAN JAMES LENOY**

He wanted to know about his street that was just paved and now it has been cut into. He wanted to know what our recourse is. Joseph Crifasi, Borough Administrator said we passed an ordinance a few months back that anyone who opens our roads that was paved within five years, is required to repave curb to curb the entire street that they have upset. Both PSE&G and Suez Water have been notified by him and Neglia Engineering that those roads will be repaved. We have to wait until all the trenches resettle and the repaving will be done in the spring.

Mayor Zimmermann entertained a motion to open the floor to a hearing of citizens.

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

Mayor Zimmermann asked if there is any citizen here that wishes to speak.

Mayor Zimmermann said there was no citizen here to speak at this time.

Mayor Zimmermann entertained a motion to close the floor to a hearing of citizens.

On motion by DeBiase, seconded by Roseman, unanimous on call of roll.

**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 subjects: personnel and property.

**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 Zimmermann entertained a motion to go into closed session at 7:55 P.M. On motion by Lenoy, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann entertained a motion to go back into open session at 10:20 P.M. On motion by Fonseca, seconded by Lenoy, unanimous on call of roll.

**FIRST READING****ORDINANCE NO. 21-10**

AN ORDINANCE TO FIX AND DETERMINE THE SALARIES AND COMPENSATION OF THE SEVERAL OFFICERS AND EMPLOYEES OF THE BOROUGH OF CARLSTADT, AND TO PROVIDE THE MANNER AND PAYMENT THEREOF, REVISED TO 2021	
<b>BE IT ORDAINED</b> , by the Mayor and Council of the Borough of Carlstadt, County of Bergen and State of New Jersey as follows:	
<b>SECTION 1 Bi-Weekly</b>	
The rate of compensation of each officer and employee of the Borough of Carlstadt, whose salary shall be on an annual basis and shall be paid Bi-Weekly is:	
	<b>2021</b>
Borough Clerk	124,921.00
Deputy Borough Clerk	3,000.00
Chief Financial Officer / Treasurer	121,587.38.00
Certified Qualified Purchasing Agent	16,160.70
Part-Time CFO/Treasurer	50,000.00 – 75,000.00
Clerk for C.F.O.	2,000.00
Zoning Dept Clerk / Construction Dept Clerk	64,498.60
Reports Management Clerk	52,039.72
Records Management Clerk Part Time	24.61/hr
Clerk Typist - Full Time/Part Time	17.75-23.00/hr
Police Records Clerk	42,382.44
Carlstadt Court Administrator	58,690.43
Deputy Court Administrator Carlstadt/Wallington Shared Service	46,350.00
Wallington Court Administrator	10,300.00
Housing Code Official	59,787.38
Borough Mechanic	113,085.76
Borough Vehicle & Equipment Coordinator / Snow Control	50,000.00 – 65,000.00
Senior Payroll Clerk / Insurance Officer	89,526.57
Director of Public Works Operations, Maintenance and Equipment	56,432.67
DPW Operations Manager / Project Coordinator	88,450.22
Deputy Project Coordinator / IT Coordinator/Event Coordinator	83,817.28

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Master Carpenter	77,499.26
Front Desk Reception	44,498.06
Public Works Administrative <b>Assistant</b>	64,221.00
Senior Transport Driver	41,407.00
Tax Collector	74,752.25
Assistant Tax Collector	3,500.00
Zoning Code Enforcement Official W/Certification	10,000.00
Deputy Zoning Code Enforcement Official	6,000.00
Zoning Code Officer - PT	40,114.10
Code Enforcement Officer -FT	30,612.40
Code Enforcement - PT	13.30 – 15.00/hr
Police Matron (minimum 2 hrs. - per hr.)	18.00 / hr
Special Police (per hour)	18.00 / hr
School Marshals (per shift)	38.77 / shift
Police Dispatchers (Full time) Class B	40,000.00 – 45,000.00
Police Dispatchers (Full time) Class A	68,810.18
Part-time Police Dispatchers (Max. 16 Hrs per week)	16.00 / hr
EMT Drivers part-time or temporary	18.00 / hr
<b>SECTION 2 Monthly</b>	
2A The rate of compensation of each officer and employee of the Borough of Carlstadt, whose salary shall be on an annual basis, and shall be paid Monthly is as follows:	
Assessment Searcher	1,500.00
Assistant to the Assessor	1,500.00
Assistant to the Registrar	500.00
Assistant to Payroll Clerk	5,000.00
Assistant Records Management	5,000.00
Borough Administrator	5,304.50
Assistant to Safety Delegate	2,000.00
Clerk Planning Board	2,000.00
Custodian Washington Ave. Firehouse	1,100.00
Election Clerk	1,500.00
Emergency Mgt. Service Director	6,000.00
Land Use Administrator	1.00
Assistant Land Use Administrator	1.00
LOSAP Administrator	3,000.00
Communication Officer	15,000 - 20,000
Municipal Housing Liaison	1.00
Parks Inspector	3,000.00
Public Defender/Alternate Public Defender	200.00 / per session

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Tax Assessor	26,270.15
Tax Searcher	1,500.00
Attorney to Zoning, Construction Board & Zoning Board of Adjustment	6,400.00
Secretary to Zoning Board of Adjustment	2,000.00
2 B Secretary of the Recycling Committee \$100.00 per meeting to be paid out of Recycling money.	100.00 / per meeting
Chairperson of Recycling Committee	1,000.00 / per year
2C Social Services Coordinator of the Borough of Carlstadt payable in equal monthly installments. In addition to the yearly salary, the Social Services Coordinator shall receive a telephone with an answering machine to be located in her home and paid for by the Borough.	5,000.00
Social Services Assistant Coordinator	4,500.00
2D	
Mayor	8,798.80
Each Council Member	6,447.80
Magistrate	31,513.88
Prosecutor	10,664.62
Sub-Code Building Inspector/Building	13,374.55
Sub-Code Electrical Inspector	22,291.26
Sub-Code Fire Official	27,554.56
<b>SECTION 3 SEMI-ANNUALLY</b>	
The rate of compensation of each Officer and Employee of the Borough of Carlstadt, whose salary shall be on an Annual basis and shall be paid Semi-Annual is as follows - May & September:	
3 A Telephone allowance of \$600.00 / yr for the Mayor & Council, (4) Fire Chiefs and (2) DPW Foremen	
3 B Travel allowance of \$600.00 / yr CFO, Deputy Zoning Code Enforcement Official, Mayor and Council members	
<b>SECTION 4 ANNUALLY</b>	
The rate of compensation of each Officer and Employee of the Borough of Carlstadt, whose salary shall be on an Annual basis and shall be paid Annual is as follows:	
OEM – Assistant Director	600.00
Off-Duty Gun Allowance	1.00
<b>SECTION 5 BOARD OF HEALTH</b>	
The salary schedule for the Board of Health is hereby established as follows:	

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5 A The Registrar of Vital Statistics shall receive equal monthly installments.	4,774.05
5 B The Doctor of the Board of Health Baby Keep Well shall be paid \$125.00 per hour upon presentation of proper voucher.	
5 C Board of Health – CHAPTER 329 The Attorney for the Board of Health shall receive \$150.00 for every regular meeting attended and fees for all legal services rendered as determined by the Mayor and Council upon presentation of proper voucher.	
In addition to the hourly rate, the Secretary shall receive for duties designated by the Board of Health, in equal monthly installments	2,575.00
<b>SECTION 6 FIRE SAFETY BUREAU</b>	
The Fire Safety Bureau Compensation is hereby established as follows:	

Fire Official (Full Time)	102,145.10
Inspectors (per hour)	27.58
Secretary	52,108.13
Fire Official (yearly clothing allowance)	500.00
Fire Training Inspector	1,590.00

**6A FIRE DEPARTMENT**

All members of the Volunteer Fire Department Clothing Allowance and reimbursement for losses, is hereby established as follows:	
LOSAP (in accordance with department policy and ordinance qualifications)	1,400.00
Answering 50% or more calls (per man)	2,060.00
(Less than 50% \$41.20 per % point of fires attended)	
Chief	6,651.00
1 <sup>st</sup> . Assistant Chief	5,985.00
Deputy Chief	5,321.000
Battalion Chief	4,645.00
Chiefs' Secretary	371.00
President	618.00
Board of Officers Secretary	618.00
Board of Officers Treasurer	309.00
Each Captain (5) (per man)	630.00
Each 1 <sup>st</sup> . Lieutenant (5) (per man)	525.00
Each 2 <sup>nd</sup> Lieutenant (5) (per man)	420.00
Each Mechanic (11) (per man)	386.00
Battery Man	386.00
Department Mechanic (per Hour) (\$15,000.00 – 20,000.00 maximum)	27.00

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Probationary Member answering 50% or more calls (per man)	948.00				
Probationary Members Less than 50% (\$18.96 per % point \$948.00 maximum)					
Retired Members	946.00				
Members (with 25 years answering 25% or more calls)	2,060.00				
(Less than 25% \$41.20 less for each percentage point below 25%)					
Board of Officers Committees (20)	201.00				
Training Officer (2)	371.00				
Quartermaster	371.00				
Equipment Sourcing	371.00				
Safety/Insurance	371.00				
Losap Coordinator	371.00				
Drill Coordinator	371.00				
Historian	371.00				
Chaplain	371.00				
Public Information	371.00				
Computer	371.00				
Driver Instructor	371.00				
FD Committees (30)	201.00				
Department Safety Officer	381.00				
FD Webmaster	371.00				
Record Clerk	800.00				
<b>SECTION 7 POLICE</b>					
	<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"></td> <td style="text-align: center; border-bottom: 1px solid black;">2020</td> <td style="text-align: center; border-bottom: 1px solid black;">2021</td> </tr> </table>		2020	2021	
	2020	2021			
Chief of Police	207,619.00-215,000				
Deputy Chief	175,000.00				
Each Lieutenant – Per Contract	167,397.00	172,838.00			
Each Sergeant – Per Contract	154,459.00	159,479.00			
Each Patrolman – Per Contract	Below				
Each Patrolman - Per Contract	Below				
The salary schedule for the Patrolman of the Carlstadt Police Department hired prior to July 1, 2011 is hereby established as follows: (Hired on or after January 1, 2000)					
	<table border="0" style="width: 100%;"> <tr> <td style="width: 60%;"></td> <td style="text-align: center; border-bottom: 1px solid black;">2020</td> <td style="text-align: center; border-bottom: 1px solid black;">2021</td> </tr> </table>			2020	2021
	2020	2021			
0 – 1 Year	56,856.00	58,703.00			
1 - 2 Years	65,297.00	67,420.00			
2 - 3 Years	75,852.00	78,317.00			
3 - 4 Years	86,559.00	89,372.00			
4 - 5 Years	94,084.00	97,142.00			

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5 - 6 Years	99,250.00	102,476.00
6 - 7 Years	111,940.00	115,578.00
Maximum (over 7 years)	143,595.00	148,262.00
The salary schedule for Patrolman of the Carlstadt Police Department hired on or after July 1, 2011 is hereby established as follows: (Hired on or after July 1, 2011)		
	<u>2020</u>	<u>2021</u>
Academy	27,940.00	28,849.00
Remainder of 1st Year	33,528.00	34,618.00
1 - 2 Years	42,450.00	43,830.00
2 - 3 Years	51,372.00	53,042.00
3 - 4 Years	60,294.00	62,253.00
4 - 5 Years	69,216.00	71,465.00
5 - 6 Years	78,138.00	80,677.00
6 - 7 Years	87,059.00	89,889.00
7 - 8 Years	95,981.00	99,101.00
8 - 9 Years	104,903.00	108,312.00
9 - 10 Years	113,824.00	117,523.00
MAXIMUM	143,595.00	148,262.00
7 A The members of the Detective Bureau shall receive an additional \$1,150.00 per year.		
7 B Unless otherwise provided for by individual Contract, Police Personnel shall receive College incentive pay at the rate of \$1,000.00 per year for A.A. Degree, \$1,500.00 per year for B.A./B.S. Degree and \$2,000.00 for M.A. Degree. as per contract.		
7 C " Juvenile Officers shall receive the sum of six hundred (\$600.00) dollars per year which shall be included in the applicable officer's annual salary, per contract."		
7 D Police Dispatcher's non-accountable clothing allowance per year		500.00
Special Police non-accountable clothing allowance per year		100.00
7 E Upon completion of twenty-five (25) years of service (as defined by the Police and Fire Pension Statutes) each employee of the Carlstadt Police Department shall receive compensation for six of the holidays in paid compensation.		
7 F Over time rate is based on 1936 hours beginning January 1, 2001		
7G Crossing Guards Clothing Allowance (as per Police Chief Approval) as per Crossing Guard Policy		
<b>SECTION 8 D.P.W. /BUILDINGS &amp; GROUNDS</b>		
Crewmen (per hour) new hires after <b>January 1, 1997</b> :		
		<b>2020</b>
Building & Grounds		44.14
Foreman (per hour)		45.80
Laborers (per hour) new hires after January 1, 1997		42.05
Driver (per hour) new hires after January 1, 1997:		43.01
Max (over 4 full years and 1 day) Hired after 1/1/08 and prior to 1/1/17		45.80

Max (over 14 full years and 1 day) Hired after 1/1/17		
New steps as of <b>January 1, 2017:</b>		
		<u>2019</u>
1 year		17.00
2 years		20.00
3 years		23.00
4 years		25.00
5 years		26.00
6 years		28.00
7 years		29.00
8 years		31.00
9 years		32.00
10 years		35.00
11 years		37.00
12 years		39.00
13 years		41.00
14 years	Current Laborer Rate	
8 A All members of the Building and Grounds Crew, Foremen, Drivers and Laborers of the Department of Public Works shall be paid time and one half for work periods after forty (40) hours.		
8 B All members of the Buildings and Grounds Department and Department of Public Works shall receive, in addition to the compensation herein set for them the sum of \$1,250.00 each for the purpose of defraying the cost of their clothing to be paid in Jan		
8 C In addition, each employee covered by the D.P.W. Contract shall be entitled to receive compensation at their regular current rate for any unused sick time remain from the current year, to be paid at the last pay period for the calendar year.		
8 D Drivers and/or laborers and/or helpers shall receive an additional fifty (.50) cents per hour when working on tree truck only when performing a task which requires the use of the elevated bucket, chipper, chain saw, stump grinder or other hazardous equipment		
8 E Year-Round Part-Time Employees (25 hours per week max) Part Time Employees are not eligible to be paid for overtime, sick days, holidays, or vacation days.		15.00 / hr
8 F Part Time employees for the Building and Grounds Department and D.P.W. paid as follows: Part Time Employees are not eligible to be paid for overtime, sick days, holidays, or vacation days.		13.00 / hr
8 G Summer employees for Recreation shall be paid as follows: Summer Employees are not eligible to be paid for overtime, sick days, holidays, or vacation days.		
Director	(Maximum 8 weeks (per week)	525.00 / week

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Assistant Director	(Maximum 8 weeks)		425.00 / week
Senior Counselors (2)	(Maximum 6 weeks)		13.00 / hr
Counselors	(Maximum 6 weeks)		12.00 / hr
Recreation Advisor	Annual Range		3,000.00 – 15,000.00
8 H			
Audio/Visual Tech part time/per assignment	per hour		15.00
Mini Bus Driver part time	per hour		23.00
Substitute Driver part time	per hour		20.00
Substitute Driver Senior Transport part time	per hour		11.50
8 I			
Full Time Crossing Guards Clothing Allowance once per year payable in June			150.00
Part-Time Crossing Guards Clothing Allowance once per year payable in June			75.00

**SECTION 9 LONGEVITY**

9 A In addition to the salaries and compensations to be paid to the foregoing Officers and Employees of the Borough of Carlstadt there shall be added to the base salary, for non-contractual employees hired prior to May 1, 1997, a longevity supplement of 1% upon completion of each 5 years of employment for full time employees.

9 B If the employee's anniversary date falls prior to June 30 longevity will be given in that year. However, employee's anniversary dates which fall after the June 30 cut off will receive longevity in the following calendar year.

9 C PBA - Pursuant to the current PBA Contract, the longevity supplement shall be 1% for every 4 years of employment for employees with nine (9) or less years of completed service. After 10 complete years of service, longevity shall be 1% for every 3 years of service. Maximum longevity for employees hired on or after January 1, 1996 shall not exceed eight (8%) percent. Employees hired on or after January 1, 2017 shall not be entitled to receive longevity.

9 D DPW - Pursuant to the current DPW contract, the longevity supplement shall be: 1% after 3 years; 2% after six years; 3% after nine years; 4% after twelve years; 6% after eighteen years; 7% after twenty-one years; 8% after twenty-four years; 9% after twenty-seven years and 10% after thirty years. Employees hired on or after January 1, 2017 shall not be entitled to receive longevity.

**SECTION 10**

In the event that any provision of this ordinance shall be declared invalid by any court of competent jurisdiction, such declaration of invalidity shall not affect the remaining provisions of this ordinance except insofar as such provision of this ordinance as is declared invalid shall be inseparable from the reminder of any provisions thereof.

**SECTION 11**

Any ordinances or amendments thereto which are in conflict with or inconsistent with the terms of this ordinance are hereby repealed to the extent that they are in conflict with or inconsistent with the terms of this ordinance.

**SECTION 12**

This ordinance established shall take effect after publication pursuant to law as of January 1, 2021.

**RESOLUTION NO. 2021-173**

**AN ORDINANCE TO FIX AND DETERMINE THE SALARIES AND COMPENSATION OF THE SEVERAL OFFICERS AND EMPLOYEES OF THE BOROUGH OF CARLSTADT, AND TO PROVIDE THE MANNER AND PAYMENT THEREOF, REVISED TO 2021.**

heretofore introduced, does now pass on first reading, and that said ordinance be further considered for final passage at a meeting to be held on the 18<sup>th</sup> day of August, 2021 at 7:00 o'clock P.M. or as soon thereafter as the matter can be reached, at the regular meeting place of the Carlstadt Borough Council, and that at such time and place all persons interested by given an opportunity to be heard concerning said ordinance, and that the Borough Clerk be, and she hereby is, authorized and directed to public said ordinance according to law with a notice of its introduction and passage on first reading and of the time and place when and where said ordinance will be further considered for final passage.

On motion by Emerson, seconded by Lenoy, as amended, unanimous on call of roll.

Mayor Zimmermann entertained a motion to provide an additional \$2,000.00 to Cliffhanger Productions for the cover band for August 17, 2021. On motion by Emerson, seconded by Lenoy, unanimous on call of roll.

Mayor Zimmermann entertained a motion to name Stephen Kollinok as an educational consultant to the Borough of Carlstadt. This would be for any educational matters that come before the Governing Body. On motion by Roseman, seconded by DeBiase, unanimous on call of roll.

Joseph Crifasi, Borough Administrator, mentioned that the Mayor and Council have to approve the indefinite suspension of the discussed DPW employee until further notice without pay in consultation with the Borough Attorney. On motion by Lenoy, seconded by Emerson, unanimous on call of roll.

Councilman Roseman would like to request a motion that the Borough Attorney draft a policy change with regards to disability with the Family Leave Act. On motion by Stoltz, seconded by Emerson, unanimous on call of roll.

Mayor Zimmermann entertained a motion to adjourn the meeting at 10:28 P.M. On motion by Fonseca, seconded by DeBiase, unanimous on call of roll.

On Monday, August 9, 2021 at the request of Joseph Crifasi, Borough Administrator, a phone poll was taken by the Borough Clerk for the approval to hire the following individuals as dispatchers as per the discussed selection process:

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**FULL TIME**

Chelsea Marafelias

Anthony Rivezzi

Hunter Presutto

Kara Santoro

**PER DIEM**

Mark Dunn

Greg Dickman

Tammy Gil

Alyson Toman

Emma Gilaga

Anthony Hirujo

Anthony Ranne

Councilmembers Stoltz, Emerson, Roseman, Fonseca and DeBiase voted yes. Councilman Lenoy abstained.

APPROVED: \_\_\_\_\_  
ROBERT J. ZIMMERMANN, MAYOR

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